

# GRAVES PARK

England & Wales · Charity number 510841

## Details

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**Other names** GRAVES PARK

**Status** Registered

**Legal form** Other

**Registered** 1981-01-23

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Sheffield City Council  
Town Hall  
Pinstone Street  
Sheffield  
S1 2HH

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**Email** [ruth.bell@sheffield.gov.uk](mailto:ruth.bell@sheffield.gov.uk)

## Activities

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**Objects:** THE OBJECT OF THE CHARITY IS THE PROVISION AND MAINTENANCE OF A PARK AND RECREATION GROUND FOR USE BY THE PUBLIC WITH THE OBJECT OF IMPROVING THEIR CONDITIONS OF LIFE.

**Activities:** Graves Park is classified as a City Park and a major visitor attraction with bowling greens, tennis courts, pitch and putt golf, cricket, football and a popular animal farm.

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** Amateur Sport, Animals, Environment/conservation/heritage, Recreation
- **Who:** The General Public/mankind

## Geography

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- Sheffield City

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£848,589	£845,302	£2,504,635	9
2024-03-31	£728,440	£820,753	£2,501,348	9
2023-03-31	£655,416	£740,992	£2,313,094	9
2022-03-31	£527,903	£616,019	£2,398,671	10
2021-03-31	£736,180	£561,207	£2,486,787	10

## Trustees

Name	Role	Appointed
SHEFFIELD CITY COUNCIL		

**GRAVES PARK**

England & Wales - Charity number 510841

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# Accounts

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Charity registration number 510841 (England and Wales)

**GRAVES PARK**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

# GRAVES PARK

## LEGAL AND ADMINISTRATIVE INFORMATION

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### Trustees

Sheffield City Council is the sole Trustee of the charity, acting through the Charity Trustee Sub Committee.

### Trustees

Cllr Richard Williams (Chair)  
Cllr Fran Belbin (Deputy Chair)  
Cllr Douglas Johnson (Group  
Spokesperson)  
Cllr M Chaplin  
Cllr K Crossthorn

### Charity number (England and Wales)

510841

### Principal address

Sheffield City Council  
Parks and Countryside  
Centre in the Park  
Guildford Avenue  
Sheffield  
S2 2PL

### Independent examiner

Melvin Bailey FCCA DChA  
for and on behalf of:  
Rogers Spencer  
Newstead House  
Pelham Road  
Nottingham  
NG5 1AP

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# GRAVES PARK

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# GRAVES PARK

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 MARCH 2025

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The trustees present their report together with the financial statements of the charity for the year ended 31 March 2025. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and the requirements of the Statement of Recommended Practice, 'Accounting and Reporting by Charities' Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective on 1 January 2019 (Updated second edition – October 19).

#### **Description of Charity's Trusts and Objects**

The governing document is a scheme dated 12 March 2009. The Park is held on trust for the recreation of the public as public walks or pleasure grounds or as an open space within the meaning of the Open Space Act 1906.

#### **Objectives and activities**

The object of the charity is the provision and maintenance of a park and recreation ground for use by the public with the object of improving their conditions of life. Graves Park is classified as a city park and a major visitor attraction with bowling greens, tennis courts, pitch and putt golf, cricket, football and a popular animal farm.

The charity operates for the benefit of the inhabitants of Sheffield without distinction of sex, race or political, religious or other opinions in a common effort to advance education, health and wellbeing and to provide facilities for recreation and other leisure time occupation with the object of improving the health and condition of life of the said inhabitants and, particularly of those who have need of such facilities by reason of their youth, age, infirmity or disablement, poverty or social and economic circumstances.

The object of the charity is met by the following on-going activities:

- Provision of a well-maintained, safe and welcoming environment for casual recreation.
- Provision of sports facilities for both formal and informal use by residents from across the city.
- Provision of visitor services including Café, mobile catering concessions and during summer months children's bouncy castles and land train.
- Provision of a farm as a visitor attraction and educational resource.

The charity has sought to utilise its financial resources including grant funding from Sheffield City Council and other fund-raising activities to provide a high-quality recreational site for the benefit of the residents of the city of Sheffield.

Graves Park and Graves Park Animal Farm's annual assessment against the Green Flag criteria was carried out to determine current level of standard and to identify and implement incremental improvements.

The Rose Garden Café is now full open inside with scaffolding still supporting the wall of the café on the outside of the building. To date, Sheffield City Council has funded multiple surveys and design work and the design team have developed plans for the proposed refurbishment of the café. Fundraising through public engagement and grant applications is ongoing.

Due to continued reduction in public finances and the consequential pressure on local authority budgets, the charity continues to review its fundraising activities to ensure improved security of, and increase in, financial resources available for its ongoing charitable activities.

#### *Public benefit*

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

# GRAVES PARK

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

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#### **Achievements and performance**

##### *Significant activities and achievements against objectives*

Graves Park is important to many people both locally and from across Sheffield as a free to all city park and animal farm. It aims to enhance the lives of as many people as possible with provision of green space but also in terms of activities on offer and things to see and do. We continue to provide a large and variety of facilities for people of all ages. This includes sports facilities such as a pitch and putt facility (unmanned, but still maintained), bowling green, three cricket pitches, 4 marked football pitches and several unmarked kickabout pitches, and tennis courts. We also have animal paddocks in the Animal Farm and wider park for people to see and interact with farm animals. We also provide an extensive events programme throughout the year run by the Animal Farm, Sheffield Council Major Events Team and also through partnership with charities, community groups and commercial events providers.

The park and animal farm continue to be extremely busy. Additional pressure has been placed on litter management in the park and we continue to increase bin provision both in permanent bins as well as temporary 'Euro bins' placed on the main field in the park from May – September.

We continue to adapt to environmental challenges such as increased rainfall and flooding in the park and we have undertaken works to de-silt the stream at the bottom of the park.

Over the past couple of years we have lost a number of mature trees due in part to diseases such as Ash die-back, but also due to exceptionally high winds and storm conditions. In 2023, we lost a beautiful 'lone tree' in the park, and the outpouring of grief and memories for this tree demonstrated the strong sense of ownership and belonging people associate with the park. In 2024/25 we undertook a consultation on what people's memories were and we appointed a local artist to design a sculpture in honour of people's association with this tree and the park. This will be completed in September 2025.

In response to climate change and the Nature Emergency; the park no longer uses glyphosate-based weed killer (since 2021/22). A mulching program to combat weed growth in the shrub beds is on-going and is being supported by a number of corporate volunteering sessions.

In the last year the following work has taken place:

- Mulching program of herbaceous borders and shrub beds continued with support from corporate volunteering groups to provide natural weed suppression.
- Aerating the 'Dairy Field' and 'Events Field' in the park during Spring – this has allowed areas to be used for temporary overflow parking throughout Summer; providing an income to the charity and allowing more people to access the park, but ensuring the ground is not damaged.
- Purchase of nine new golf tees for the pitch and putt (to be installed in Summer 2025).
- Commissioned eight new interpretation boards for the park.
- Commissioned three new information signs (giving information about the Rose Garden, pond birds and old Summerhouse).
- Upgrading the kitchenette in the Sports pavilion in the park

# GRAVES PARK

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

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At the Animal Farm, we have continued to build on previous years' successes including many popular, and now annual events such as 'Sheffield's Biggest Easter Egg Hunt', Pumpkin Picking Halloween event, 'Dino Week' and a program of themed weeks throughout the 6 weeks holidays. We were also able to offer more experiences with our animals including lamb bottle feeding which we introduced in 2023 to provide a more interactive and educational experience at the farm, as well as generating additional income for the charity.

We also opened the farm for two 'after dark' events; a children's Halloween party and a children's Christmas party both of which were very successful.

A second contactless donation point was installed at the farm, and we have seen a big increase in our donations.

We were able to welcome over 20 school groups to the Animal Farm with a range of guided, unguided and interactive session options as well as the provision of a 'classroom barn' for hire.

The farm will continue to maintain an extremely high level of animal welfare standards, and continue to provide an outstanding visitor experience including a popular program of events which will increase income for the charity.

There have been considerable challenges in park maintenance at the Rose Garden Café and other structure around the park including damage to walls around the park during storms caused by tree fall and repairs. The café rebuild design is progressing well and a public consultation informed designs for the restoration which were made public in March 2025.

A historically sensitive restoration was made to a stone bridge in the park which had been repaired previously using modern materials in May 2024.

New signage interpretation boards were commissioned as a result of the Friends of Graves Park project to uncover more of the history of the park and will be installed in Summer 2025.

#### **Groups With Interest At The Park**

There are two active Friends groups within the park, the Friends of Graves Park, and the Friends of Woodseats Playground. Both groups have contributed towards improvements in the park including the Friends of Woodseats playground upgrade in 2024 and the Friends of Graves Park history project back in 2023/24. Both friends groups continue to support maintenance of several areas of the park to an extremely high standard.

We have worked collaboratively with several corporate groups in the park in 2024/25 including the Environmental Agency, Santander, HSBC, Aviva and also local scout and church groups in both the Animal Farm and wider park. These groups have helped our staff undertake a number of projects which have included:

- Mulching shrub beds at Charles Ashmore Road, Derbyshire Lane and the Rhododendron beds.
- Repairing some of the sheds at Graves Park Animal Farm with preservative
- Repainting the bowling pavilion where graffiti was painted on one side
- Clearing out the sand bunkers at the Pitch and Putt

In 2024 we also undertook a tender to bring the Glasshouses at Norton Nursery back into use. A Community Interest Group called Foodworks won this tender and have started working to improve the Glasshouses from Winter 2024.

Refurbishment work has been completed in collaboration between Sheffield City Council Public Health Grants and Foodworks with the Graves Park Charity instructing works to clear out the guttering in the Glasshouses to prevent structural damage, and to replace many broken panes of glass in the roof.

In 2024/25 Foodworks began clearing two sections of the greenhouse, starting a no-dig bed and planting their first crops to support their mission of teaching local people to grow their own food and to improve food resilience in the city. They have had a very positive start and further information can be found here: : [There's a new community-driven mission for nature-friendly food in Sheffield – Food Works](#)

For the next financial year 2025/26 we plan to start working with the Sheffield City Council Adult Social Care service to set up the 'Graves Park Urban Volunteers' who will be volunteering once a week in the park supported by care workers.

# GRAVES PARK

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2025**

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### Events

The events in 2024 were improved by works to make the carparking more accessible by aerating the ground in Spring and we were able to confidently welcome thousands of visitors. Some have visited us for the first time, but many now attend regularly due to a positive experience from previous events in the park, or because they have 'rediscovered' the park by attending an event. We have had minimal complaints from local residents during events and they are aware of the extra work we put into making events run as smoothly as possible including over flow parking, coning off local roads and changing traffic light timings to allow a better flow of traffic during busy periods.

We will continue to investigate ways that car parking, litter and visitor management can be improved during busy periods as having more of the people of Sheffield able to enjoy the park is a key part of the charitable objective.

The following events took place during 24/25:

Date	EVENT	Approx. attendance	Organisation
21/04/2024	TBC SY Replay Event	1000	Major Events
06/05/2024	Graves Park Country Show	10,000	Major Events
12/05/2024	Morris Minor Open Day	400	Barnsley Morris Minor Owners club
18/05/2024	SY Orienteering	400	Major Events
08/06/2024	Pretty Muddy	3,000	Major Events
09/06/2024	Race For Life	3,000	Major Events
02/07/2024	50 Things To Do Before You're 5	50	SCC FACES Team
26/07/2024	Thunder Theme Park Fair	600	International Funfairs
27/07/2024	Thunder Theme Park Fair	600	International Funfairs
28/07/2024	Thunder Theme Park Fair	600	International Funfairs
29/07/2024	Thunder Theme Park Fair	600	International Funfairs
30/07/2024	Thunder Theme Park Fair	600	International Funfairs
31/07/2024	Thunder Theme Park Fair	600	International Funfairs
01/08/2024	Thunder Theme Park Fair	600	International Funfairs
02/08/2024	Thunder Theme Park Fair	600	International Funfairs
03/08/2024	Thunder Theme Park Fair	600	International Funfairs
04/08/2024	Thunder Theme Park Fair	600	International Funfairs
16/11/2024	Movember – MoRuns	Unconfirmed	Major Events
15/12/2024	SY Cross Country	Unconfirmed	Major Events
11/01/2025	Schools XC	400	Major Events
01/03/2025	Schools XC	400	Major Events

# GRAVES PARK

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

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#### Financial review

**Restricted Funds** - Net income of £2,856 (23/24: Net expenditure of £92,944) comprising capital receipt of £64,906 (23/24 grants/receipts £nil) and Depreciation of £62,050 (23/24: £92,944).

