

# HETHERSETT MEMORIAL PLAYING FIELD TRUST

England & Wales · Charity number 303972

## Details

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Other names	HETHERSETT MEMORIAL PLAYING FIELD, HETHERSETT PLAYING FIELD
Status	Registered
Legal form	Other
Registered	1962-12-13
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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**Address** 9 Meadow Close  
Hethersett  
Norwich  
NR9 3DZ

**Phone** 01603811304

**Email** [babylon5sp@aol.com](mailto:babylon5sp@aol.com)

## Activities

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**Objects:** (1) THE OBJECT OF THE CHARITY SHALL BE THE PROVISION AND MAINTENANCE OF A RECREATION GROUND FOR THE BENEFIT OF THE INHABITANTS OF THE PARISH OF HETHERSETT (HEREINAFTER CALLED "THE AREA OF BENEFIT") WITHOUT DISTINCTION OF POLITICAL, RELIGIOUS OR OTHER OPINIONS, WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS. (2) THE SAID LAND SHALL BE HELD UPON TRUST FOR USE FOR THE OBJECT OF THE CHARITY

**Activities:** THE CHARITY MANAGES THE FACILITIES FOR THE BENEFIT OF THE RESIDENTS OF HETHERSETT.

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, Amateur Sport
- **Who:** Children/young People, Elderly/old People, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

- **Area of benefit:** PARISH OF HETHERSETT
- Norfolk

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£27,943	£33,700	-	-
2024-03-31	£30,510	£43,210	-	-
2023-03-31	£22,890	£13,735	-	-
2022-03-31	£53,327	£55,048	-	-
2021-03-31	£37,996	£29,327	-	-

## Trustees

Name	Role	Appointed
<b>Michael Stark</b>	Chair	2018-05-01
Amanda Lockhart		2024-05-01
Catherine Bibb		2025-04-01
Melvyn Perkins MBE		2011-11-10
Michael Lemmon		2025-08-27
Stephen Slack		2015-08-05

**HETHERSETT MEMORIAL PLAYING FIELD TRUST**

England & Wales - Charity number 303972

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# Accounts

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# **HETHERSETT MEMORIAL PLAYING FIELD TRUST**

Charity Number 303972

## **Report for the Annual Meeting of the Parish**

**Wednesday 23<sup>rd</sup> April 2025**

Hethersett Memorial Playing Field was established by the people of Hethersett in 1959 in memory of local men who gave their lives in World War Two. It was incorporated by the Charity Commission in 1991 as a Charitable Trust with the Parish Council being the Custodian Trustees. There is a committee of Management Trustees, whose role, according to the Charity Commission registration document, is to manage the amenity for "The benefit of all the inhabitants of the Parish of Hethersett without distinction of political, religious or other opinions with the object of improving the conditions of life for the said inhabitants."

During the past year the Management Trustees have been Mel Perkins (appointed 2011), Stephen Slack (appointed 2015), Ian Fieldhouse (appt 2017), Tim Hudson-Church (appt 2017), Mike Stark (appt 2018), Steve Irvine (appt. 2020) and Amanda Lockhart (appt. 2024). Messrs Fieldhouse, Irvine and Hudson-Church are not available to serve as trustees this year and are sincerely thanked for their past service. Their departure creates an urgent need for fresh volunteers.

The playing field is a popular venue for a wide range of recreational activities, both formal and informal. There are club activities for football, cycle speedway, Bowls, Croquet and cricket (featuring cricketers of senior years). The cricket facilities are also hired out for one-off matches. There are many casual visitors to the park of all ages, amusing themselves with children, pets and friends. The excellent function room in The Hub is a regular base for a variety of groups and one-off venue for all sorts of events.

The management of the Memorial Playing Field falls into two quite distinct areas, which is reflected in the way accounts are kept. The Treasurer's Report follows this introduction. The field and Hub are managed as separate, but linked, responsibilities. The routine tasks associated with the management of the playing field continue in much the same way as always, including maintaining the playground, keeping the grass in good order, inspecting and controlling the trees and trimming the perimeter hedges.

Safety of users of the playing field is always a priority and inspections of play equipment, trees and electrical testing are established routines. Sadly, some funds have to be devoted to clearing up problems caused by anti-social behaviour. The trustees accept that a public park is always likely to be an attractive place for youngsters to meet and most do so in much the same harmless way as previous generations. Sadly there is a minority that do present problems and criminal damage is always reported to the police. As a matter of principle trustees try to put any damage right as quickly as possible.

The park is a popular place for people to exercise their dogs and signs around the playing field advise dog owners about how they can both enjoy the facilities and make good and responsible use of the park. Trustees continue to ask for help and co-operation in dealing with the nuisance and health risk presented by a minority of dog owners who fail to clear up after their pets. The heavy use of the six dog bins spread around the playing field demonstrates that the vast majority of dog owners are responsible people, but that is small comfort for anybody that encounters the mess left by an irresponsible minority.

As the Treasurer's Report shows, managing The Hub is the more problematic responsibility. When the trustees first took charge of the building they predicted that it would be at least two years before the costs of maintaining the building became less than the income earned from letting out the spaces. In practice some of those costs have greatly exceeded expectations. Nevertheless the number of bookings is growing and a year after beginning to manage The Hub the trustees maintain a confident outlook. The Hub is a wonderful amenity and those that use it give very positive feedback.

The trustees are grateful for the friendly and co-operative way the various clubs and facility hirers collaborate with them and are grateful to the Parish Council for their committed support. The HEAT group have given invaluable assistance with planting around the field, particularly around the Swale, which is the large square shaped hollow that soaks away the rainwater from the roof of The Hub. The Trustees are also grateful to the villagers that support their work, by helping to keep the playing field tidy and attractive through both small and sustained voluntary actions. They are aware that several people clear up mess and litter left by less caring neighbours. Their wonderful community spirit is appreciated and valued. Trustees also thank Norfolk Police for their vigilant support in dealing with anti-social behaviour.

