

**LAKENHEATH PLAYING FIELDS ASSOCIATION**

RECEIPTS AND PAYMENTS ACCOUNT

STATEMENT OF ASSETS AND LIABILITIES

Registered Charity number 304908

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I report in respect of my examination of the Charities accounts carried out under Section 145 of the Act and in carrying out my examination, I have followed all the applicable Guidance given by the Charity Commission under section 145 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:

1. The accounting records were not kept in accordance with Section 130 of the Charities Act 2011;
2. The accounts did not accord with the accounting records.

There are concerns and have come across no other matters in connection with the accounts which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Polly Goss

21 Holly Close,

Haywards, Bury St Edmunds,

Suffolk IP29 6BJ



**Independent Examiner's Report**

**To the Trustees of Lakenheath Playing Fields Association**

**On the Accounts for the year ended 31<sup>st</sup> December 2023**

I report to the Trustees on my examination of the accounts of the above Charity, set out as items 2 & 3, for the year ended 31<sup>st</sup> December 2023 as follows:-

**Responsibilities and basis of report:-**

As the Charity's Trustees, 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 Charity;s accounts carried out under Section 145 of the Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(s)(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:

1. The accounting records were not kept in accordance with Section 130 of the Charities Act 2011;
2. The accounts did 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 this report in order to enable a proper understanding of the accounts to be reached.

  
**Terry Ball**

**5 Holly Close,**

**Horringer, Bury St Edmunds,**

**Suffolk IP29 5SZ**



# LAKENHEATH PLAYING FIELDS ASSOCIATION

## Receipts and Payments account for the year ending 31<sup>st</sup> December 2023

### Receipts

<u>2022</u>		<u>2023</u>
Government Grants	NIL	£880.00
Regular hirers fees	£11025.00	£15650.05
Ad hoc hall hire fees	£13066.12	£7994.00
Sports clubs fees	£3500.00	£2000.00
Bar takings	£46281.09	£40859.63
Event ticket sales	Not recorded separately	£754.73
Fundraising	£1450.00	£734.80
Event sponsorship	Not recorded separately	£1250.00
Insurance claims	NIL	£479.80
Other miscellaneous income	None recorded	£49.40
<b>TOTAL INCOME FOR YEAR</b>	<b>£75322.21</b>	<b>£70652.41</b>

Disco and entertainment	£1480.00
Miscellaneous purchases	£2148.89
<b>TOTAL EXPENDITURE FOR YEARS FOR YEAR</b>	<b>£3628.89</b>

### Payments

Rent for field		£1489.96
Water rates	£1701.81	£970.44
Refuse collection	£1582.16	£979.68
Electricity	£13220.10	£11158.30
Insurance	£1172.11	£1176.53
Cleaning labour costs	£3875.00	£3250.00
Cleaning consumables	£786.14	£761.29
Bar stock and expenses	£28022.52	£24066.22



Loan repayments/ interest	£24315.04	£16163.73
Property maintenance	£7176.27	£3393.04
Licences	£990.24	£604.00
Stationery		£35.28
Legal fees	£2226.00	NIL
Broadband and phone	£688.32	£524.16
Advertising and marketing		£143.83
Purchases from Grant income		£489.51
Purchases from sponsorship		£1159.70
Crockery purchase		£54.58
Insurance purchases		£479.80
Sum-up fees deducted		£443.35
Stripe fees deducted		£18.57
Purchase of equipment		£940.97
Council rates		£227.84
Event expenditure		£536.28
Discos and entertainment		£1480.00
Miscellaneous purchases	£2146.66	£83.06
<b>TOTAL EXPENDITURE FOR YEARS FOR YEAR</b>		
	<b><u>£87902.37</u></b>	<b><u>£70630.12</u></b>

Deficit for the year ending 31st December 2022	£12580.16
Surplus for year ending 31 <sup>st</sup> December 2023	£22.29

Cash funds 31/12/2022	£17753.34
Cash funds 31/12/2023	£17775.63



# **LAKENHEATH PLAYING FIELDS ASSOCIATION**

## **Statement of Assets & Liabilities as at 31<sup>st</sup> December 2023**

### **Cash funds;**

<b>Lloyds Bank Treasurer's account</b>	<b>£17775.63</b>	
<b>Bar float</b>	<b>£600.00</b>	<b>£18375.63</b>