**Unrestricted funds** – Net income of £431 (23/24: £631). The income from charitable activities was £569,991 (23/24: £412,252). The income from donations and legacies was £213,261 (23/24: £315,557) and interest received of £431 (interest on investments (23/24: £631).

The charitable expenditure was £762,937 (23/24: £709,354). The deficit was funded by the grant from Sheffield City Council of £202,197 (23/24: £291,124).

The additional expenditure in 2024/25 has been offset by an increase in Animal Park income to £312,364 (23/24: £214,916). This is due to the number of visitors continuing to increase demand.

At 31 March 2025 the charity had total funds of £2,504,635 (23/24: £2,501,348). These funds are mainly tied up in fixed assets and investments on the Restricted Fund of £2,491,095 (23/24: £2,488,239). There are investments of £13,540 (23/24: £13,109)

There was investment income in the year of £431 (23/24: £631) and this has been transferred to the Designated Fund which now totals £1,779 and is available to spend in accordance with the Charity's Trusts & Objectives.

#### *Reserves policy*

As the charity is managed and funded by the Council no specific charity reserves are deemed to be necessary, except for those reserves represented by fixed assets.

Annual revenue expenditure is generally greater than income and the variance is borne by the Council and not carried forward into the next financial year.

This charity has specific monies invested in the Council's internal investment fund. Interest is received half yearly on the monies invested. These investments form the restricted funds and any interest is used in line with the restrictions on the funds.

#### **Risk Management**

The charity is dependent for its day-to-day management upon Sheffield City Council. It is therefore considered expedient and cost effective for the charity to adopt the Council's risk management policy and strategy, which it considers is a crucial part of the service planning process in highlighting key risks and how they affect the Council's ability to deliver its service and how they will be managed. The Council has incorporated a formal approach to risk management in its day-to-day operations and has developed a toolkit to allow managers to identify risk, which would prevent them from achieving their objectives and to provide information and guidance on how these risks can be managed. The Council operates an Internal Insurance Account covering a variety of risks.

# GRAVES PARK

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

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#### Plans for future periods

We will continue to upgrade the Park and Animal Farm for all to benefit including:

- Continued work to find funding for the restoration and refurbishment of the Rose Garden Café with the Rose Garden Café Partnership.
- Install a memorial sculpture from our 'lone tree' that fell in the park in the Winter of 2023.
- Continue to provide additional volunteering opportunities for corporate groups in the park.
- Set up 'Graves Park Urban Volunteering' group
- Install interpretation signage developed with the Friends of Graves Park through their 'Digging Deeper' project (commissioned in 2024/25 and due to be installed in the Spring/Summer of 2025).
- Increase use of sports pavilion building currently used by footballers and cricketers for changing rooms.
- Deliver more educational visits, popular events, and interactive educational experiences at the Animal Farm.
- Build on income generating activities developed at the Animal Farm to offset increasing costs of welfare and utilities all while continuing to enhance the visitor experience.

#### Structure, governance and management

Graves Park is a charity and the sole Trustee is Sheffield City Council. The Charity Trustee Sub Committee is a standing sub committee of the Strategy and Resources Policy Committee. It has been established to take all decisions of the Council, including but not limited to disposal of and other dealings with charitable land.

Management of the park is the responsibility of the Councils' Parks and Countryside service. Management and administrative decisions which are not decisions of the Council as Trustee, may be made, in accordance with the Leaders' Scheme of Delegation, by the Executive Director of Neighbourhood Services, the Director of Parks, Leisure and Libraries, or the head of Parks and Countryside service.

The trustees who served during the year and up to the date of signature of the financial statements were:

Cllr Richard Williams (Chair)

Cllr Fran Belbin (Deputy Chair)

Cllr Douglas Johnson (Group Spokesperson)

Cllr M Chaplin

Cllr K Crossthorn

#### Recruitment & appointment of trustees

Graves Park is a charity, for which Sheffield City Council is sole trustee, acting through the charity trustee subcommittee (a standing subcommittee of the council's strategy and resources policy committee).

Councillors are elected by registered voters in their wards and are appointed to the committee by full council in accordance with the council's constitution. Appointments to the committee comply with the requirements of political proportionality as set out in the local government and housing act 1989.

Councillors serving on the committee receive appropriate induction to ensure they understand the distinction between the council's statutory duties and its legal obligations as charitable trustee.

Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

# GRAVES PARK

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2025**

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### **Trustees induction & training**

New trustees undergo training to brief them on their main duties: their legal obligations under charity and company law, the Freedom of information act 2000 and the Equalities act 2010, the Charity Commission guidance on public benefit, and the the committee and decision-making processes. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

The trustees' report was approved by the Board of Trustees.



Cllr Richard Williams (Chair)  
**Trustee**

26 January 2026

# GRAVES PARK

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

*FOR THE YEAR ENDED 31 MARCH 2025*

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The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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 trust deed. 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.

# GRAVES PARK

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF GRAVES PARK

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I report to the trustees on my examination of the financial statements of Graves Park (the charity) for the year ended 31 March 2025.

### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

### **Independent examiner's statement**

Since the charity's gross income exceeded £250,000, the independent examiner must be a member of a body listed in section 145 of the Charities Act 2011. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared the financial statements in accordance with the relevant version of the Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn. I understand that this has been done in order for the financial statements to provide a true and fair view in accordance with UK Generally Accepted Accounting Practice.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act 2011.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination.

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 financial statements to be reached.



### **Melvin Bailey FCCA DChA**

Newstead House  
Pelham Road  
Nottingham  
NG5 1AP  
27 January 2026

# GRAVES PARK

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 31 MARCH 2025**

	Notes	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
<b>Income from:</b>							
Donations and legacies	3	213,261	64,906	278,167	315,557	-	315,557
Charitable activities	4	569,991	-	569,991	412,252	-	412,252
Investments	5	431	-	431	631	-	631
<b>Total income</b>		<b>783,683</b>	<b>64,906</b>	<b>848,589</b>	<b>728,440</b>	<b>-</b>	<b>728,440</b>
<b>Expenditure on:</b>							
Raising funds	6	20,315	-	20,315	18,455	-	18,455
Charitable activities	7	762,937	62,050	824,987	709,354	92,944	802,298
<b>Total expenditure</b>		<b>783,252</b>	<b>62,050</b>	<b>845,302</b>	<b>727,809</b>	<b>92,944</b>	<b>820,753</b>
<b>Net income/(expenditure)</b>		<b>431</b>	<b>2,856</b>	<b>3,287</b>	<b>631</b>	<b>(92,944)</b>	<b>(92,313)</b>
<b>Other recognised gains and losses:</b>							
Revaluation of tangible fixed assets		-	-	-	-	280,567	280,567
<b>Net movement in funds</b>	<b>9</b>	<b>431</b>	<b>2,856</b>	<b>3,287</b>	<b>631</b>	<b>187,623</b>	<b>188,254</b>
<b>Reconciliation of funds:</b>							
Fund balances at 1 April 2024		1,348	2,500,000	2,501,348	717	2,312,377	2,313,094
<b>Fund balances at 31 March 2025</b>		<b>1,779</b>	<b>2,502,856</b>	<b>2,504,635</b>	<b>1,348</b>	<b>2,500,000</b>	<b>2,501,348</b>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# GRAVES PARK

## BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025		2024	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	13		2,491,095		2,488,239
Investments	14		13,540		13,109
			<u>2,504,635</u>		<u>2,501,348</u>
<b>Current assets</b>					
Debtors	15	1,750		1,248	
<b>Creditors: amounts falling due within one year</b>	16	(1,750)		(1,248)	
<b>Net current assets</b>			-		-
<b>Total assets less current liabilities</b>			<u>2,504,635</u>		<u>2,501,348</u>
<b>The funds of the charity</b>					
Restricted income funds	18		2,502,856		2,500,000
Unrestricted funds	19		1,779		1,348
			<u>2,504,635</u>		<u>2,501,348</u>

The financial statements were approved by the trustees on 26 January 2026



Cllr Richard Williams (Chair)  
Trustee

# GRAVES PARK

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2025

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	Notes	2025 £	£	2024 £	£
<b>Cash flows from operating activities</b>					
Cash generated from/(absorbed by) operations	23		64,906		(156)
<b>Investing activities</b>					
Purchase of tangible fixed assets		(64,906)		-	
Investment income received		431		631	
		<u>          </u>		<u>          </u>	
<b>Net cash (used in)/generated from investing activities</b>			(64,475)		631
<b>Net cash generated from financing activities</b>			-		-
			<u>          </u>		<u>          </u>
<b>Net increase in cash and cash equivalents</b>			431		475
Cash and cash equivalents at beginning of year			13,109		12,634
			<u>          </u>		<u>          </u>
<b>Cash and cash equivalents at end of year</b>			<u>13,540</u>		<u>13,109</u>

Cash flows above represent the movements in the consolidated loans fund balance.

# GRAVES PARK

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2025

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#### 1 Accounting policies

##### Charity information

Graves Park is a registered charity in England. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are for the recreation of the public as public walks or pleasure grounds or as an open space.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective on 1 January 2019 (Updated second edition – October 19), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

##### 1.1 Accounting convention

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The principal accounting policies adopted in the preparation of the financial statements are as follows:

##### 1.2 Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

##### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors or which have been raised by the charity for particular purposes. The aim and use of each restricted fund is set out in the notes to the financial statements.

Endowment funds represent those assets which must be held permanently by the charity, principally investments. Income arising on the endowment fund can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of the fund.

# GRAVES PARK

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

---

#### 1 Accounting policies

(Continued)

##### 1.4 Income

Income from donations and grants, including capital grants, is included in income when it is probable that the income will be received, and is allocated to the appropriate fund.

Investment income is included when receivable.

Rental, events, activity and similar income is included when the event or function has taken place.

The cost of running the park is funded by Sheffield City Council. Annual revenue expenditure is generally greater than income and any variance is borne by the Council by way of a grant to the charity.

##### 1.5 Expenditure

Expenditure is included in the Statement of Financial Activities on an accruals basis, net of any VAT, which can be recovered as Sheffield City Council is the sole trustee and therefore has special status under s33 VAT Act 1994.

The main exception to this treatment is payments for such items as gas and electricity are charged at the date of the meter reading rather than being apportioned between years. This policy is applied consistently each year.

Expenditure has been allocated to the activities to which it is directly attributable.

The cost of generating any external funding, such as grant applications and events, is attributable to the time of Sheffield City Council officers who work on a range of projects including the charity. As such it is not possible to accurately apportion the cost of this to the charity so no charge is included in the accounts.

Charitable activities are set out within the charitable deeds and represent the costs associated with the running and maintenance of the park.

Independent examination costs and finance officer costs are charged to the charity. The Council currently absorbs the cost of other officers' time. This policy is kept under review.

##### Staff costs

The staff who work for the charity are employed by Sheffield City Council, and are subject to the terms and conditions of that organisation. The costs of such staff are recharged to the charity. Full disclosure of the relevant staff costs and numbers is provided in the notes to these financial statements.

##### Pensions

City Council employees may participate in the Local Government Superannuation Scheme, which provides members with defined benefits related to pay and service. The City Council makes payments for this group of employees to the South Yorkshire Pensions Authority, which administers pension arrangements on behalf of Sheffield City Council and the other local authorities in the South Yorkshire area. The City Council bears any deficit or surplus on the scheme and does not charge this to the charity.

# GRAVES PARK

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

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### 1 Accounting policies

(Continued)

#### 1.6 Tangible fixed assets

Graves Park is classified as a Community Asset. The trustees policy is to value Community Assets at £Nil.

Land and buildings have been initially valued at their deemed cost at the date of transition to SORP (FRS 102).