We are pleased and grateful that the playing field is enjoyed by so many of our village community and ask that any of the neighbours or visitors to

the park that witness vandalism or behaviour that spoils enjoyment of the amenities for the majority of the public to report the matter promptly. The police have advised that a 999 call is appropriate for any offence witnessed while in progress. The “Memorial” was provided back in 1959 for the enjoyment of all inhabitants and everybody wants to see it continue to be a lovely venue that improves “the conditions of life for the said inhabitants “.

Mike Stark  
Chairman

Stephen Slack

Secretary

## **Treasurer’s Report**

The Memorial Playing Field’s operations have presented the Trustees with another financially challenging year. While management of the field and playground was almost completely funded by hiring fees from its resident clubs and regular users, there remains the need to replace much of the wooden playground equipment in the coming years. The Parish Council have given funds to cover costs already committed to and are setting aside funds to help with the future playground needs.

The Hub building has just finished its first full year of operation and it continues to be a steep learning curve for the Trustees. We have half a dozen regular bookings which are well established and with whom we have good working relationships. Ideally, we need more daytime classes and, hopefully, better publicity going forward can attract these, but we suspect that the economic climate is not conducive to starting new ventures.

We continue to be a preferred venue for children’s parties and, as more people attend these, follow-up bookings increase. We have also had some high-profile events such as the Norfolk Federation of Wis lunch.

The running costs of the Hub are proving to be much higher than expected, notably electricity for the under-floor heat-pump heating. Despite engaging the services of Utility Aid, the trustees have seen little benefit from switching providers. The establishing of regular inspections and maintenance agreements continues to add to expenditure.

The biggest concern affecting income has been the lack of use of the changing room area by the football club. Only one team has been hiring the area, at best, a once a booking. This is not sustainable given the investment the Football Association has put into the project. So, from

April 2025 any team hiring the main pitch adjacent to the Hub will also be charged for the changing rooms whether they use them or not.

We will again be grateful for a Parish Council precept grant to subsidise the building as a valuable community asset, as we strive to raise sufficient income to cover our costs. We recently closed the Pavilion Development Fund set up with grants to furnish and get the Hub up and running. The balance of the Fund (just under £5k) has been set against the operating losses for the first two financial years.

We have increased hiring charges by 5% across the board to offset increasing costs (10% for football hiring of the field) but we are conscious of the need to remain competitive to attract new business.

Mel Perkins MBE

Treasurer 6<sup>th</sup> April 2025

**HETHERSETT MEMORIAL PLAYING FIELD TRUST**  
**ANNUAL SUMMARISED ACCOUNTS**  
**YEAR ENDING 31ST MARCH 2025**

**FIELD RUNNING COSTS**

**INCOME**

Lettings	6359	
Parish Council Grant - Precept	4000	
		<b>10359</b>

**EXPENDITURE**

Grass & Hedge Maintenance	3672	
Insurance	1221	
Anti-Social Behaviour Maintenance	678	
Tree Survey	528	
Play Equipment Inspection	213	
Water	16	
Administration	12	
Electricity	# -31	
		<b>6309</b>

<b>NET INCOME LESS EXPENDITURE</b>	<b>4050</b>
<b>BALANCE BROUGHT FORWARD</b>	<b>908</b>
<b>BALANCE CARRIED FORWARD</b>	<b>3142</b>

# currently 112 in credit

Note - Budgeted items for Tree Surgery and Playground Maintenance awaiting spend

### **THE HUB RUNNING COSTS**

#### **INCOME**

Lettings	11187	
Parish Council Grant - Precept	5000	
Hub Café	47	
		<b>16234</b>

#### **EXPENDITURE**

Electricity	#	11609	
Insurance		5401	
Cleaning		4106	
Routine Maintenance & Servicing		1242	
Toilet & Kitchen Paper Supplies		355	
Wifi		272	
General Maintenance		148	
Publicity		75	
Administration		22	
			<b>23230</b>

<b>NET INCOME LESS EXPENDITURE</b>	<b>-6996</b>
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<b>BALANCE BROUGHT FORWARD</b>	<b>-1540</b>
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<b>TRANSFER FROM HUB RESERVED FUNDS</b>	<b>4979</b>
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<b>BALANCE CARRIED FORWARD</b>	<b>-3557</b>
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# includes Advanced Energy Cost of 889

Note - we have yet to receive any invoice for water

### **PROJECTS FUND**

#### **INCOME**

Parish Council Grant	1350	<b>1350</b>
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#### **EXPENDITURE**

Playground Hip-Hop Repair	1350	
Cricket Equipment	28	
Swale	18	
		<b>1396</b>

<b>NET INCOME LESS EXPENDITURE</b>		<b>-46</b>
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<b>BALANCE BROUGHT FORWARD</b>		<b>4794</b>
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<b>BALANCE CARRIED FORWARD</b>		<b>4748</b>
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### **THE HUB RESERVED FUNDS**

#### **INCOME**

**0**

#### **EXPENDITURE**

Car Park Fencing	1502	
Equiopment	783	
Legionnaires Check	354	
Kitchen Workshop Change	100	
Car Park Barrier	25	
		<b>2764</b>

<b>NET INCOME LESS EXPENDITURE</b>		<b>-2764</b>
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<b>BALANCE BROUGHT FORWARD</b>	<b>7743</b>
<b>TRANSFER TO THE HUB RUNNING COSTS</b>	<b>-4979</b>
<b>BALANCE CARRIED FORWARD</b>	<b>0</b>

**OVERALL SUMMARY**

**BALANCES**

Field Running Costs	3142
The Hub Running Costs	-3557
Projects Fund	4748
The Hub Reserved Funds	0

