



**Stalham &
Brumstead**
Recreation Ground
and Poppy Centre

Report for the Stalham & Brumstead Recreation Ground Charity 2024/25

The Recreation Ground was donated post WW1 to commemorate the residents of the area who lost their lives in that war and Stalham Town Council is its sole Trustee. The area continues to offer leisure activities for the people of Stalham and surrounding areas. It is a large open green space that contains a football pitch, a fitness trail, an aging skate park, a few pieces of play equipment and 2 buildings. The Poppy Centre was built some 15 years ago and an unused building formally the Youth Club.

The football pitch is used primarily by Stalham Football club and the Baptist Church Football Club but can be available to other clubs in the area.

The remainder of the area can be used by everyone from dawn until dusk each day of the year.

The Unused building needs a considerable amount of work to bring it up to regulatory compliance.

The Poppy Centre is a multiroom building that is available for hire by community and uniformed groups, public services as well as local residents and organisations for exhibitions and private functions.

The charities' finances remain a challenge and rely on donations from Stalham Town Council on an annual basis. Another form of income includes payments from Ofgem's Non-Domestic Renewable Heat Incentive scheme, a Government lead scheme to encourage the use of renewable heating systems. The Charity receives income from the hire of a number of rooms within the building which include the Main Hall that is used by a number of regular groups that includes the local Scouts, the local Youth Club, SWAN, (a support group for local women) and the local Bowls Club where their winter short mat bowls meetings take place. There are a number of organisations that use the hall for annual events and they include the local horticultural society and a local model railway club. There are also a number of ad hoc hirings and they are mostly for celebratory parties but also we have a local running club who use the hall for a halfway resting point during one of their ultra marathons. The smaller rooms are used by many organisations for meetings etc but it is also used by the local Child Services for supervised family meetings and the NHS Diabetic Eye Clinic for the regular checkups needed by their patients.



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The charity also have an agreement with Stalham Football Club to assist in the maintenance of the football pitch which helps considerably with costs albeit on a reduced level of hire income from them.

Plans to encourage further use of the rooms available for hire within the Poppy Centre and to seek funding to allow the unused building to be brought up to rental standard. If this is successful the local Community Gym could occupy the building on a leased agreement giving income for the charity and relieving it of the expenditure for regulatory annual checks. This would also allow two further rooms within the Poppy Centre to be available for hire thereby increasing the overall income.

Working details for ANNUAL RETURN - Year ended 31 March 2025

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code</u>	<u>Centre</u>	<u>Code Description</u>
1	11,954	2,612	310		General Reserves
1	Balances brought forward	11,954	2,612	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of the previous year.	
3	0	4,128	115	999	VAT on Receipts
3	9,427	12,023	1000	100	Hall Hire Income
3	4,150	5,048	1001	100	Community Gym Rent
3	40	1,926	1002	100	Misc Income
3	4,295	20	1002	200	Misc Income
3	0	2,347	1002	300	Misc Income
3	0	500	1003	100	Storage Hire
3	5,078	0	1010	300	Grants
3	6,380	0	1010	310	Grants
3	10,074	0	1010	320	Grants
3	0	66	1016	100	Birthday Parties
3	405	0	1020	100	Fundraising Income
3	32	0	1021	100	Credit Notes
3	0	1,130	1030	100	Donations
3	7,417	6,019	1110	100	RHI Refunds
3	0	20,000	1500	100	Stalham Town Council
3	0	15	1501	300	Recreation Ground Hire
3	262	0	1550	100	Event Income
3	0	205	1550	610	Event Income
3	140	1,438	1600	300	Football Income
3	(+) Total other receipts	47,701	54,864	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.	
5	(-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).	
6	3,600	1,373	515	999	VAT on Payments
6	0	35	4035	200	Bank Charges
6	2,674	2,871	4055	200	Insurance
6	0	668	4055	400	Insurance
6	40	0	4060	200	Stationary
6	466	0	4065	200	Office Equipment
6	1,002	1,079	4070	200	Telephone & Internet
6	1,090	2,518	4071	100	Professional Fees
6	99	540	4071	200	Professional Fees
6	0	120	4071	310	Professional Fees
6	205	168	4071	320	Professional Fees
6	0	629	4071	400	Professional Fees
6	220	729	4075	200	IT
6	1,393	1,422	4200	100	Rates
6	16	22	4220	100	Hall Hire Refunds
6	159	170	4225	100	Licenses
6	385	211	4230	100	Water
6	0	136	4231	100	Security
6	1,893	1,987	4231	300	Security
6	300	0	4231	310	Security
6	8,607	10,317	4235	100	Electric
6	23	0	4235	200	Electric
6	113	0	4235	300	Electric
6	0	474	4236	100	Legionella
6	80	77	4240	100	Equipment
6	5,169	0	4240	300	Equipment