Charity assets are revalued on a 5-year rolling programme (unless significant works are undertaken in the meantime that would materially impact asset values) to ensure that material changes in value are reflected as at the balance sheet date. Additional revaluations may be undertaken on an ad hoc basis i.e. where properties change use, there has been a material change in value.

Other Plant and Equipment are carried at cost.

Expenditure on fixed assets is capitalised, provided that the fixed asset yields benefit to the charity and the services it provides are for a period of more than one year.

Assets have been reviewed for any impairment loss in respect of consumption of economic benefit.

Depreciation is provided on fixed assets at rates calculated to write off the cost of the assets over their expected useful lives as follows:

- Land and previously revalued buildings are not depreciated.
- Park buildings have been depreciated on a straight line basis over 10, 15 or 40 years, commencing on the transfer from assets under construction.
- Plant, furniture and equipment have been depreciated on a straight line basis over 10 years.
- Depreciation is not provided on assets under construction.

#### 1.7 Fixed asset investments

Fund balances are invested internally with Sheffield City Council. Investments are held at market value.

#### 1.8 Financial instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# GRAVES PARK

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 3 Income from donations and legacies

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Donations and gifts	10,854	-	10,854	3,271	-	3,271
Grants	202,407	64,906	267,313	312,286	-	312,286
	<u>213,261</u>	<u>64,906</u>	<u>278,167</u>	<u>315,557</u>	<u>-</u>	<u>315,557</u>
<b>Donations and gifts</b>						
General (Animal Park)	10,218	-	10,218	3,271	-	3,271
S106 Maintenance	636	-	636	-	-	-
	<u>10,854</u>	<u>-</u>	<u>10,854</u>	<u>3,271</u>	<u>-</u>	<u>3,271</u>
<b>Grants</b>						
DEFRA	-	-	-	11,768	-	11,768
Maintenance funds drawn down	-	-	-	9,236	-	9,236
Sheffield City Council - revenue	202,197	-	202,197	291,126	-	291,126
Investment drawn down to revenue	210	-	210	156	-	156
Sheffield City Council - capital receipts	-	64,906	64,906	-	-	-
	<u>202,407</u>	<u>64,906</u>	<u>267,313</u>	<u>312,286</u>	<u>-</u>	<u>312,286</u>

If expenditure is greater than income the variance is borne by Sheffield City Council and not brought forward into the next financial year.

# GRAVES PARK

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 4 Income from charitable activities

	Income from charitable activities 2025 £	Income from charitable activities 2024 £
Outdoor sports	5,407	1,286
Events	28,364	24,615
Memorial benches & tree planting	10,256	3,437
Animal Park income (excl donations & sponsors)	312,364	214,916
Car parking income	58,968	52,425
Rents	157,487	105,740
Miscellaneous	(2,855)	9,833
	<u>569,991</u>	<u>412,252</u>
<b>Analysis by fund</b>		
Unrestricted funds	<u>569,991</u>	<u>412,252</u>

### 5 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Interest receivable	<u>431</u>	<u>631</u>

### 6 Expenditure on raising funds

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
<b>Fundraising and publicity</b>		
Events	<u>20,315</u>	<u>18,455</u>

# GRAVES PARK

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 7 Expenditure on charitable activities

	ParkAnimal Farm		Total	ParkAnimal Farm		Total
	Operation	Costs		Operation	Costs	
	Costs	Costs		Costs	Costs	
	2025	2025	2025	2024	2024	2024
	£	£	£	£	£	£
<b>Direct costs</b>						
Staff costs	189,415	231,475	420,890	140,014	198,080	338,094
Depreciation and impairment	62,050	-	62,050	92,944	-	92,944
Repairs & maintenance	11,187	4,839	16,026	16,529	10,146	26,675
Grounds maintenance	55,530	-	55,530	59,539	-	59,539
Tree work	6,166	-	6,166	10,771	-	10,771
Rangers	231	-	231	243	-	243
Playground refurbishment & maintenance	6,615	-	6,615	6,342	-	6,342
Electricity	19,318	7,900	27,218	23,052	7,769	30,821
Gas	6,992	-	6,992	6,012	-	6,012
Water & sewage	12,141	3,442	15,583	10,939	3,849	14,788
Telephones	106	280	386	500	221	721
Supplies & services	47,634	156,575	204,209	57,663	155,002	212,665
	<u>417,385</u>	<u>404,511</u>	<u>821,896</u>	<u>424,548</u>	<u>375,067</u>	<u>799,615</u>
<b>Share of support and governance costs (see note 8)</b>						
Governance	3,091	-	3,091	2,683	-	2,683
	<u>420,476</u>	<u>404,511</u>	<u>824,987</u>	<u>427,231</u>	<u>375,067</u>	<u>802,298</u>
<b>Analysis by fund</b>						
Unrestricted funds	358,426	404,511	762,937	334,287	375,067	709,354
Restricted funds	62,050	-	62,050	92,944	-	92,944
	<u>420,476</u>	<u>404,511</u>	<u>824,987</u>	<u>427,231</u>	<u>375,067</u>	<u>802,298</u>

### 8 Support costs allocated to activities

	Park Operation Costs 2025 £	Park Operation Costs 2024 £
Governance	<u>3,091</u>	<u>2,683</u>

# GRAVES PARK

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 8 Support costs allocated to activities (Continued)

	2025	2024
	£	£
<b>Governance costs comprise:</b>		
Independent examination fees	1,750	1,248
Finance office costs	1,341	1,435
	<u>3,091</u>	<u>2,683</u>

### 9 Net movement in funds 2025 £ 2024 £

The net movement in funds is stated after charging/(crediting):

Fees payable for the independent examination of the charity's financial statements	1,750	1,248
Depreciation of owned tangible fixed assets	62,050	92,944
	<u>63,800</u>	<u>94,192</u>

### 10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 11 Employees

The average monthly number of employees during the year was:

	2025	2024
	Number	Number
	9	9
	<u>9</u>	<u>9</u>

	2025	2024
	£	£
<b>Employment costs</b>		
Wages and salaries	308,440	254,017
Social security costs	31,139	24,351
Other pension costs	61,820	50,271
Other wages costs	19,491	9,455
	<u>420,890</u>	<u>338,094</u>

Staff costs in 2024/25 comprise of Operations £189,415 (23/24 £140,014) and Animal Farm £231,475 (23/24 £198,080).

There were no employees whose annual remuneration was more than £60,000.

# GRAVES PARK

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 12 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

### 13 Tangible fixed assets

	Assets & buildings £	Council dwellings £	Plant and equipment £	Norton Lane Nurseries £	Total £
<b>Cost</b>					
At 1 April 2024	1,783,174	413,000	46,343	330,001	2,572,518
Additions	64,906	-	-	-	64,906
At 31 March 2025	1,848,080	413,000	46,343	330,001	2,637,424
<b>Depreciation and impairment</b>					
At 1 April 2024	37,932	-	46,343	4	84,279
Depreciation charged in the year	43,475	10,325	-	8,250	62,050
At 31 March 2025	81,407	10,325	46,343	8,254	146,329
<b>Carrying amount</b>					
At 31 March 2025	1,766,673	402,675	-	321,747	2,491,095
At 31 March 2024	1,745,242	413,000	-	329,997	2,488,239

All land and buildings are included at deemed cost as permitted on transition to SORP (FRS102) based on a valuation carried out 31st March 2024 by SCC Property Services.

#### Update on Rose Garden Cafe:

Following the Committee decision on 18th October 2023, the charity is developing a strategy for restoration of the Rose Garden Café. A partnership was set up in 2023/24 between Sheffield City Council, the Friends of Graves Park, and the Save the Rose Garden Café campaign. A refurbishment design has been established and fundraising to raise money for this is underway.

The café is fully open inside with scaffolding still supporting the front wall of the café on the outside of the building. To date, Sheffield City Council has funded multiple surveys and design work and the design team have developed plans for the proposed refurbishment of the café. Fundraising through public engagement and grant applications is ongoing.

# GRAVES PARK

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 14 Fixed asset investments

	<b>Unlisted investments £</b>
<b>Cost or valuation</b>	
At 1 April 2024	13,109
Interest received	641
Accounting adjustment (prior year)	(210)
	<hr/>
At 31 March 2025	13,540
	<hr/>
<b>Carrying amount</b>	
At 31 March 2025	13,540
	<hr/> <hr/>
At 31 March 2024	13,109
	<hr/> <hr/>

The charity funds are invested in Sheffield City Council's Consolidated Loan Funds and treated as permanent endowment funds. Interest can be used for unrestricted purposes. Market value is the same as historical cost.

### 15 Debtors

	<b>2025 £</b>	<b>2024 £</b>
<b>Amounts falling due within one year:</b>		
Other debtors	1,750	1,248
	<hr/>	<hr/>

### 16 Creditors: amounts falling due within one year

	<b>2025 £</b>	<b>2024 £</b>
Other creditors	1,750	1,248
	<hr/>	<hr/>

### 17 Retirement benefit schemes

	<b>2025 £</b>	<b>2024 £</b>
<b>Defined contribution schemes</b>		
Charge to profit or loss in respect of defined contribution schemes	61,820	50,271
	<hr/>	<hr/>

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

# GRAVES PARK

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 18 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	<b>At 1 April 2024</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>Gains and losses</b>	<b>At 31 March 2025</b>
	£	£	£	£	£
Squirrel Fund	127	-	-	-	127
Cafe Fund	1,088	-	-	-	1,088
Cobnar Cottage	10,545	-	-	-	10,545
Land & Buildings	1,990,173	64,906	(51,725)	-	2,003,354
Council Dwellings	217,500	-	(10,325)	-	207,175
Revaluation reserve	280,567	-	-	-	280,567
	<u>2,500,000</u>	<u>64,906</u>	<u>(62,050)</u>	<u>-</u>	<u>2,502,856</u>
<b>Previous year:</b>	<b>At 1 April 2023</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>Gains and losses</b>	<b>At 31 March 2024</b>
	£	£	£	£	£
Squirrel Fund	127	-	-	-	127
Cafe Fund	1,088	-	-	-	1,088
Chantry Cottage	157	-	-	-	157
Cobnar Cottage	10,545	-	-	-	10,545
Land & Buildings	2,075,460	-	(85,444)	-	1,990,016
Council Dwellings	225,000	-	(7,500)	-	217,500
	<u>2,312,377</u>	<u>-</u>	<u>(92,944)</u>	<u>-</u>	<u>2,219,433</u>
Revaluation reserve	-	-	-	280,567	280,567
	<u>2,312,377</u>	<u>-</u>	<u>(92,944)</u>	<u>280,567</u>	<u>2,500,000</u>

# GRAVES PARK

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

#### 18 Restricted funds

(Continued)

##### Squirrel Fund

This fund comprises a donation made for the specific purpose of feeding squirrels.

##### Café Fund

The fund comprises a donation made for the specific purpose of providing toys for use in the Rose Garden Café.

##### Cobnar Cottage

This fund comprises of income received relating to the sale of Cobnar Cottage, Cobnar Road.

##### Chantry Cottage

This fund comprises of income received relating to a 125 year lease of land adjacent to Chantry Cottage, Norton Lane.

##### Assets Under Construction

This fund relates to ongoing capital work for pathworks and installation of 2 cricket pitches which have been completed in year. The refurbishment of tennis courts and other improvements in the park are on-going.

##### Land & Buildings

This fund comprises a combination of various grants and donations made for the specific purpose of several capital projects including the Norton Lane Nursery, Rose Garden Café, the Sports Pavillion, the Cobnar Road Playground and the Inclusive Play area. In particular this year considerable work on high security animal fencing at the Animal Farm and Park resurfacing.

##### Council Dwellings

This fund comprises of revalued values of 2 residential properties: The Bungalow, Derbyshire Lane and the Lodge, Charles Ashmore Road.