**TOTAL FUNDS** **4333**

**REPRESENTED BY**

Nat West Current Account	4332
Nat West Deposit Account	

1

**TOTAL BALANCES** **4333**

**HETHERSETT MEMORIAL PLAYING FIELD TR**  
**ANNUAL SUMMARISED ACCOUNTS**  
**YEAR ENDING 31ST MARCH 2025**

**FIELD RUNNING COSTS**

**INCOME**

Lettings	6359	
Parish Council Grant - Precept	4000	
		<b>10359</b>

**EXPENDITURE**

Grass & Hedge Maintenance	3672	
Insurance	1221	
Anti-Social Behaviour Maintenance	678	
Tree Survey	528	
Play Equipment Inspection	213	
Water	16	
Administration	12	
Electricity	# -31	
		<b>6309</b>

**NET INCOME LESS EXPENDITURE** **4050**

**BALANCE BROUGHT FORWARD** **-908**

**BALANCE CARRIED FORWARD** **3142**

# currently 112 in credit

Note - Budgeted items for Tree Surgery and Playground Maintenance

## THE HUB RUNNING COSTS

### INCOME

Lettings	11187	
Parish Council Grant - Precept	5000	
Hub Café	47	
		<b>16234</b>

### EXPENDITURE

Electricity	#	11609	
Insurance		5401	
Cleaning		4106	
Routine Maintenance & Servicing		1242	
Toilet & Kitchen Paper Supplies		355	
Wifi		272	
General Maintenance		148	
Publicity		75	
Administration		22	
			<b>23230</b>

**NET INCOME LESS EXPENDITURE** **-6996**

**BALANCE BROUGHT FORWARD** **-1540**

**TRANSFER FROM HUB RESERVED FUNDS** **4979**

**BALANCE CARRIED FORWARD** **-3557**

# includes Advanced Energy Cost of 889

Note - we have yet to receive any invoice for water

## PROJECTS FUND

### INCOME

Parish Council Grant	1350	<b>1350</b>
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### EXPENDITURE

Playground Hip-Hop Repair	1350	
Cricket Equipmet	28	
Swale	18	
		<b>1396</b>

**NET INCOME LESS EXPENDITURE** **-46**

**BALANCE BROUGHT FORWARD** **4794**

**BALANCE CARRIED FORWARD** **4748**

## THE HUB RESERVED FUNDS

### INCOME

0

### EXPENDITURE

Car Park Fencing	1502
Equiopment	783
Legionnaires Check	354
Kitchen Workshop Change	100
Car Park Barrier	25

**2764**

### NET INCOME LESS EXPENDITURE

**-2764**

### BALANCE BROUGHT FORWARD

**7743**

### TRANSFER TO THE HUB RUNNING COSTS

**-4979**

### BALANCE CARRIED FORWARD

**0**

## OVERALL SUMMARY

### **BALANCES**

Field Running Costs	3142
The Hub Running Costs	-3557
Projects Fund	4748
The Hub Reserved Funds	0

**TOTAL FUNDS** **4333**

### **REPRESENTED BY**

Nat West Current Account	4332
Nat West Deposit Account	1

**TOTAL BALANCES** **4333**

Mel Perkins MBE  
Treasurer  
4thApril 2025

**RUST**

nance awaiting spenc

## RE: Accounts

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From: adrienne.quin@gmail.com  
To: babylon5sp@aol.com  
Cc: stephen.slack5@btinternet.com; starkm@sky.com  
Date: Friday, 13 February 2026 at 17:48 GMT

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Mel Perkins

I am happy to confirming that I have examined the account of Hethersett Memorial Playing Field Trustees, checking Bank Statements and Invoices against your accounts. As a resident of Hethersett I am happy to except them as a true and accurate record of the accounts of Hethersett Memorial Playing Field for the year ending 31/3/2025

I am sorry for the delay but glad that I have done them as I am going back into hospital this evening

I understand that due to the income received in that year the Charity Commission require the accounts to be independently examined.

Congratulation on the new building and the bookings

I am happy for this email to be forwarded to the Charity Commission, if however they require an email directly from me then please send me the relevant email address along with a reference number

**Adrienne Quinlan**

Tel: 01603 814379

**HETHERSETT MEMORIAL PLAYING FIELD TRUST**

England & Wales - Charity number 303972

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# Accounts

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# **HETHERSETT MEMORIAL PLAYING FIELD TRUST**

Charity Number 303972

## **Report for the Annual Meeting of the Parish Monday 29<sup>th</sup> April 2024**

Hethersett Memorial Playing Field was established by the people of Hethersett in 1959 in memory of local men who gave their lives in World War Two. It was incorporated by the Charity Commission in 1991 as a Charitable Trust with the Parish Council being the Custodian Trustees. There is also a committee of seven Management Trustees, whose role, according to the Charity Commission registration document, is to manage the amenity for "The benefit of all the inhabitants of the Parish of Hethersett without distinction of political, religious or other opinions with the object of improving the conditions of life for the said inhabitants."

Four of the seven Management Trustees are appointed by villagers attending the Annual Parish Meeting, whilst the remaining three are appointed by the Parish Council. For all or part of the past year the Management Trustees have been as follows (the date they were first appointed is shown in brackets) :- Mel Perkins (2011), Stephen Slack (2015), Ian Fieldhouse (2017), Tim Hudson-Church (2017), Mike Stark (2018), Steve Irvine (2020), Bridget Williamson (2023), Peter Gardner (seconded 2024) and Amanda Lockhart (seconded 2024).

The playing field has always been a popular venue for a wide range of recreational activities, both formal and informal. There are club activities for football, cycle speedway, Bowls, Croquet and cricket (featuring cricketers of senior years). The cricket facilities area are also hired out for one-off matches. There are also many casual visitors of all ages, amusing themselves with children, pets and friends.

The trustees continue to be very busy with the development and the familiar day to day management of the playing field and now have the additional task of managing the Hethersett Hub building. Where once they needed to have four quarterly meetings each year, they now have lengthy monthly ones and extra sessions devoted to key tasks. There is no doubt that the additional facilities offer a most impressive amenity for the village that is gradually getting more and more use, but that benefit does require considerably more commitment from trustees.