**There are no further monetary assets.**

**Assets retained for the Charity's own use**

**Land and buildings held on Lease-not valued**

**Plant and equipment -not valued**

<b>Bar stock</b>	<b>£3250.00</b>
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### **Liabilities**

<b>Lloyds Bank loans</b>	<b>£7808.08</b>	
<b>Private loan repayable over next 4 years</b>	<b>£22000.00</b>	<b>£29008.08</b>

**The Charity has no restricted or endowment funds.**



Lakenheath Pavilion, Eriswell Road, IP27 9AF



[secretary@lakenheathplayingfields.org](mailto:secretary@lakenheathplayingfields.org)

## Trustees' Annual Report – 2023

Lakenheath Playing Field Association (“LPFA”) is a registered charity, #304908, operating in Lakenheath, Suffolk. The LPFA are responsible for two large playing fields, Lakenheath Pavilion, and other facilities on-site such as the multi-use games arena and skate park. The LPFA operates in accordance with the Trust Deed, agreed with the Charity Commission on 9<sup>th</sup> October 1967.

Lakenheath Pavilion continued to be hired out for private bookings throughout 2023. These bookings are essential for the continued operation of the LPFA, as the revenue from hire fees is a key income stream for us, alongside the bar takings that comes with some of these events.

As an organisation, our financial outgoings mostly consist of the following: rent (to Elveden Estates for the land), business rates, bar stock/purchases, insurance, hall cleaning (and related consumables purchases), utilities (mostly electricity, alongside water, refuse collection, and broadband), and maintenance (including contractors to complete jobs where required).

Additionally, the LPFA continues to pay off two loans. As of the end of 2023, these loans are:

- An owed balance of £22,000 from the build of the extension to Lakenheath Pavilion – now being paid across four years paying £5,500 per year
- An owed balance of £7,800 on a Bounce Back Loan taken out during the pandemic – now being paid at a value of circa £240/month

The cost of our outgoings is covered from our income streams, and these are made up of the following:

- Private hire of Lakenheath Pavilion for events, including weddings, parties, etc
- Ongoing usage of Lakenheath Pavilion by Lakenheath Little Fishes, and other organisations such as a pilates group, and a youth dance group
- Our Lakenheath Pavilion bar income, after bar operational costs such as stock purchases
- Hire of facilities from local sports teams
- Our own events, and fundraising from these events, including our Party on the Pitch events and Lakenheath Fete

As a committee, we hold monthly committee meetings. These are used to discuss the financial position of the charity and our future plans/projects, alongside the day to day operations of the organisations. Our committee, as of the end of 2023, consisted of eight members: Kevin Watts (Chairman); Tracy Whitehand (Vice Chair); George Plumb (Treasurer); Monica Schichtel (Secretary); Brian Rutterford; Anita Sutton; Maggie Satterley; Debbie Cohn. Representatives from our local sports teams are also invited to our committee meetings.



**Lakenheath Pavilion, Eriswell Road, IP27 9AF**



**[secretary@lakenheathplayingfields.org](mailto:secretary@lakenheathplayingfields.org)**

From an overall financial perspective, the LPFA were just over breaking even for the year, with a £22 increase in bank balance from the start to the end of the year. The only reason for this is due to the bad weather at Lakenheath Fete that year, in which while we still raised over £400 for the LPFA, compared to the previous year this was £1,000 less than expected.

In addition to Lakenheath Fete, 2023 saw us undertake many more of our own successful events to help fundraise for the organisation, including numerous Party on the Pitch events, May Day event, King's Coronation celebrations, a Halloween Party and a New Year's Eve party.

Looking forward into 2024 and beyond, there are many projects we are looking to undertake, such as replacement fencing, replacement of outdoor lighting, to improve the playing field site as a whole.

The LPFA is a long-established charity, and while we continue to pay off loans, the Trustees are confident that the charity is financially stable. We continue to fulfil our "modus operandi" of providing a much needed facility for the large village of Lakenheath.