#### 19 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2024	Incoming resources	Resources expended	Transfers	At 31 March 2025
	£	£	£	£	£
Designated funds	1,348	-	-	431	1,779
General funds	-	783,683	(783,252)	(431)	-
	<u>1,348</u>	<u>783,683</u>	<u>(783,252)</u>	<u>-</u>	<u>1,779</u>
	<u><u>1,348</u></u>	<u><u>783,683</u></u>	<u><u>(783,252)</u></u>	<u><u>-</u></u>	<u><u>1,779</u></u>
<b>Previous year:</b>	<b>At 1 April 2023</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>Transfers</b>	<b>At 31 March 2024</b>
	£	£	£	£	£
Designated funds	717	-	-	631	1,348
General funds	-	728,440	(727,809)	(631)	-
	<u>717</u>	<u>728,440</u>	<u>(727,809)</u>	<u>-</u>	<u>1,348</u>
	<u><u>717</u></u>	<u><u>728,440</u></u>	<u><u>(727,809)</u></u>	<u><u>-</u></u>	<u><u>1,348</u></u>

# GRAVES PARK

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 19 Unrestricted funds

(Continued)

Note that £431 was transferred in from the Restricted Funds balance.

### 20 Analysis of net assets between funds

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £
<b>At 31 March 2025:</b>			
Tangible assets	-	2,491,095	2,491,095
Investments	1,779	11,761	13,540
	<u>1,779</u>	<u>2,502,856</u>	<u>2,504,635</u>
	<u><u>1,779</u></u>	<u><u>2,502,856</u></u>	<u><u>2,504,635</u></u>
	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
<b>At 31 March 2024:</b>			
Tangible assets	-	2,488,239	2,488,239
Investments	1,348	11,761	13,109
	<u>1,348</u>	<u>2,500,000</u>	<u>2,501,348</u>
	<u><u>1,348</u></u>	<u><u>2,500,000</u></u>	<u><u>2,501,348</u></u>

### 21 Ultimate Controlling Party

The ultimate controlling party is the sole trustee, Sheffield City Council.

### 22 Related party transactions

The charity has a very close relationship with Sheffield City Council who is the sole trustee and provides the balance of funding not provided elsewhere on an annual basis, to enable the charity to carry out its charitable objectives. The amount of funding provided by Sheffield City Council during the year is £277,103 (23/24: £291,126) At the year end £1,750 was owed by Sheffield City Council (23/24: £1,248)

# GRAVES PARK

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

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<b>23 Cash generated from/(absorbed by) operations</b>	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Surplus for the year	3,287	187,623
<b>Adjustments for:</b>		
Investment income recognised in statement of financial activities	(431)	(631)
Other recognised gains and losses	-	(280,092)
Depreciation and impairment of tangible fixed assets	62,050	92,944
<b>Movements in working capital:</b>		
(Increase)/decrease in debtors	(502)	193
Increase/(decrease) in creditors	502	(193)
<b>Cash generated from/(absorbed by) operations</b>	<u>64,906</u>	<u>(156)</u>

## 24 Analysis of changes in net (debt)/funds

The charity had no material debt during the year.

**GRAVES PARK**

England & Wales - Charity number 510841

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# Accounts

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**GRAVES PARK  
TRUSTEES' REPORT AND FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2024**

**REGISTERED CHARITY NUMBER 510841**

# GRAVES PARK

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**GRAVES PARK  
REFERENCE AND ADMINISTRATIVE DETAILS**

**CHARITY NO:** 510841

**TRUSTEES**

Sheffield City Council is the sole Trustee of the charity, acting through the Charity Trustee Sub Committee.

**Charity Sub-Committee Members:**

Cllr Richard Williams (Chair)  
Cllr Fran Belbin (Deputy Chair)  
Cllr Christine Gilligan Kubo (Spokesperson)  
Cllr Mike Chaplin  
Cllr Kurtis Crossland

**PRINCIPAL ADDRESS**

Sheffield City Council  
Parks and Countryside  
Centre in the Park  
Guildford Avenue  
Sheffield  
S2 2PL

**INDEPENDENT EXAMINER**

Melvin Bailey FCCA DChA  
for and on behalf of Rogers Spencer  
Chartered Accountants  
Newstead House  
Pelham Road  
Nottingham  
NG5 1AP

## **GRAVES PARK TRUSTEES' REPORT YEAR ENDED 31 MARCH 2024**

The trustees present their report together with the financial statements of the charity for the year ended 31 March 2024. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and the requirements of the Statement of Recommended Practice, 'Accounting and Reporting by Charities' Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective on 1 January 2019 (Updated second edition – October 19).

### **DESCRIPTION OF CHARITY'S TRUSTS AND OBJECTS**

The governing document is a scheme dated 12 March 2009. The Park is held on trust for the recreation of the public as public walks or pleasure grounds or as an open space within the meaning of the Open Space Act 1906.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Graves Park is a charity and the sole Trustee is Sheffield City Council. The Charity Trustee Sub Committee is a standing sub committee of the Strategy and Resources Policy Committee. It has been established to take all decisions of the Council, including but not limited to disposal of and other dealings with charitable land.

Management of the park is the responsibility of the Councils' Parks and Countryside service. Management and administrative decisions which are not decisions of the Council as Trustee, may be made, in accordance with the Leaders' Scheme of Delegation, by the Executive Director of Neighbourhood Services, the Director of Parks, Leisure and Libraries, or the head of Parks and Countryside service.

### **PUBLIC BENEFIT**

The Trustees have complied with the duty in Section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission. Details of how the charity has carried out its activities for the public benefit are given in the section below.

### **OBJECTIVES AND ACTIVITIES**

The object of the charity is the provision and maintenance of a park and recreation ground for use by the public with the object of improving their conditions of life. Graves Park is classified as a city park and a major visitor attraction with bowling greens, tennis courts, pitch and putt golf, cricket, football and a popular animal farm.

The charity operates for the benefit of the inhabitants of Sheffield without distinction of sex, race or political, religious or other opinions in a common effort to advance education, health and wellbeing and to provide facilities for recreation and other leisure time occupation with the object of improving the health and condition of life of the said inhabitants and, particularly of those who have need of such facilities by reason of their youth, age, infirmity or disablement, poverty or social and economic circumstances.

# **GRAVES PARK TRUSTEES' REPORT YEAR ENDED 31 MARCH 2024**

## **OBJECTIVES AND ACTIVITIES continued**

The object of the charity is met by the following on-going activities:

- Provision of a well-maintained, safe and welcoming environment for casual recreation.
- Provision of sports facilities for both formal and informal use by residents from across the city.
- Provision of visitor services including Café.
- Provision of a farm as a visitor attraction and educational resource.

The charity has sought to utilise its financial resources including grant funding from Sheffield City Council and other fund-raising activities to provide a high-quality recreational site for the benefit of the residents of the city of Sheffield.

Graves Park and Graves Park Animal Farm's annual assessment against the Green Flag criteria was carried out to determine current level of standard and to identify and implement incremental improvements.

The Rose Garden Café is currently only partially open for take away due to concerns regarding the structural stability of the front wall and scaffolding remains in place in the main body of the café with a walk-through service only operating. Concessions in the park continue to run such as the land train, inflatable attractions, mobile catering for coffee snacks and ice cream as well as the Tree Amigos Christmas tree sales concession over at the Charles Ashmore side of the park.

Due to continued reduction in public finances and the consequential pressure on local authority budgets, the charity continues to review its fundraising activities to ensure improved security of, and increase in, financial resources available for its ongoing charitable activities.

## **ACHIEVEMENTS AND PERFORMANCE**

Graves Park is important to many people both locally and from across Sheffield as a free to all city park and animal farm. It aims to enhance the lives of as many people as possible with provision of green space but also in terms of activities on offer and things to see and do. We continue to provide a large and variety of facilities for people of all ages. This includes sports facilities such as a pitch and putt facility (unmanned, but still maintained), bowling green, three cricket pitches, 4 marked football pitches and several unmarked kickabout pitches, and tennis courts. We also have animal paddocks in the Animal Farm and wider park for people to see and interact with farm animals. We also provide an extensive events programme throughout the year run by the Animal Farm, Sheffield Council Major Events Team and also through partnership with charities, community groups and commercial events providers.

The park and animal farm continue to be extremely busy. Additional pressure has been placed on litter management in the park and we continue to increase bin provision both in permanent bins as well as temporary 'Euro bins' placed on the main field in the park from May – September.

## **GRAVES PARK TRUSTEES' REPORT YEAR ENDED 31 MARCH 2024**

### **ACHIEVEMENTS AND PERFORMANCE Continued**

We continue to adapt to environmental challenges such as increased rainfall and flooding in the park and we have started work de-silting the stream at the bottom of the park with more work planned on this for 2024/25.

We have also lost a number of mature trees due in part to diseases like Ash die-back, but also due to exceptionally high winds and storm conditions. We have lost a beautiful 'lone tree' in the park, and the outpouring of grief and memories for this tree on social media and in person around the park has demonstrated the strong sense of ownership and belonging people associate with the park. We have made-safe but not removed the body of the tree, and plan to create a sculpture to honour people's association with this tree and the park in general in 2024.

In response to climate change and the Nature Emergency the park no longer uses glyphosate-based weed killer (since 2021/22). This is a step forwards for biodiversity in the park but does mean that we need to undertake more grass strimming and weeding throughout the year. We have undertaken a mulching program to combat this.

In the last year the following work has taken place:

- Installation of 5 new double-bins in the park in June 2023 (ordered in 2022)
- Mulching program of herbaceous borders and shrub beds to provide natural weed suppression rather than use of glyphosate-based week killer
- Completion of sensory entrance for Rose Garden including 2 benches, new planting, sculptures, signage and bug hotels (bug hotels installed April/May 2024).
- Clearing out of stream channel at bottom of park
- New field shelter for donkeys at Animal Farm
- Extended one of barn enclosures at Animal Farm courtyard
- Obtaining grant funding for improvements to Woodseats Playground including an upgraded picnic area; reducing old, cracked tarmac with biodiverse meadow planting; and provision of new play equipment.

At the Animal Farm, we have continued to build on previous years' successes including many popular, and now annual events such as 'Sheffield's Biggest Easter Egg Hunt', Pumpkin Picking Halloween event, 'Dino Week' and a program of themed weeks throughout the 6-weeks holidays. We were also able to offer more experiences with our animals such as llama trekking, lamb bottle feeding to provide a more interactive and educational experience at the farm as well as generating additional income for the charity. A 'contactless' donation point was installed at the farm in August 2023 which is averaging an income of £60 per week. We were also able to welcome over 20 school groups to the Animal Farm with a range of guided, unguided and interactive session options as well as the provision of a 'classroom barn' for hire. Going forward, the farm aims to keep an extremely high animal welfare standard; provide an outstanding visitor experience including popular program of events; and reduce operational costs and increase income into the charity.

There have been considerable challenges in park maintenance both at the Rose Garden Café, noted in the 2023/4 report and in other structures around the park including damage to walls around the park during storms caused by tree-fall and a repair. The café continues to be open for takeaway only, with investigations into the lean on the front wall ongoing to establish how to best restore it.

## **GRAVES PARK TRUSTEES' REPORT YEAR ENDED 31 MARCH 2024**

A public consultation will be undertaken in April 2024 to establish what people want from the café in the park for the future so that we can restore and refurbish it appropriately. We are acutely aware of the historic nature of many structures in the park and their heritage value. Unfortunately the repair to one of the structures in the park, a stone bridge was carried out inappropriately with modern cement. This will be rectified by a historically sensitive restoration in May 2024, and highlights the importance of recording the historic importance of features in the park. This work is extremely important and the Friends of Graves Park have been undertaking a £142,770 project into the history, ecology and archaeology of the park that has, and continues to provide fascinating insight into the park and its past.

### **GROUPS WITH INTEREST IN THE PARK**

There are 2 active Friends groups within the park, the Friends of Graves Park, and the Friends of Woodseats Playground. As mentioned, the Friends of Graves Park was awarded £142,770 lottery funding to deliver the "Finding Lost Norton Park: Digging Deeper for All" project which has made some fascinating discoveries, and engaged many local residents and visitors to the park including some very enthusiastic school groups! Further information and results of the project can be found at <https://friendsofgravespark.org/home-page/digging-deeper-for-all/>. The Friends group continue to maintain an arboretum and 'garden' area of the park to an extremely high standard.