The management of the Memorial Playing Field now falls into two quite distinct areas which is reflected in the way accounts are kept. The many routine tasks associated with the management of the playing field continue in much the same way as always, including maintaining the playground, keeping the grass in good order and trimming the perimeter hedges. The Football Foundation have provided a grant to assist in improving the quality of the pitches. Safety of users of the playing field is always a priority and inspections of play equipment, trees and electrical testing are established routines. Sadly, some funds have to be devoted to clearing up problems caused by vandalism, but the addition of CCTV coverage around the Hub has helped reduce some of those incidents. The trustees accept that a public park is always likely to be an attractive place for youngsters to meet and most do so in pretty much the same harmless way as previous generations did. But there is, however, a minority that do present problems. The trustees will always do all they can to help

identify the small number of people intent upon anti-social behaviour and as a matter of principle try to put matters right as quickly as possible.

The second area of responsibility is the Hethersett Hub, which has occupied much time in the past year. The Trustees accept that in essence they are setting up a new business and their aim is to have the two distinct parts of the new building used to the extent that its income covers expenses within two years. Trustees hope that income will pay for employed staff to take on an increasing amount of the day to day management of The Hub. Early signs are that bookings of the excellent community room are growing in number and, hopefully the development of the football club will include achieving their long held ambition to progress to the higher leagues that were beyond their reach without the quality of changing facilities now available. The more successful the club is, the more the changing facilities will be used, and it is that development that persuaded the Football Foundation to contribute a quarter of a million pounds to the cost of the building

The attached financial summary shows the variety of matters that the trustees are responsible for and demonstrate that it has been an expensive year and looks set to continue in that way in the future. The picture looked worrying at one stage during the past year because in addition to anticipated fitting out expenses in the new Hub, trustees needed to pay unexpected amounts for additional items and features which they had assumed would have featured in the original building costs. Thankfully the Parish Council agreed with trustees and made grants to compensate for some items trustees had paid for.

The Parish Council have been the principle financial supporter of the playing field since it was first established. The trustees submit an annual budget request to the Council to cover the estimated cost of the general maintenance and development of the site and any agreed improvements or repairs. Their support is much valued. Formal club users and sporting activities are required to contribute either by paying hire fees or taking self-funding responsibility for club needs or equipment that are specific to their activities. An income stream is gradually being established by hiring the facilities in The Hub.

The trustees are grateful for the friendly and co-operative way the various clubs and facility hirers collaborate with them and are especially grateful to the Parish Council for their committed support of the trust. **An account of the Trust's income and expenditure is attached to this report.**

The Trustees are also grateful to the villagers that support their work, including by helping to keep it tidy and attractive through both small and sustained voluntary actions. They are aware that several people clear up mess and litter left by less caring neighbours. Their wonderful community spirit is appreciated and valued. Trustees also thank Norfolk Police for their vigilant support in dealing with anti-social behaviour.

We are pleased and grateful that the playing field is enjoyed by so many of our village community. The trustees ask that any of the neighbours or visitors to the park that witness vandalism or behaviour that spoils enjoyment of the amenities for the majority of the public to report the matter promptly. The "Memorial" was provided back in 1959 for the enjoyment of all inhabitants and everybody wants to see it continue to be a lovely venue that improves "the conditions of life for the said inhabitants".

Mike Stark  
Chairman

Stephen Slack  
Secretary

**HETHERSETT MEMORIAL PLAYING FIELD TRUST**  
**ANNUAL SUMMARISED ACCOUNTS**  
**YEAR ENDING 31ST MARCH 2024**

**FIELD RUNNING COSTS**

**INCOME**

Parish Council Grant - Precept	4000	
Parish Council Grant - Portable Toilet Hire	907	
Insurance Claim - Anti-Social Behaviour	900	
Lettings	4840	
		<b>10647</b>

**EXPENDITURE**

Grass & Hedge Maintenance	3400	
General Maintenance	107	
Anti-Social Behaviour Maintenance	2130	
Portable Toilet Hire	# 1651	
Playground Maintenance	502	
Electricity	# 800	
Water	# 317	
Litter Picking	1555	
Insurance	1353	
Play Equipment Inspection	204	
		<b>12019</b>

**NET INCOME LESS EXPENDITURE** **-1372**

**BALANCE BROUGHT FORWARD** **464**

**BALANCE CARRIED FORWARD** **-908**

# These items were all above budget due to delay in delivery of the Hub and the usage by contractors during the build

## THE HUB RUNNING COSTS

### INCOME

Parish Council Grant - Precept	8500	
Lettings	2697	
Parish Council Grant - Electricity	1000	
		<b>12197</b>

### EXPENDITURE

Cleaning	2776	
Electricity	7065	
Fire & Alarm Equipment Service	150	
Insurance	3515	
Wifi	126	
Publicity	92	
Administration	13	
		<b>13737</b>

**NET INCOME LESS EXPENDITURE** -1540

**BALANCE BROUGHT FORWARD** 0

**BALANCE CARRIED FORWARD** -1540

## PROJECTS FUND

**INCOME** 0

### EXPENDITURE

Swale 486

**NET INCOME LESS EXPENDITURE** -486

**BALANCE BROUGHT FORWARD** 5280

**BALANCE CARRIED FORWARD** 4794

## THE HUB RESERVED FUNDS

### INCOME

South Norfolk Council Grant	2027	
Parish Council Grant - Acoustic Ceiling Tiles	4620	
Parish Council Grant - Electricity Meter	272	
Parish Council Grant - Alarm Configuration	698	
Bank Interest	49	
		<b>7666</b>

### EXPENDITURE

Furniture	4919	
Kitchen Equipment	1409	
Acoustic Ceiling Tiles	4620	
Security & Safety	2039	
Cleaning & Consumables	767	
Blinds	744	
Hearing Loop System	1689	
Electricity Meter	272	
Projector & Cable	315	
Sundry Equipment & Expenses	194	
		<b>16968</b>