Continued over page

Working details for ANNUAL RETURN - Year ended 31 March 2025

		<u>Last Year £</u>	<u>This Year £</u>	<u>Code</u>	<u>Centre</u>	<u>Code Description</u>
6		5,320	0	4240	310	Equipment
6		1,657	0	4240	320	Equipment
6		511	533	4245	100	Cleaning Equipment
6		0	157	4250	300	Planting
6		3,460	5,327	4255	100	Cleaners
6		106	1,119	4260	100	Fire Maintenance
6		3,012	1,603	4270	100	Air Con
6		2,536	1,381	4275	100	Doors & Shutters
6		312	1,207	4280	100	Lift
6		0	16	4285	100	Plumbing
6		0	841	4290	100	Electrics
6		727	1,219	4410	100	Bin collections
6		414	0	4410	300	Bin collections
6		1,364	987	4411	100	Sani Bins
6		2,842	3,169	4415	300	Grass Cutting
6		42	150	4420	300	Trees
6		0	67	4421	100	Signage
6		129	0	4421	300	Signage
6		253	0	4421	310	Signage
6		185	685	4500	100	General Maintenance
6		260	115	4500	300	General Maintenance
6		5,815	1,940	4500	310	General Maintenance
6		444	2,785	4500	320	General Maintenance
6		120	0	4505	310	Inspections
6	(-) All other payments	57,043	48,846	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).		
7	(=) Balances carried forward	2,612	8,630	Total balances and reserves at the end of the year. [Must equal (1+2+3)-(4+5+6)]		
8		2,612	0	200		S&B Charity Natwest Account
8		0	8,630	201		Unity
8	Total value of cash and short term investments	2,612	8,630	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.		
9		95,444	95,444			Total Fixed Assets
9	Total fixed assets plus long term investments and assets	95,444	95,444	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.		
10	Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).		

Annual Return for the financial year ended 31 March 2025

The annual return on pages 2 to 3 is made up of two sections:

- **Section 1** is the Statement of Receipts and Payments Accounts completed by Stalham and Brumstead Recreation Ground Charity.
- **Section 2** is completed by Aston Shaw Limited as the reviewer appointed by the Board of Trustees.

Section 1 – Accounting statements 31st March 2025 for:

Charity Name:

STALHAM AND BRUMSTEAD RECREATION GROUND
CHARITY NUMBER: 304072

	Year ending		Notes and guidance
	31 March 2024 £	31 March 2025 £	
1 Balances brought forward	11,954	2,612	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2 (+) Income from local taxation and/or levy	-	-	Total amount of local tax and/or levy received or receivable in the year including funding from a sponsoring authority. Excluding any grants received.
3 (+) Total other receipts	47,701	54,864	Total income or receipts as recorded in the cashbook less the taxation and/or levy (line 2). Include any grants received here.
4 (-) Staff costs	-	-	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5 (-) Loan interest/capital repayments	-	-	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6 (-) All other payments	57,043	48,846	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7 (=) Balances carried forward	2,612	8,630	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
8 Total cash and short term investments	2,612	8,630	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – to agree with bank reconciliation.
9 Total fixed assets plus other long term investments and assets	95,444	95,144	The value of all the property the authority owns – it is made up of all its fixed assets and long long term investments as at 31 March.
10 Total borrowings	-	-	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

I certify that the accounts contained in this return present fairly the financial position of the charity, are consistent with the underlying financial records and have been prepared on the basis of Receipts and Payments.

Signed by Responsible Financial Officer:

Date

16/2/26

I confirm that these accounts are approved by the Board:

and recorded as minute reference:

Signed by Chair of meeting approving these accounting statements:

Date

16/2/26

Section 2 – Independent Examiner's report 31 March 2025

I report to the trustees on my examination of the accounts for the year ended 31 March 2025 of:

Charity Name:

STALHAM AND BRUMSTEAD RECREATION GROUND
CHARITY NUMBER: 304072

Respective responsibilities of the Trustees

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Charity's Constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent examiner's statement

I report in respect of my examination of the Charity'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.

Report

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.

Reviewer signature



Reviewer

Lynn Mandari ACCA

Date 19/02/2026

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

The Association of Chartered Certified Accountants (ACCA)

Address:

Aston Shaw Limited
The Union Building,
51-59 Rose Lane
Norwich
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