The Friends of Woodseats Playground helped to write a successful bid for £70,187 to the Veolia Environmental Trust to make incremental improvements to the playground including improved picnic area, play equipment and re-landscaping old, cracked tarmac with biodiverse meadow planting. The group is an active presence in Woodseats with regular 'dig days' to support playground maintenance and fundraising activities such as tabletop plant sales and trails around the local area.

The Sheffield Royal Society of the Blind have continued to develop a sensory entrance to the Rose Garden with support from park staff with new benches, stone sculptures and a sign added in 2023. Two bug hotels and a 'launch event' will be held in Spring/Summer 2024.

We have worked collaboratively with several corporate groups in the park in 2023/4 including the Environment Agency, Santander, the Centre for Health and Disability Assessments and also local scout and church groups in both the Animal Farm and wider park. These groups have helped our staff undertake a number of projects including:

- Repainting estate fencing at the Animal Farm
- Repainting railings around the pond in the park
- Mulching shrub beds at Charles Ashmore Road, Derbyshire Lane and the Rhododendron beds

**GRAVES PARK  
TRUSTEES' REPORT  
YEAR ENDED 31 MARCH 2024**

**GROUPS WITH INTEREST IN THE PARK (continued)**

The Trustees have agreed to restore and refurbish the Rose Garden Café, but there is a general understanding that the current charity finances will not stretch to cover the full cost of repairs and refurbishment to maintain an appropriate facility in the park. Therefore, the Rose Garden Café partnership has been established as a collaboration between Sheffield City Council, the Save the Rose Garden Café campaign and the Friends of Graves Park. The partnership will establish the root cause of structural issues, identify and apply for funding, and instruct works to restore and refurbish the café so that it will be a appropriate facility to meet the needs of park users. This is an ongoing piece of work with structural surveys commissioned and a public consultation planned for April 2024 so that work can begin on a design and funding can be sought in 2024 to get the café refurbished and fully operational as soon as possible.

**EVENTS**

The events in 2023 have been slightly hampered by weather and limited car parking proving an ongoing challenge for the park, but this has not deterred thousands of visitors from visiting. Some have visited us for the first time, but many now attend regularly due to a positive experience of previous events in the park, or because they have 'rediscovered' the park by attending an event. We are aware of the friction that can be caused between local residents and visitors during busy events so we will continue to investigate ways that car parking, litter, and visitor management can be improved during busy periods.

The following events took place during 23/24:

Date	EVENT	APPROX ATTENDANCE	ORGANISATION
01/05/2023	Graves Park Country Show	10000	Major Events
14/05/2023	Morris Owners Club Car Show	400	Morris Minor Owners Club - Barnsley Branch
09/06/2023	Race for Life set up	0	Race for Life
10/06/2023	Race for Life Pretty Muddy	2000	Race for Life
11/06/2023	Race For Life	2000	Race for Life
27/06/2023	Family Learning/FACES event	50	SCC Family Learning
04/08/2023	Thunder Fun Fair	750	International Funfairs
05/08/2023	Thunder Fun Fair	750	International Funfairs
06/08/2023	Thunder Fun Fair	750	International Funfairs
06/08/2023	Thunder Fun Fair	750	International Funfairs
07/08/2023	Thunder Fun Fair	750	International Funfairs
08/08/2023	Thunder Fun Fair	750	International Funfairs
09/08/2023	Thunder Fun Fair	750	International Funfairs
10/08/2023	Thunder Fun Fair	750	International Funfairs
11/08/2023	Thunder Fun Fair	750	International Funfairs
12/08/2023	Thunder Fun Fair	750	International Funfairs
15/10/2023	Jessops Bereavement Walk	50	Sheffield Hospital Charity
29/11/2023	SYO Club Night	80	SYO
10/12/2023	South Yorks Cross Country	450	SY Athletics
17/12/2023	cyclo cross	100	Cyclo Cross
13/01/2024	Sheffield Schools Cross Country	400	SFSS
24/02/2024	Sheffield Schools Cross Country	400	SFSS

# **GRAVES PARK TRUSTEES' REPORT YEAR ENDED 31 MARCH 2024**

## **Future Plans**

We will continue to upgrade the Park and Animal Farm for all to benefit including:

- Work towards restoration and refurbishment of the Rose Garden Café with the Rose Garden Café partnership
- Completion of 'Sensory Entrance' at Rose Garden with the Sheffield Royal Society of the Blind
- Support dissemination of the results of the Friends of Graves Park's Finding Lost Norton Park: Digging Deeper for All project
- Create memorial sculpture from 'lone tree' that fell in the park in winter 2023.
- Complete delivery of improvements to Woodseats Playground
- Continue to provide additional volunteering opportunities for corporate groups in the park
- Deliver more educational visits and interactive educational experiences at the Animal Farm
- Build on income generation activities developed at the Animal Farm to offset increasing costs of welfare and utilities while continuing to enhance the visitor experience.

## **FINANCIAL REVIEW AND FUNDING**

**Restricted Funds** - Net expenditure of £92,944 (22/23: Net expenditure of £85,847) comprising grants received of £0 from Sheffield City Council (22/23: £5,971) and Depreciation of £92,944 (22/23: £91,818).

The revaluation of assets this year showed an increase in value of £280,724. The majority of this is on the Council Dwellings.

**Unrestricted funds** - Net income of £631 (22/23: £271). The income from charitable activities was £412,252 (22/23: £447,526), donations and legacies were £315,557 (22/23: £201,648), and interest received of £631 (Interest on Investments). There was charitable expenditure of £709,354 (22/23: £629,897). The deficit was funded by the grant from Sheffield City Council of £291,126 (22/23: £199,087).

The increase in Sheffield City Council grant of £92,039 has contributed to covering a reduction in rental income from the Rose Garden Café and increased costs as a result of including the Norton Nursery costs this year. In addition there was a general increase in running and feeding costs.

The additional expenditure in 2023/24 has been partially offset by an increase in Animal Park income to £214,916 (22/23: £191,184). This is due to the number of visitors continuing to increase demand.

**GRAVES PARK  
TRUSTEES' REPORT  
YEAR ENDED 31 MARCH 2024**

**FINANCIAL REVIEW AND FUNDING (continued)**

At 31 March 2024 the charity had total funds of £2,501,348 (22/23: £2,313,094). These funds are mainly tied up in fixed assets and investments on the Restricted fund of £2,219,276 (22/23: £2,312,378). There are Investments of £13,109 (22/23: £12,634).

There was investment income in the year of £631 (22/23: £270) and this has been transferred to the Designated Fund which now totals £1,348 and is available to spend in accordance with the Charity's Trusts & Objectives.

**RESERVES POLICY**

As the charity is managed and funded by the Council no specific charity reserves are deemed to be necessary, except for those reserves represented by fixed assets.

Annual revenue expenditure is generally greater than income and the variance is borne by the Council and not carried forward into the next financial year.

This charity has specific monies invested in the Council's internal investment fund. Interest is received half yearly on the monies invested. These investments form the restricted funds and any interest is used in line with the restrictions on the funds.

**RISK MANAGEMENT**

The charity is dependent for its day-to-day management upon Sheffield City Council. It is therefore considered expedient and cost effective for the charity to adopt the Council's risk management policy and strategy, which it considers is a crucial part of the service planning process in highlighting key risks and how they affect the Council's ability to deliver its service and how they will be managed. The Council has incorporated a formal approach to risk management in its day-to-day operations and has developed a toolkit to allow managers to identify risk, which would prevent them from achieving their objectives and to provide information and guidance on how these risks can be managed. The Council operates an Internal Insurance Account covering a variety of risks.

**GRAVES PARK  
TRUSTEES' REPORT  
YEAR ENDED 31 MARCH 2024**

**Trustees' responsibilities statement**

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper 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 trust deed. 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.

**TRUSTEES**

Sheffield City Council adopted a Committee system in May 2022. The current Trustees are listed on Pg 1.

**Approved by the Trustees and signed on their behalf by:**



Date: 23/01/2025

**CIlr Richard Williams – Chair of the Charity Trustee Sub Committee.**

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF Trustees of Graves Park

I report to the trustees on my examination of the financial statements of the charity for the year ended 31 March 2024.

#### Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.



.....  
Melvin Bailey FCCA DChA  
for and on behalf of Rogers Spencer  
Chartered Accountants  
Newstead House  
Pelham Road  
Nottingham  
NG5 1AP

Dated: 29/01/2025

**GRAVES PARK  
STATEMENT OF FINANCIAL ACTIVITIES  
YEAR ENDED 31 MARCH 2024**

	Note	Unrestricted 2023/24 £	Restricted 2023/24 £	Total 2023/24 £	Total 2022/23 £
<b>Income and endowments from:</b>					
Donations and legacies	2	315,557	-	315,557	207,619
Charitable activities	3	412,252	-	412,252	447,526
Investments	10	631		631	270
<b>Total</b>		<b>728,440</b>	<b>-</b>	<b>728,440</b>	<b>655,416</b>
<b>Expenditure on:</b>					
Raising funds	4	18,455	-	18,455	19,277
Charitable activities	5 / 14	709,354	92,944	802,298	721,715
<b>Total</b>		<b>727,809</b>	<b>92,944</b>	<b>820,753</b>	<b>740,992</b>
<b>Net income/(expenditure)</b>		<b>631</b>	<b>(92,944)</b>	<b>(92,313)</b>	<b>(85,577)</b>
<b>Transfer between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other recognised gains / (Losses)</b>					
Gains / (Losses) on revaluation of fixed assets	9	-	280,567	280,567	561,134
<b>Net movement in funds</b>		<b>631</b>	<b>187,623</b>	<b>188,254</b>	<b>(85,577)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		717	2,312,377	2,313,094	2,398,671
<b>Total funds carried forward</b>		<b>1,348</b>	<b>2,500,000</b>	<b>2,501,348</b>	<b>2,313,094</b>

**GRAVES PARK  
STATEMENT OF FINANCIAL ACTIVITIES  
YEAR ENDED 31 MARCH 2023**

	Note	Unrestricted 2022/23 £	Restricted 2022/23 £	Total 2022/23 £	Total 2021/22 £
<b>Income and endowments from:</b>					
Donations and legacies	2	201,648	5,971	207,619	202,577
Charitable activities	3	447,526	-	447,526	325,316
Investments	10	270	-	270	11
<b>Total</b>		<b>649,444</b>	<b>5,971</b>	<b>655,416</b>	<b>527,903</b>
<b>Expenditure on:</b>					
Raising funds	4	19,277	-	19,277	-
Charitable activities	5	629,897	91,818	721,715	616,019
<b>Total</b>		<b>649,173</b>	<b>91,818</b>	<b>740,992</b>	<b>616,019</b>
<b>Net income/(expenditure)</b>		<b>271</b>	<b>(85,847)</b>	<b>(85,577)</b>	<b>(88,116)</b>
<b>Transfer between funds</b>				<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>270</b>	<b>(85,847)</b>	<b>(85,577)</b>	<b>(88,116)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		446	2,398,225	2,398,671	2,486,787
<b>Total funds carried forward</b>		<b>717</b>	<b>2,312,378</b>	<b>2,313,094</b>	<b>2,398,671</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derives from continuing activities.

**GRAVES PARK  
BALANCE SHEET  
AS AT 31 MARCH 2024**

	Note	Unrestricted 2023/24 £	Restricted 2023/24 £	Total 2023/24 £	Total 2022/23 £
<b>Fixed assets</b>					
Tangible fixed assets	9	-	2,488,239	2,488,239	2,300,460
Investments	10	1,348	11,761	13,109	12,634
		<u>1,348</u>	<u>2,500,000</u>	<u>2,501,348</u>	<u>2,313,094</u>
<b>Current assets</b>					
Debtors	11	1,248		1,248	1,055
<b>Liabilities</b>					
Creditors falling due within one year	12	(1,248)		(1,248)	(1,055)
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net current assets</b>					
		<u>1,348</u>	<u>2,500,000</u>	<u>2,501,348</u>	<u>2,313,094</u>
<b>Net assets</b>					
<b>The funds of the charity</b>					
Unrestricted income funds	13	-	-	-	-
Designated funds	15	1,348		1,348	716
Restricted income funds	14	-	2,219,276	2,219,276	2,312,378
Revaluation Reserve	19		280,724	280,724	-
		<u>1,348</u>	<u>2,500,000</u>	<u>2,501,348</u>	<u>2,313,094</u>

Sheffield City Council adopted a Committee system in May 2022. The current Trustees are listed on Pg 1.