**NET INCOME LESS EXPENDITURE** **-9302**

**BALANCE BROUGHT FORWARD** **17045**

**BALANCE CARRIED FORWARD** **7743**

### OVERALL SUMMARY

### BALANCES

Field Running Costs -908

The Hub Running Costs	-1540
Projects Fund	4794
The Hub Reserved Funds	7743

<b>TOTAL FUNDS</b>	<b>10089</b>
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**REPRESENTED BY**

Nat West Current Account	10088
Nat West Deposit Account	1

<b>TOTAL BALANCES</b>	<b>10089</b>
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Mel Perkins MBE  
Treasurer  
17th April 2024

**HETHERSETT MEMORIAL PLAYING FIELD TRUST**  
**ANNUAL SUMMARISED ACCOUNTS**  
**YEAR ENDING 31ST MARCH 2024**

**FIELD RUNNING COSTS**

**INCOME**

Parish Council Grant - Precept	4000	
Parish Council Grant - Portable Toilet Hire	907	
Insurance Claim - Anti-Social Behaviour	900	
Lettings	4840	
		<b>10647</b>

**EXPENDITURE**

Grass & Hedge Maintenance	3400	
General Maintenance	107	
Anti-Social Behaviour Maintenance	2130	
Portable Toilet Hire	# 1651	
Playground Maintenance	502	
Electricity	# 800	
Water	# 317	
Litter Picking	1555	
Insurance	1353	
Play Equipment Inspection	204	
		<b>12019</b>

**NET INCOME LESS EXPENDITURE** **-1372**

**BALANCE BROUGHT FORWARD** **464**

**BALANCE CARRIED FORWARD** **-908**

# These items were all above budget due to delay in delivery of the Hub and the usage by contractors during the build

## THE HUB RUNNING COSTS

### INCOME

Parish Council Grant - Precept	8500	
Lettings	2697	
Parish Council Grant - Electricity	1000	
		<b>12197</b>

### EXPENDITURE

Cleaning	2776	
Electricity	7065	
Fire & Alarm Equipment Service	150	
Insurance	3515	
Wifi	126	
Publicity	92	
Administration	13	
		<b>13737</b>

**NET INCOME LESS EXPENDITURE** **-1540**

**BALANCE BROUGHT FORWARD** **0**

**BALANCE CARRIED FORWARD** **-1540**

## PROJECTS FUND

<b>INCOME</b>	<b>0</b>
<b>EXPENDITURE</b>	
Swale	<b>486</b>
<b>NET INCOME LESS EXPENDITURE</b>	<b>-486</b>
<b>BALANCE BROUGHT FORWARD</b>	<b>5280</b>
<b>BALANCE CARRIED FORWARD</b>	<b>4794</b>

## THE HUB RESERVED FUNDS

### INCOME

South Norfolk Council Grant	2027	
Parish Council Grant - Acoustic Ceiling Tile:	4620	
Parish Council Grant - Electricity Meter	272	
Parish Council Grant - Alarm Configuartion	698	
Bank Interest	49	
		<b>7666</b>

### EXPENDITURE

Furniture	4919	
Kitchen Equipment	1409	
Acoustic Ceiling Tiles	4620	
Security & Safety	2039	
Cleaning & Consumables	767	
Blinds	744	
Hearing Loop System	1689	
Electricity Meter	272	
Projector & Cable	315	
Sundry Equipment & Expenses	194	
		<b>16968</b>

**NET INCOME LESS EXPENDITURE** **-9302**

**BALANCE BROUGHT FORWARD** **17045**

**BALANCE CARRIED FORWARD** **7743**

## OVERALL SUMMARY

### **BALANCES**

Field Running Costs	-908
The Hub Running Costs	-1540
Projects Fund	4794
The Hub Reserved Funds	7743

**TOTAL FUNDS** **10089**

### **REPRESENTED BY**

Nat West Current Account	10088
Nat West Deposit Account	1

**TOTAL BALANCES** **10089**

Mel Perkins MBE  
Treasurer  
17th April 2024

## Charity commission Annual return 2024

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From: adrienne.quin@gmail.com (adrienne.quin@gmail.com)

To: babylon5sp@aol.com

Date: Wednesday, 15 January 2025 at 08:42 GMT

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Mel Perkins

I am happy to confirming that I have examined the account of Hethersett Memorial Playing Field Trustees, checking Bank Statements and Invoices against your accounts. As a resident of Hethersett I am happy to except them as a true and accurate record of the accounts of Hethersett Memorial Playing Field for the year ending 31/3/2024

I understand that due to the income received in that year the Charity Commission require the accounts to be independently examined.

Congratulation on the new building

I am happy for this email to be forwarded to the Charity Commission, if however they require an email directly from me then please send me the relevant email address along with a reference number

*Adrienne Quinlan*

Tel: 01603 814379

**HETHERSETT MEMORIAL PLAYING FIELD TRUST**

England & Wales - Charity number 303972

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# Accounts

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## **ANNUAL REPORT for the Parish Meeting 11<sup>th</sup> May 2022**

**Hethersett Memorial Playing Field was established by the people of Hethersett in 1959 in memory of local men who gave their lives in World War Two. It is a Charitable Trust with the Parish Council being the Custodial Trustees and a committee of seven Management Trustees, whose role, according to the Charity Commission registration document, is to manage the amenity for “The benefit of all the inhabitants of the Parish of Hethersett without distinction of political, religious or other opinions with the object of improving the conditions of life for the said inhabitants.”**

**Four of the seven Management Trustees are appointed by villagers attending the Annual Parish Meeting, whilst the remaining three are appointed by the Parish Council. Six of the committee are willing continue to serve as trustees. The trustees thank their “retiring” colleague, Phil Hardy, for the much appreciated service he has given to the trust in that role...**

**A wide range of leisure activities, both formal and informal, take place on the playing field including club activities for football, cycle speedway, Bowls, Croquet and cricket (featuring cricketers of more senior years). The cricket facilities area also hired out for one-off matches. There are many casual visitors, amusing themselves with children, pets and friends. The easing of Covid-related restrictions allowed people to enjoy local outdoor spaces like parks and this led to a welcome increase in numbers of people visiting the playing field.**