**Approved by the Trustees and signed on their behalf by:**

Signed 

Date 23/01/2025

**CIlr Richard Williams – Chair of the Charity Trustee Sub Committee.**

**GRAVES PARK  
STATEMENT OF CASH FLOWS  
YEAR ENDED 31 MARCH 2024**

	<b>2023/24</b>		<b>2022/23</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Net expenditure</b>		<b>187,623</b>		<b>(85,847)</b>
<b>Non-cash movements: -</b>				
(Gains)/losses on the revaluation of fixed assets: <b>(280,724)</b>			-	
Depreciation <b>92,944</b>			91,818	
Revaluation of investments <b>157</b>			-	
Decrease/(increase) in debtors <b>(193)</b>			(5)	
Increase/(decrease) in creditors <b>193</b>			5	
		<u><b>(187,623)</b></u>		<u><b>91,818</b></u>
<b>Net cash inflow from operating activities</b>		<b>0</b>		<b>5,971</b>
<b><u>Investing Activities</u></b>				
Interest received		<b>631</b>		<b>270</b>
<b><u>Capital expenditure</u></b>				
Payment to acquire tangible fixed assets		<b>0</b>		<b>(5,971)</b>
<b>Increase in Consolidated Loans Fund balance</b>		<u><u><b>631</b></u></u>		<u><u><b>270</b></u></u>

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2024**

**1. Accounting Policies**

Graves Park is a registered charity in England. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are for the recreation of the public as public walks or pleasure grounds or as an open space.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective on 1 January 2019 (Updated second edition – October 19), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The principal accounting policies adopted in the preparation of the financial statements are as follows:

**1.1 Fixed assets**

Graves Park is classified as a Community Asset. The trustees policy is to value Community Assets at £Nil.

Land and buildings have been valued at their deemed cost at the date of transition to SORP (FRS 102).

Other Plant and Equipment are carried at cost.

Expenditure on fixed assets is capitalised, provided that the fixed asset yields benefit to the charity and the services it provides are for a period of more than one year.

Assets have been reviewed for any impairment loss in respect of consumption of economic benefit.

In 23/24 the assets were revalued by Property Services at Sheffield City Council.

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2024**

**1.2 Depreciation**

Depreciation is provided on fixed assets at rates calculated to write off the cost of the assets over their expected useful lives as follows:

- Land and previously revalued buildings are not depreciated.
- Park buildings have been depreciated on a straight line basis over 10, 15 or 40 years, commencing on the transfer from assets under construction.
- Plant, furniture and equipment have been depreciated on a straight line basis over 10 years.
- Depreciation is not provided on assets under construction.

**1.3 Investments**

Fund balances are invested internally with Sheffield City Council. Investments are held at market value.

**1.4 Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors or which have been raised by the charity for particular purposes. The aim and use of each restricted fund is set out in the notes to the financial statements.

Endowment funds represent those assets which must be held permanently by the charity, principally investments. Income arising on the endowment fund can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of the fund.

**1.5 Income**

Income from donations and grants, including capital grants, is included in income when it is probable that the income will be received, and is allocated to the appropriate fund.

Investment income is included when receivable.

Rental, events, activity and similar income is included when the event or function has taken place.

The cost of running the park is funded by Sheffield City Council. Annual revenue expenditure is generally greater than income and any variance is borne by the Council by way of a grant to the charity.

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2024**

**1.6 Expenditure**

Expenditure is included in the Statement of Financial Activities on an accruals basis, net of any VAT, which can be recovered as Sheffield City Council is the sole trustee and therefore has special status under s33 VAT Act 1994.

The main exception to this treatment is payments for such items as gas and electricity are charged at the date of the meter reading rather than being apportioned between years. This policy is applied consistently each year.

Expenditure has been allocated to the activities to which it is directly attributable.

**Cost of raising funds**

The cost of generating any external funding, such as grant applications and events, is attributable to the time of Sheffield City Council officers who work on a range of projects including the charity. As such it is not possible to accurately apportion the cost of this to the charity so no charge is included in the accounts.

**Charitable activities**

Charitable activities are set out within the charitable deeds and represent the costs associated with the running and maintenance of the park.

**Governance costs**

Independent examination costs and finance officer costs are charged to the charity. The Council currently absorbs the cost of other officers' time. This policy is kept under review.

**Staff costs**

The staff who work for the charity are employed by Sheffield City Council, and are subject to the terms and conditions of that organisation. The costs of such staff are recharged to the charity. Full disclosure of the relevant staff costs and numbers is provided in the notes to these financial statements.

**Pensions**

City Council employees may participate in the Local Government Superannuation Scheme, which provides members with defined benefits related to pay and service. The City Council makes payments for this group of employees to the South Yorkshire Pensions Authority, which administers pension arrangements on behalf of Sheffield City Council and the other local authorities in the South Yorkshire area. The City Council bears any deficit or surplus on the scheme and does not charge this to the charity.

**1.7 Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2024**

**1.8 Financial instruments**

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**1.9 Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2024**

**2. Donations and legacies**

**2.a Donations and gifts**

	<b>2023/24</b>	2022/23
	£	£
Unrestricted:		
General (Animal Park)	<u>3,271</u>	<u>1,836</u>
	<b>3,271</b>	<b>1,836</b>

**2.b Grants**

Unrestricted:		
DEFRA	<b>11,768</b>	
Maintenance funds drawn down	<b>9,236</b>	725
Sheffield City Council - revenue	<b>291,126</b>	199,087
Investment drawn down to revenue	<b>156</b>	-
	<u>312,286</u>	<u>199,812</u>
Restricted:		
Sheffield City Council - Capital receipts	-	5,971
	<u>-</u>	<u>5,971</u>
	<u><b>315,557</b></u>	<u><b>207,619</b></u>

If expenditure is greater than income the variance is borne by Sheffield City Council and not brought forward into the next financial year.

**3. Income from charitable activities**

	<b>2023/24</b>	2022/23
	£	£
Unrestricted:		
Outdoor sports	<b>1,286</b>	7,345
Events	<b>24,615</b>	27,056
Memorial benches & tree planting	<b>3,437</b>	3,082
Miscellaneous	<b>9,833</b>	1,570
Rents	<b>105,740</b>	159,421
Animal Park income (excl donations and sponsors)	<b>214,916</b>	191,184
Car parking income	<b>52,425</b>	57,867
	<u>412,252</u>	<u>447,526</u>

**4. Analysis of expenditure on raising funds**

	<b>2023/24</b>	2022/23
	£	£
Unrestricted:		
Events	<b>18,455</b>	19,277
	<u>18,455</u>	<u>19,277</u>

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2024**

<b>5. Analysis of expenditure on charitable activities</b>	<b>Park Operation Costs</b>	<b>Animal Farm Costs</b>	<b>Total 2023/24</b>	<b>Total 2022/23</b>
	£	£	£	£
Unrestricted:				
Employees	140,014	198,080	338,094	303,274
Repairs and maintenance	16,529	10,146	26,675	45,442
Grounds maintenance	59,539		59,539	50,074
Tree work	10,771	-	10,771	43,645
Rangers	243		243	-
Playground refurbishment and maintenance	6,342		6,342	4,831
Electricity	23,052	7,768	30,821	13,598
Gas	6,012		6,012	4,281
Water and sewage	10,939	3,849	14,788	4,655
Telephones	500	221	720	752
Supplies and services	57,663	155,002	212,666	156,879
Governance costs	2,683		2,683	2,466
	<u>334,287</u>	<u>375,066</u>	<u>709,354</u>	<u>629,897</u>
Restricted:				
Depreciation	92,944	-	92,944	91,818
	<u>427,232</u>	<u>375,066</u>	<u>802,298</u>	<u>721,715</u>

<b>6. Governance costs</b>	<b>2023/24</b>	<b>2022/23</b>
	£	£
Managing and administration:		
Independent examination fees	1,248	1,055
Finance office costs	1,435	1,411
	<u>2,683</u>	<u>2,466</u>

<b>7. Staff costs and trustees' remuneration</b>	<b>2023/24</b>	<b>2022/23</b>
	£	£
Salaries	254,016	218,001
Social security costs	24,351	21,658
Pension	50,271	44,778
Other	9,455	18,837
	<u>338,094</u>	<u>303,274</u>

Staff costs in 2023/24 comprise of Operations £140,014 (22/23 £138,500) and Animal Farm £198,080 (22/23 £164,775).

No employee received remuneration of over £60,000 during the year (22/23 - None).

Trustees received no remuneration (2022/23 - £Nil) and were not reimbursed for any of their expenses during the year.

<b>8. Staff numbers</b>	<b>2023/24</b>	<b>2022/23</b>
	<b>Number</b>	<b>Number</b>
The average number of employees during the year was	<u>9</u>	<u>9</u>

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2024**

9. Fixed assets	Assets under		Assets & buildings	Norton Lane Nurseries	Council dwellings	Plant Equipment & Infrastructure	Total
	Construction	Land					
<b>At cost</b>			£	£	£	£	£
At 1 April 2023	-	-	2,391,630	465,125	300,000	46,343	3,203,098
Additions	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Revaluation 31st March 2024			(608,456)	(135,124)	113,000	-	(630,580)
At 31 March 2024	-	-	1,783,174	330,001	413,000	46,343	2,572,518
<b>Accumulated depreciation</b>							
At 1 April 2023	-	-	515,266	266,030	75,000	46,343	902,638
Charge in the year	-	-	58,836	26,608	7,500	-	92,944
Reverse depreciation on revaluation 31 March 2024			(536,170)	(292,634)	(82,500)	-	(911,304)
At 31 March 2024	-	-	37,932	4	-	46,343	84,278
<b>Net book value</b>							
<b>At 31 March 2024</b>	-	-	1,745,242	329,997	413,000	-	2,488,239
At 31 March 2023	-	-	1,876,364	199,095	225,000	-	2,300,460

**All land and buildings are included at deemed cost as permitted on transition to SORP (FRS102) based on a valuation carried out March 31st 2024 by SCC Property Services**

Update on Rose Garden Cafe:

Following the Committee decision on 18th October 2023, the charity is developing a strategy for restoration of the Rose Garden Café. A Public consultation has been undertaken with over 1557 responses to the survey, via online and paper submissions from 41 of the 45 Sheffield (S) postcodes. From this consultation, a refurbishment design strategy is being undertaken and fundraising to raise money for this is underway spearheaded by the Rose Garden Café Partnership.

The café is now fully re-open inside with reduced scaffolding still supporting the front wall of the café on the outside of the building. New flooring has been installed and additional ground surveys undertaken to support the ongoing design work to refurbish the café itself. Funding applications will be submitted in due course when the refurbishment design is fully costed to help finance the works.

**10. Investments**

	<b>2023/24</b>
<b>At market value</b>	<b>£</b>
At 1 April 2023	<b>12,634</b>
Income	-
Interest received	<b>631</b>
Revaluation	<b>(156)</b>
At 31 March 2024	<b>13,109</b>

The charity funds are invested in Sheffield City Council's Consolidated Loans Funds (interest paid half yearly).

**11. Debtors**

	<b>2023/24</b>	2022/23
	<b>£</b>	<b>£</b>
Amounts due from Sheffield City Council	<b>1,248</b>	1,055
	<b>1,248</b>	1,055

**12. Creditors: amounts falling due within one year**

	<b>2023/24</b>	2022/23
	<b>£</b>	<b>£</b>
Independent examination fees	<b>1,248</b>	1,055
	<b>1,248</b>	1,055

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2024**

<b>13. Unrestricted funds</b>	<b>General Funds</b>	<b>Total £</b>
Balance at 1 April 2023	-	-
Income	<b>727,809</b>	<b>727,809</b>
Expenditure	<b>(727,809)</b>	<b>(727,809)</b>
Balance at 31 March 2024	<u>-</u>	<u>-</u>

<b>Unrestricted funds - prior year</b>	<b>General Funds £</b>	<b>Total £</b>
Balance at 1 April 2022	-	-
Income	<b>618,234</b>	<b>618,234</b>
Expenditure	<b>(598,958)</b>	<b>(598,958)</b>
Transfer	<b>(19,276)</b>	<b>(19,276)</b>
Balance at 31 March 2023	<u>-</u>	<u>-</u>

**14. Restricted funds**

	<b>Squirrel Fund £</b>	<b>Café Fund £</b>	<b>Chantry Cottage £</b>	<b>Cobnar Cottage £</b>	<b>Pocket Park £</b>	<b>Land &amp; Buildings £</b>	<b>Assets under Construction £</b>	<b>Council Dwellings £</b>	<b>Total Funds £</b>
Balance at 1 April 2023	127	1,088	157	10,545	1	2,075,460	-	225,000	2,312,378
Income	8	68	9	547	-	-	-	-	631
Expenditure and depreciation	-	-	-	-	-	(85,444)	-	(7,500)	(92,944)
Realised gain on disposal of fixed assets	-	-	-	-	-	-	-	-	-
Revaluation of fixed assets 31st March 2024	-	-	-	-	-	85,224	-	195,500	280,724
Drawdown to Revenue	-	-	(157)	-	(1)	-	-	-	(158)
Transfer to Designated Funds	(8)	(68)	(9)	(547)	-	-	-	-	(631)
Balance at 31 March 2024	<u>127</u>	<u>1,088</u>	<u>-</u>	<u>10,545</u>	<u>0</u>	<u>2,075,239</u>	<u>-</u>	<u>413,000</u>	<u>2,500,000</u>

**Squirrel Fund**

This fund comprises a donation made for the specific purpose of feeding squirrels.

**Café Fund**

The fund comprises a donation made for the specific purpose of providing toys for use in the Rose Garden Café.

**Cobnar Cottage**

This fund comprises of income received relating to the sale of Cobnar Cottage, Cobnar Road.

**Chantry Cottage**

This fund comprises of income received relating to a 125 year lease of land adjacent to Chantry Cottage, Norton Lane.

**Assets under Construction**

This fund relates to ongoing capital work for pathworks and installation of 2 cricket pitches which have

**Land & Buildings**

This fund comprises a combination of various grants and donations made for the specific purpose of

**Council Dwellings**

This fund comprises of revalued values of 2 residential properties: The Bungalow, Derbyshire Lane and the Lodge, Charles Ashmore Road.

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2024**

<b>15. Designated funds</b>	<b>2023/24</b>
	£
Balance at 1 April 2023	716
Transfer from Restricted Fund	631
Balance at 31 March 2024	<u>1,348</u>

Designated funds represent accumulated interest in the investments. The trustees have set this money aside for one-off projects in the future, rather than for ongoing running costs.

<b>16. Analysis of net assets between funds</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total funds</b>
	£	£	£
Investments	1,348	11,761	13,109
Fixed assets		2,488,239	2,488,239
Current assets	1,248	-	1,248
Creditors due within one year	(1,248)	-	(1,248)
	<u>1,348</u>	<u>2,500,000</u>	<u>2,501,348</u>

<b>Analysis of net assets between funds - prior year</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total funds</b>
	£	£	£
Investments	716	11,918	12,634
Fixed assets		2,300,460	2,300,460
Current assets	1,055	-	1,055
Creditors due within one year	(1,055)	-	(1,055)
	<u>716</u>	<u>2,312,378</u>	<u>2,313,094</u>

**17. Ultimate Controlling Party**

The ultimate controlling party is the sole trustee, Sheffield City Council.

**18. Related parties**

The charity has a very close relationship with Sheffield City Council who is the sole trustee and provides the balance of funding not provided elsewhere on an annual basis, to enable the charity to carry out its charitable objectives. The amount of funding provided by Sheffield City Council during the year is £291,126 (22/23: £205,058) At the year end £1,248 was owed by Sheffield City Council (22/23: £1,055)

<b>19. Revaluation Reserve</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment</b>	<b>Total funds</b>
	£	£	£	£
Balance as at 31 March 2023	-	-	-	-
Gains on revaluation of fixed asset:	-	-	-	-
Depreciation charges written to Revaluation Reserve	-	(911,304)	-	-
Losses on revaluation of fixed asse	-	630,580	-	-
Balance as at 31 March 2024	<u>-</u>	<u>(280,724)</u>	<u>-</u>	<u>-</u>

**GRAVES PARK**

England & Wales - Charity number 510841

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# Accounts

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**GRAVES PARK  
TRUSTEES' REPORT AND FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2023**

**REGISTERED CHARITY NUMBER 510841**

# GRAVES PARK

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**GRAVES PARK  
REFERENCE AND ADMINISTRATIVE DETAILS**

**CHARITY NO:** 510841

**TRUSTEES**

Sheffield City Council is the sole Trustee of the charity, acting through the Charity Trustee Sub Committee.

**Charity Sub-Committee Members:**

Cllr Ian Auckland (Chair)  
Cllr Zahira Naz (Deputy Chair)  
Cllr Douglas Johnson (Spokesperson)  
Cllr Richard Williams  
Cllr Fran Belbin

**PRINCIPAL ADDRESS**

Sheffield City Council  
Parks and Countryside  
Centre in the Park  
Guildford Avenue  
Sheffield  
S2 2PL

**INDEPENDENT EXAMINER**

Melvin Bailey FCCA DChA  
for and on behalf of Rogers Spencer  
Chartered Accountants  
Newstead House  
Pelham Road  
Nottingham  
NG5 1AP

## **GRAVES PARK TRUSTEES' REPORT YEAR ENDED 31 MARCH 2023**

The trustees present their report together with the financial statements of the charity for the year ended 31 March 2023. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and the requirements of the Statement of Recommended Practice, 'Accounting and Reporting by Charities' Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective on 1 January 2019 (Updated second edition – October 19).

### **DESCRIPTION OF CHARITY'S TRUSTS AND OBJECTS**

The governing document is a scheme dated 12 March 2009. The Park is held on trust for the recreation of the public as public walks or pleasure grounds or as an open space within the meaning of the Open Space Act 1906.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Graves Park is a charity and the sole Trustee is Sheffield City Council. The Charity Trustee Sub Committee is a standing sub committee of the Strategy and Resources Policy Committee. It has been established to take all decisions of the Council, including but not limited to disposal of and other dealings with charitable land.

Management of the park is the responsibility of the Councils' Parks and Countryside service. Management and administrative decisions are not decisions of the Council as Trustee, and are made by the Executive Director of Neighbourhood Services, the Director of Parks, Leisure and Libraries, or the Head of Parks and Countryside service in accordance with the Arrangements for the Delegation of Functions To Officers, under part 3 of the Council's constitution.

### **PUBLIC BENEFIT**

The Trustees have complied with the duty in Section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission. Details of how the charity has carried out its activities for the public benefit are given in the section below.

### **OBJECTIVES AND ACTIVITIES**

The object of the charity is the provision and maintenance of a park and recreation ground for use by the public with the object of improving their conditions of life. Graves Park is classified as a city park and a major visitor attraction with bowling greens, tennis courts, pitch and putt golf, cricket, football and a popular animal farm.

The charity operates for the benefit of the inhabitants of Sheffield without distinction of sex, race or political, religious or other opinions in a common effort to advance education, health and wellbeing and to provide facilities for recreation and other leisure time occupation with the object of improving the health and condition of life of the said inhabitants and, particularly of those who have need of such facilities by reason of their youth, age, infirmity or disablement, poverty or social and economic circumstances.

# **GRAVES PARK TRUSTEES' REPORT YEAR ENDED 31 MARCH 2023**

## **OBJECTIVES AND ACTIVITIES continued**

The object of the charity is met by the following on-going activities:

- Provision of a well-maintained, safe and welcoming environment for casual recreation.
- Provision of sports facilities for both formal and informal use by residents from across the city.
- Provision of visitor services including Café.
- Provision of a farm as a visitor attraction and educational resource.

The charity has sought to utilise its financial resources including grant funding from Sheffield City Council and other fund-raising activities to provide a high-quality recreational site for the benefit of the residents of the city of Sheffield.

Graves Park and Graves Park Animal Farm's annual assessment against the Green Flag criteria was carried out to determine current level of standard and to identify and implement incremental improvements.

Concessions in the park continue to run such as the land train, inflatable attractions and the Tree Amigos Christmas tree sales concession over at the Charles Ashmore side of the park.

Due to continued reduction in public finances and the consequential pressure on local authority budgets, the charity continues to review its fundraising activities to ensure improved security of, and increase in, financial resources available for its ongoing charitable activities.

## **ACHIEVEMENTS AND PERFORMANCE**

Graves Park is important to many people both locally and from across Sheffield as a free to all city park and animal farm. It aims to enhance the lives of many people and is more critical now, following years of austerity, cuts in public funding and increasing community hardship following the pandemic and cost of living increases. We continue to provide a large and increasing variety of facilities for people of all ages and backgrounds, supported by an extensive events programme throughout the year.

The park and animal farm are as busy as they have ever been with a marked increase of visitors over the summer months since the COVID pandemic in 2020-21. This does bring increased pressure in terms of litter and park maintenance, but the park strives to maintain a high standard of visitor experience and has received many positive reviews throughout the year.

In the last year the following work has taken place:

- 4 new benches in the park
- Change from annual bedding plants to perennial plants in a flowerbed at the Charles Ashmore entrance to improve environmental impact of the park and increase sustainable planting.

## **GRAVES PARK TRUSTEES' REPORT YEAR ENDED 31 MARCH 2023**

### **ACHIEVEMENTS AND PERFORMANCE Continued**

- Renovation of bowling green over winter
- Work starting on a new sensory entrance for Rose Garden including new planters installed and planting started.
- 5 additional double-sized bins purchased (due to long lead time, not installed this financial year but have been installed June 2023)
- Widening of barn entrance at farm to allow access for double buggies and prevent “pinch points” due to farm being busiest it has ever been
- A new apprentice was taken on at the Animal Farm to maintain and improve the farm’s animal welfare standards as well as provide additional educational provision for school parties

The events that the park holds are becoming increasingly popular and encourage increased use by the residents of the city, who may not have visited the park before. This means that the park is busier than ever before with more residents discovering the space and enjoying the use of it as a recreational space.

The charity continues to invest in the park facilities, with a program of path repairs ongoing and repairs to some of the dry-stone walling around the park that had become unstable and collapsed. Unfortunately, the Rose Garden Café was closed on 27 July 2022 following a structural survey highlighting concerns about the building’s structural stability. Several inspections and feasibility studies were carried out by both Sheffield City Council and an independent consultant employed by the Friends of Graves Park. Temporary scaffolding was put in place to secure the building and it was re-opened to the public in December 2022 predominantly for takeaway due to the space that the scaffolding structure takes up inside the facility. Costings for future work on the café are being gathered with public consultation and a decision on the café’s future to be made in 2023-4.

### **GROUPS WITH INTEREST IN THE PARK**

There are 2 active Friends groups within the park, the Friends of Graves Park, and the Friends of Woodseats Playground. In 2022-23 the Friends of Graves Park have been awarded £140,000 lottery funding to deliver the “Finding Lost Norton Park: Digging Deeper for All” project. This project will look at the heritage of the park including the archaeology, ecology and history of the park, involving several community and school groups and discovering more information about the park’s history. The Friends group continue to maintain an arboretum and ‘garden’ area of the park to an extremely high standard as well as working to suppress the invasive Himalayan Balsam species growing along watercourses flowing through the park.

The Friends of Woodseats Playground were successful in securing over £15,000 of funding in 2021-22 which was spent on a new piece of play equipment for the Woodseats playground which installed in July 2022. They are now looking to develop the playground further by breaking out sections of tarmac and creating a more naturalised landscape and sensory areas with additional benches and play equipment for younger children.

The Sheffield Royal Society of the Blind started to develop a sensory entrance to the Rose Garden with support from park staff with two new planters installed, a pillar at the entrance re-pointed and planting work completed this year. Additional planting, installation of a pergola and two benches will be completed in Spring/Summer 2023.