**During the past year the trustees have been very busy with the development and the day to day management of the playing field. Various changes had been completed in the playground, including repairs and the installation of safety surfaces under much of the play equipment. Also, new picnic benches, seats and litter bins have been installed around the park. A second oak tree has been planted near to the original “Jubilee Oak”. It marks the 70<sup>th</sup> anniversary of the Queen’s accession. If the new sapling gets established as successfully as its neighbour, they will be a lovely feature of the park for future generations to enjoy.**

**Routine tasks associated with the management of the playing field continued, including maintaining the grass in good order and trimming the perimeter hedges. The Football Foundation have provided a grant to assist in improving the quality of the pitches. Safety of users of the playing field is always a priority and**

inspections of play equipment, trees and electrical testing are established routines. Sadly, some funds had to be devoted to clearing up problems caused by vandalism. The popular table tennis table, for example, was so badly damaged that it had to be removed. It is hoped that, when funds allow, a replacement can be provided.

In financial terms it has been an expensive year and looks set to continue in that way in the future. It is no surprise that costs of managing the playing field have generally risen. In particular, costs of routines like locking and unlocking the gates, cleaning and litter collecting are now carried out by outside agencies and to maintain security and keeping the place clean in that way is efficient and ensures proper employment procedures, but at an increased cost.

The sports groups that use the playing field pay booking fees which contribute to the cost of maintaining the amenity. Of course they do that on top of the cost of specialist equipment and facilities. The trustees are grateful for the friendly and co-operative way the various clubs work with them. As ever, the Trustees are especially grateful to the Parish Council (the Custodial Trustees of HMPF) for their committed support of the trust. In addition to the basic running costs through the Precept of £6750, they have generously granted funds for many of the improvements paid for during the past year. An account of the Trust's income and expenditure is attached to this report.

The coming year promises to be both busy and very exciting. The Parish Council led project to build a new Pavilion is finally nearing a date when construction can begin. The sad deterioration of the existing facilities made the need to rebuild an urgent one. The current building is an embarrassment where visitors are concerned and its replacement promises to be an exciting and modern asset to the village. Stage one in the project will be to demolish the existing building, then the new structure can emerge. The period of building will cause inconvenience, but watching progress will be a fascinating and exciting pleasure. The trustees are also pleased to be working in conjunction with Hethersett Hawks Cycle Speedway as they improve their amenities. A particularly impressive feature of their developing engagement with the village is the Wonky Wheels Community Bicycle Workshop. It has become a real asset to all those new and experienced cyclists seen around the village.

As ever, the Trustees are grateful to the Parish Council for their continued support in maintaining the Memorial Playing Field. They also thank the villagers that help keep it tidy and attractive through both small and sustained voluntary actions, including

**picking up mess and litter left by less caring neighbours. Their wonderful community spirit is appreciated and valued. Trustees also thank Norfolk Police for their vigilant support in dealing with anti-social behaviour. Though inappropriate behaviour only involves a minority of those that use the park, remedying the results of that action can be an expensive nuisance. We are pleased and grateful that the playing field is enjoyed by so many of our village community and trustees ask that any of the visitors to the park that witness vandalism or behaviour that spoils enjoyment of the amenities for the majority of the public to report the matter promptly. The “Memorial” was provided back in 1959 for the enjoyment of all inhabitants and everybody wants to see it continue to be a lovely venue that improves “the conditions of life for the said inhabitants “.**

***The Trustees during the past year were Mike Stark (Chairman), Mel Perkins (Treasurer), and Stephen Slack Secretary}, Ian Fieldhouse, Phil Hardy, Tim Hudson-Church, and Steve Irvine.***





Hethersett Memorial Playing Field -  
RUNNING COSTS

**Receipts and payme**

From 01.04.2021

**Receipts and payments**

	Actuals to the nearest £	Budget to the nearest £
<b>Receipts</b>		
Parish Council Precept	6,750	6,300
Bowls	146	150
Football	1,485	1,180
Cycle Speedway	195	200
Croquet	72	70
Cricket - NCIR	150	100
Bowls - Water Usage		150
<b>Sub total</b>	<b>8,798</b>	<b>8,150</b>

**Payments**

Grass cutting & hedges	2,765	2,650
Maintenance - Pavilion (1)	627	400
Maintenance - general	181	250
Maintenance - anti-social behaviour	150	400
Maintenance - Playground (2)	1,095	500
Litter picking	870	700
Park keeper (1)	3,878	500
Insurance	1,940	1,900
Electricity	296	550
Membership Fees		65
Secretarial inc. Meetings	141	100
Fire Extinguisher check	30	50
Water	75	300
Play equipment inspection	168	140
Electricity PAT Testing		100
<b>Sub total</b>	<b>12,216</b>	<b>8,605</b>

**Net of receipts/(payments)**

**-3,418**

**-455**

**Transfers between funds (2)**

**Cash funds last year end**

**2,220**

**Cash funds**

**-1,198**

**-455**

NOTES

Note

(1) New contract from July

(2) Repair to Hip Hop £1095

**PARK DEVELOPMENT****Receipts and payments**

**Actuals**  
to the nearest  
£

**Receipts**

Crowdfunding - Wonky Wheels Workshop		<b>1,500</b>
Parish Council Grant - Tree Maintenance		<b>2,000</b>
Parish Council Grant - Playground Resurfacing		<b>19,916</b>
Parish Council Grant - Bin Replacements		<b>3,289</b>
Parish Council Grant - New Seating		<b>1,000</b>
Norfolk Community Foundation grant - Wonky Wheels		<b>2,500</b>
Cycling UK Grant - Wonky Wheels Workshop		<b>1,791</b>
Active Norfolk Grant - Wonky Wheels Workshop		<b>3,690</b>
Parish Council - Grant re area clearance		<b>842</b>
South Norfolk Council - Restart Grant		<b>8,000</b>
<b>Sub total</b>		<b>44,528</b>

**Payments**

Cycle Speedway Club - Wonky Wheels Workshop		<b>9,481</b>
Notice Board		<b>134</b>
Playground Resurfacing		<b>29,917</b>
Notice Board Fixing		<b>15</b>
Litter Bin Installation		<b>297</b>
Picnic Table Fixings		<b>38</b>
Picnic Tables / Benches Installation		<b>452</b>
Pavilion Deep Clean		<b>120</b>
Skip Hire - area clearance		<b>312</b>
Digger - area clearance		<b>530</b>
Tree Surgery		<b>1,536</b>
<b>Sub total</b>		<b>42,832</b>

***Net of receipts/(payments)***

<b>1,696</b>
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**Transfers between funds (1)**

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**Cash funds last year end**

<b>3,146</b>
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***Cash funds***

<b>4,842</b>
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PAVILION RESERVE

## Receipts and payments accounts

**Actuals**  
to the nearest  
£

### Receipts

Bank Interest		<b>1</b>

***Net of receipts/(payments)***

**Transfers between funds**

**Cash funds last year end**

***Cash funds***

<b>1</b>
<b>10,000</b>
<b>10,001</b>

TOTAL BALANCES		
Nat West	Current	3633.03
	Deposit	10000.94
<b>TOTAL</b>		<b>13633.97</b>
<b>REPRESENTED BY</b>		
Running Costs		-1198
Development		4842
Pavilion Reserve		10001
<b>TOTAL</b>		<b>13645</b>

allow for rounding

Mel Perkins MBE  
Treasurer  
2nd May 2022

- 303972	303972
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## nts accounts

To 31.03.2022	
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**Variance to  
budget**  
to the nearest  
£

450
-4
305
-5
2
50
-150
648

115
227
-69
-250
595
170
3,378
40
-254
-65
41
-20
-225
28
-100
3,611

**From:** adrienne.quin@gmail.com,  
**To:** babylon5sp@aol.com,  
**CC:** stephen.slack5@btinternet.com, hethersett.pc@tiscali.co.uk,  
**Subject:** Charity Commission Annual Return 2022  
**Date:** Fri, 20 Jan 2023 9:51

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Mel Perkins

I am happy to confirming that I have examined the account of Hethersett Memorial Playing Field Trustees and as a resident of Hethersett I am happy to except them as a true and accurate record of the accounts of Hethersett Memorial Playing Field for the year ending 31/3/2022

I understand that due to the income received in that year the Charity Commission require the accounts to be independently examined.

I am happy for this email to be forwarded to the Charity Commission, if however they require an email directly from me then please send me the relevant email address along with a reference number

**Adrienne Quinlan**  
Tel: 01603 814379

**HETHERSETT MEMORIAL PLAYING FIELD TRUST**

England & Wales - Charity number 303972

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# Accounts

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Charity Number 303972

Website – [www.hmpf.co.uk](http://www.hmpf.co.uk)

### **ANNUAL REPORT May 2021**

The Memorial Playing Field is an asset to Hethersett, especially in the strange times that we have all endured over the past year. During that time the trust has been managed by seven committee trustees, which conforms to the terms of reference set by the Charity Commission.

The Trustees are Ian Fieldhouse, Phil Hardy, Tim Hudson-Church, Steve Irvine, Mel Perkins (Treasurer), Stephen Slack (Secretary) and Mike Stark (Chairman).

The Memorial Playing Field, like every other aspect of our lives, has been significantly affected by the Covid 19 Pandemic. That period has seen the playground closed for a period, use of the sporting facilities severely affected and the amount of everyday use fluctuating along with the various changes in lockdown restrictions. All the sports clubs that use the amenities were affected by cancellation of fixtures and restrictions upon the interaction between individuals. One effect of that was a reduction in income from booking fees. Thankfully the football club, cycle speedway, croquet club, bowls and (welcome newcomers) Norfolk Cricketers in Retirement all managed to maintain a level of involvement once restrictions allowed.

An early feature of the easing of restrictions was the encouragement to enjoy local outdoor spaces like parks and this saw a welcome increase in numbers of people visiting the playing field. Unfortunately, even if the small proportion of users that behave inappropriately remains the same as usual, if you increase the number of visitors, then the small proportion of litter droppers, dog owners that fail to clear up dog mess and youngsters that commit mindless damage increases too. Sorting out the problems left by anti-social behaviour continues to be an annoying and costly drain on time and funds. Two particularly disappointing examples of those problems were graffiti sprayed on the pavilion wall and crude writing on the freshly painted playground equipment. It is believed the person responsible for the graffiti on the playing field was also guilty of similar criminal damage on the Village Hall.

An unforeseen benefit of periods when use of facilities were restricted was that it allowed various changes to be completed in an undisturbed way. In the playground some essential repairs to equipment took place and the re-painting of the play equipment referred to earlier to be completed. Having said farewell to the aged pair of swings stranded outside the fenced off area, new replacements were installed inside that fence. The area where the old swings had been was tidied up, levelled and re-seeded, as was the area next to the Bowling Club which previously contained an unused Petanque playing rectangle.

Routine tasks associated with the management of the playing field continued, including maintaining the grass in good order and trimming the perimeter hedges. Inspections of play equipment, electrical testing and a survey of the condition of the trees within the park boundaries were completed. Sadly, the survey of trees found that five required either complete removal or some trimming for safety reasons and that task will be completed shortly.

Additional tasks made it an expensive year. It was unfair for sports groups to be charged normal fees when their enjoyment of the facilities was so restricted by the Pandemic. However that shortfall in income was more than compensated for by a Government Leisure Grant of £10k and, later, Government Local Restrictions Grant of £9 917, both of which came via the District Council. As ever, the Trustees are grateful to

the Parish Council (the Custodial Trustees of HMPF) for their committed support of the trust. In addition to the basic running costs through the Precept of £6300, they have generously granted funds for many of the improvements paid for during the past year. There is still much to do, but trustees hope that the various grants received from other sources will allow the Parish Council some respite from requests for essential assistance. Those grants will also help with fitting out the new pavilion. An account of the Trust's income and expenditure is attached to this report.

The coming year promises to be as busy as ever, and not just because of the hoped for gradual return to relative normality for the various sports clubs. In addition to the tree safety work already in the pipeline, there are plans to add safer surfaces under much of the play equipment during the next few months and new picnic benches, seats and litter bins are ready to be installed around the park in the near future. The latest annual play equipment inspection has just been completed. Hopefully there will not be any expensive repairs resulting from the report.

What are perhaps the two most exciting future developments on the playing field involve building developments. The Parish Council led project to replace our present Pavilion is making steady and determined progress, despite a number of disappointing delays. The deterioration of the existing facilities make the need to rebuild an urgent one. There is a real risk that extended delay might see funds needed for the new building being used for some refurbishment of the present building .

On a more positive note, the trustees are pleased to be working in conjunction with Hethersett Hawks Cycle Speedway as they develop their amenities. They have already gained planning permission and collected some impressive funds through their various fund-raising initiatives. As far as the community is concerned, an exciting element of their project will be the Wonky Wheels Community Bicycle Workshop which could become a real help to all the increasing number of cyclists seen around the village.

As ever, the Trustees are grateful to the Parish Council for their continued support in maintaining the Memorial Playing Field. They particularly thank the villagers that help keep it tidy and attractive through both small and sustained voluntary actions, especially those that pick up mess and litter left by less caring neighbours. Their community spirit is appreciated and valued. The trustees are pleased and grateful that the playing field is enjoyed by so many of our village community.

**Stephen Slack, Secretary and Trustee**

**01-05-2021**

## Hethersett Memorial Playing Field Trust

### Receipts and payments accounts 1-4-2020 to 31-3-2021

Actuals  
to the  
nearest £

#### Receipts

Parish Council Precept	6,300
Bowls	73
Football	562
Cycle Speedway	97
Croquet	36
Cricket - NCIR	100
District Council - Government Leisure Grant	10,000
District Council - Government Local Restrictions Support Grant	9,917
Bowls Club re Water Leakage / Usage	118

**Sub total** 27,203

#### Payments

Grass cutting & hedges	2,637
Maintenance - Pavilion	195
Maintenance - general	177
Maintenance - anti-social behaviour	642
Litter picking	819
Park keeper	500
Insurance	1,868
Electricity	191
Secretarial inc Website	282
Fire Extinguisher check	30
Water	409
Play equipment inspection	120
Tree Survey	486
<b>Sub total</b>	<b>8,356</b>

**Net of receipts/(payments)** 18,847

**Transfers between funds (1)** -  
18,988

**Cash funds last year end** 2,361

**Cash funds** 2,220

#### NOTES

(1) Balance of Leisure Grants transferred to Development Projects and Pavilion Reserve

## Facilities Development Receipts and payments accounts for 1-4-2020 to 31-3-2021

Actuals  
to the  
nearest £

### Receipts

Parish Council Grant - painting playground		1,210
Parish Council Grant - new swings -1978 Less refund re District Council grant 500		1,478
Crowdfunding - Wonky Wheels Workshop		4,105
<b>Sub total</b>		<b>6,793</b>

### Payments

Painting Playground as per budget		1,725
Painting Playground - additional work		250
Petanque and old swing area clearance and playground entrance (1)		1,675
Painting Playground - completion (1)		2,945
Re-seeding areas		350
New Swings - purchase & install 3442 - topsoil for surrounds 30		3,472
Replacement Matting		287
Hedge Cutback Firs Road (1)		221
Litter Bins (2)		2,993
Picnic Tables (2)		2,038
Cycle Speedway Club - Wonky Wheels Workshop		4,105
Bench Seats (2)		910
<b>Sub total</b>		<b>20,971</b>

**Net of receipts/(payments)**

**-14,178**

**Transfers between funds (1)**

**13,802**

**Cash funds last year end**

**3,522**

**Cash funds**

**3,146**

### NOTES

(1) Leisure Grant has covered these items

(2) Parish Council Grants earmarked to cover these once fitted

Pavilion Upgrade Project Reserve  
**Receipts and payments accounts**

		<b>Actuals to the nearest £</b>
<b>Receipts</b>		
	<b>Sub total</b>	
<b>Payments</b>		
	<b>Sub total</b>	
<b>Net of receipts/(payments)</b>		
<b>Transfers between funds</b>		5,186
<b>Cash funds last year end</b>		4,814
	<b>Cash funds</b>	10,000

**OVERALL BALANCES**

Running Costs	2220	
Development	3146	
Pavilion	10000	
<b>TOTAL</b>	<b>15366</b>	allow for rounding
<b>BALANCE AT NAT WEST BANK</b>	<b>15362.91</b>	actual

Mel Perkins MBE  
 Trustee and Treasurer  
 09.04.2021

**From:** adrienne.quin@gmail.com,  
**To:** babylon5sp@aol.com, hethersett.pc@tiscali.co.uk,  
**CC:** stephen.slack5@btinternet.com, starkm@sky.com,  
**Subject:** RE: Charity Commission Annual Return  
**Date:** Tue, 25 Jan 2022 11:05

---

Mel Perkins

I am happy to confirming that I have examined the account of Hethersett Memorial Playing Field Trustees and as the Chairman of Hethersett Parish Council I happy to except them as a true and accurate record of the accounts of Hethersett Memorial Playing Field for the year ending 31/3/2021

I understand that due to the income received in that year the Charity Commission require the accounts to be independently examined.

I am happy for this email to be forwarded to the Charity Commission, if however they require an email directly from me then please send me the relevant email address along with a reference number

**Adrienne Quinlan**

Chairman Hethersett Parish Council

Village Hall, Back Lane

Hethersett

NR9 3JJ

For web site click [here](#)

Tel: 01603 814379