# GRAVES PARK TRUSTEES' REPORT YEAR ENDED 31 MARCH 2023

## EVENTS

The events in 22/23 have been even more popular than in 21/22 with huge numbers of visitors for events organised by Sheffield City Council including the Animal Farm's Easter Event, the Country Fair and the farm's Halloween event. Events organised by external parties and run in the park have also been very popular including the 'Pretty Muddy Race for Life' organised by Cancer Research UK as well as the return of prestigious cross country events run in the park over winter.

The following events took place during 22/23:

Date	EVENT	APPROX ATTENDANCE	ORGANISATION	Type of Event
15/04/2023	Graves Park Animal Farm Easter Event	1200	Animal Farm	Community
16/04/2023	Graves Park Animal Farm Easter Event	1200	Animal Farm	Community
17/04/2023	Graves Park Animal Farm Easter Event	1200	Animal Farm	Community
18/04/2023	Graves Park Animal Farm Easter Event	1200	Animal Farm	Community
02/05/2022	Graves Park Country Show	10000	Major Events Team	Community
15/05/2022	Morris Owners Club Open Day	400	Barnsley - Morris Minor Owners Club	Community
21/05/2022	SY Orienteering	350	Major Events	Sports
12/06/2022	Race for Life	5000	Cancer Research UK	Charity
28/06/2022	50 Things Roadshow	50	Family Learning	Community
29/07/2022	Family Funfair	500	International Funfairs	Commercial
30/07/2022	Family Funfair	500	International Funfairs	Commercial
31/07/2022	Family Funfair	500	International Funfairs	Commercial
01/08/2022	Family Funfair	500	International Funfairs	Commercial
02/08/2022	Family Funfair	500	International Funfairs	Commercial
03/08/2022	Family Funfair	500	International Funfairs	Commercial
04/08/2022	Family Funfair	500	International Funfairs	Commercial
05/08/2022	Family Funfair	500	International Funfairs	Commercial
06/08/2022	Family Funfair	500	International Funfairs	Commercial
07/08/2022	Family Funfair	500	International Funfairs	Commercial
08/08/2023	Dinosaur Dig	500	Animal Farm	Community
09/08/2023	Dinosaur Dig	500	Animal Farm	Community
10/08/2023	Dinosaur Dig	500	Animal Farm	Community
11/08/2023	Dinosaur Dig	500	Animal Farm	Community
12/08/2023	Dinosaur Dig	500	Animal Farm	Community
13/08/2023	Dinosaur Dig	500	Animal Farm	Community
14/08/2023	Dinosaur Dig	500	Animal Farm	Community
22/08/2022	HAF Activity	50	Women of South Yorkshire	
22/10/2022	Northern cross countries	600	Major Events	Sports
22/10/2023	Pumpkin Picking & Woodland Walk	300	Animal Farm	Community
23/10/2023	Pumpkin Picking & Woodland Walk	300	Animal Farm	Community
24/10/2023	Pumpkin Picking & Woodland Walk	300	Animal Farm	Community
25/10/2023	Pumpkin Picking & Woodland Walk	300	Animal Farm	Community
26/10/2023	Pumpkin Picking & Woodland Walk	300	Animal Farm	Community
27/10/2023	Pumpkin Picking & Woodland Walk	300	Animal Farm	Community
28/10/2023	Pumpkin Picking & Woodland Walk	300	Animal Farm	Community
29/10/2023	Pumpkin Picking & Woodland Walk	300	Animal Farm	Community
30/10/2023	Pumpkin Picking & Woodland Walk	300	Animal Farm	Community
31/10/2023	Pumpkin Picking & Woodland Walk	300	Animal Farm	Community
13/11/2022	Cyclocross	300	Major Events	Sports
20/11/2022	British Schools Orienteering	400	Major Events	Sports
20/11/2022	British Schools Orienteering Champs	400	Major Events	Sports
01/12/23 - 23/12/23	Animal Farm Christmas Trail	500	Animal Farm	Community
04/12/2022	SY Orienteering club championships	170	Major Events	Sports
14/01/2023	Secondary Schools Champs & Presentations	500	Major Events	Community
13/02/2023	Paw Patrol at the Animal Farm	300	Animal Farm	Community
14/02/2023	Paw Patrol at the Animal Farm	300	Animal Farm	Community
15/02/2023	Paw Patrol at the Animal Farm	300	Animal Farm	Community
16/02/2023	Paw Patrol at the Animal Farm	300	Animal Farm	Community
17/02/2023	Paw Patrol at the Animal Farm	300	Animal Farm	Community
25/02/2023	Primary Schools XC champs & Presentations	500	Major Events	Community
01/03/2023	SYO Club Night	80	Major Events	Major

**GRAVES PARK  
TRUSTEES' REPORT  
YEAR ENDED 31 MARCH 2023**

**Future Plans**

We will continue to upgrade the Park and Animal Farm for all to benefit including:

- Install the new double sized litter bins purchased in 2022/23 and improve temporary litter provision over the summer months.
- Work in partnership with the Friends of Graves Park to support delivery of the Finding Lost Norton Park project.
- Support the Friends of Woodseats Playground to apply for additional funding to re-landscape areas of the Woodseats Playground.
- Complete work on the sensory entrance to the Rose Garden in partnership with the Royal Society of the Blind
- Provide additional volunteering opportunities for corporate groups in the park.
- Support the future of the Rose Garden Café developing costings and proposals to provide and enhance the refreshment provision in the park.
- Deliver more educational visits at the Animal Farm.
- Build on income generation activities developed at the Animal Farm to offset increasing costs of welfare and utilities while continuing to enhance the visitor experience.

**GRAVES PARK  
TRUSTEES' REPORT  
YEAR ENDED 31 MARCH 2023**

**FINANCIAL REVIEW AND FUNDING**

**Restricted Funds** - Net expenditure of £85,847 (21/22: Net expenditure of £88,127) comprising grants received of £5,971 from Sheffield City Council (21/22: £3,692) and Depreciation of £91,818 (21/22: £91,819).

**Unrestricted funds** - Net income of £270 (21/22: £11). The income from charitable activities was £447,526 (21/22: £325,316), donations and gifts were £1,836 (21/22: £7,600), and interest received of £270 (Interest on Investments). There was charitable expenditure of £629,897 (21/22: £524,200). The deficit was funded by the grant from Sheffield City Council of £199,087 (21/22: £174,420).

There was an increase in expenditure on charitable activities of £105,697 in 22/23. This was as a result of activity generally normalising after the pandemic but most notably an increase of £30,863 (24%) on supplies and services costs and £33,570 (333%) increase on tree work due to adverse weather conditions and tree disease.

The supplies and services expenditure increased again this year due to the Animal Farm activity continuing to increase, meaning more demand for stock such as toys and stationery. Animal food costs and veterinary bills have increased with inflation.

The additional expenditure in 2022/2023 has been partially offset by an increase in Animal Park income of £91,078. This is due to the number of visitors continuing to increase as we have a lockdown-free year.

At 31 March 2023 the charity had total funds of £2,313,094 (21/22: £2,398,671). These funds are mainly tied up in fixed assets and investments. Restricted funds of £2,312,378 (21/22: £2,398,225) were held mainly as fixed assets. There are Investments of £12,634 (21/22: £12,364).

There was investment income of £270 (21/22: £11) and this has been transferred to the Designated Fund which now totals £716 and is available to spend in accordance with the Charity's Trusts & Objectives.

**GRAVES PARK  
TRUSTEES' REPORT  
YEAR ENDED 31 MARCH 2023**

**RESERVES POLICY**

As the charity is managed and funded by the Council no specific charity reserves are deemed to be necessary, except for those reserves represented by fixed assets.

Annual revenue expenditure is generally greater than income and the variance is born by the Council and not carried forward into the next financial year.

This charity has specific monies invested in the Council's internal investment fund. Interest is received half yearly on the monies invested. These investments form the restricted funds and any interest is used in line with the restrictions on the funds.

**RISK MANAGEMENT**

The charity is dependent for its day-to-day management upon Sheffield City Council. It is therefore considered expedient and cost effective for the charity to adopt the Council's risk management policy and strategy, which it considers is a crucial part of the service planning process in highlighting key risks and how they affect the Council's ability to deliver its service and how they will be managed. The Council has incorporated a formal approach to risk management in its day-to-day operations and has developed a toolkit to allow managers to identify risk, which would prevent them from achieving their objectives and to provide information and guidance on how these risks can be managed. The Council operates an Internal Insurance Account covering a variety of risks.

**GRAVES PARK  
TRUSTEES' REPORT  
YEAR ENDED 31 MARCH 2023**

**Trustees' responsibilities statement**

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper 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 trust deed. 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.

**TRUSTEES**

Sheffield City Council adopted a Committee system in May 2022. The current Trustees are listed on Pg 1.

**Approved by the Trustees and signed on their behalf by:**



Signed

Date 25/01/2024

**Cllr Ian Auckland – Chair of the Charity Trustee Sub Committee.**

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF Trustees of Graves Park

I report to the trustees on my examination of the financial statements of the charity for the year ended 31 March 2023.

#### Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.



.....  
Melvin Bailey FCCA DChA  
for and on behalf of Rogers Spencer  
Chartered Accountants  
Newstead House  
Pelham Road  
Nottingham  
NG5 1AP

Dated: 25/01/2024

**GRAVES PARK  
STATEMENT OF FINANCIAL ACTIVITIES  
YEAR ENDED 31 MARCH 2023**

	Note	Unrestricted 2022/23 £	Restricted 2022/23 £	Total 2022/23 £	Total 2021/22 £
<b>Income and endowments from:</b>					
Donations and legacies	2	201,648	5,971	207,619	202,577
Charitable activities	3	447,526	-	447,526	325,316
Investments	10	270	-	270	11
<b>Total</b>		<b>649,444</b>	<b>5,971</b>	<b>655,416</b>	<b>527,903</b>
<b>Expenditure on:</b>					
Raising funds	4	19,277	-	19,277	-
Charitable activities	5	629,897	91,818	721,715	616,019
<b>Total</b>		<b>649,173</b>	<b>91,818</b>	<b>740,992</b>	<b>616,019</b>
<b>Net income/(expenditure)</b>		<b>271</b>	<b>(85,847)</b>	<b>(85,577)</b>	<b>(88,116)</b>
<b>Transfer between funds</b>				<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>270</b>	<b>(85,847)</b>	<b>(85,577)</b>	<b>(88,116)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		446	2,398,225	2,398,671	2,486,787
<b>Total funds carried forward</b>		<b>716</b>	<b>2,312,378</b>	<b>2,313,094</b>	<b>2,398,671</b>

**GRAVES PARK  
STATEMENT OF FINANCIAL ACTIVITIES  
YEAR ENDED 31 MARCH 2022**

	Note	Unrestricted 2021/22 £	Restricted 2021/22 £	Total 2021/22 £	Total 2020/21 £
<b>Income and endowments from:</b>					
Donations and legacies	2	198,885	3,692	202,577	558,949
Charitable activities	3	325,316	-	325,316	177,231
Investments	10	11	-	11	-
<b>Total</b>		<b>524,211</b>	<b>3,692</b>	<b>527,903</b>	736,180
<b>Expenditure on:</b>					
Raising funds	4	-	-	-	-
Charitable activities	5	524,200	91,819	616,019	561,207
<b>Total</b>		<b>524,200</b>	<b>91,819</b>	<b>616,019</b>	561,207
<b>Net income/(expenditure)</b>		<b>11</b>	<b>(88,127)</b>	<b>(88,116)</b>	174,973
<b>Transfer between funds</b>				-	-
<b>Net movement in funds</b>		<b>11</b>	<b>(88,127)</b>	<b>(88,116)</b>	<b>174,973</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		435	2,486,352	2,486,787	2,311,814
<b>Total funds carried forward</b>		<b>446</b>	<b>2,398,225</b>	<b>2,398,671</b>	2,486,787

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derives from continuing activities.

**GRAVES PARK  
BALANCE SHEET  
AS AT 31 MARCH 2023**

	Note	Unrestricted 2022/23 £	Restricted 2022/23 £	Total 2022/23 £	Total 2021/22 £
<b>Fixed assets</b>					
Tangible fixed assets	9	-	2,300,460	2,300,460	2,386,307
Investments	10	716	11,918	12,634	12,364
		<u>716</u>	<u>2,312,378</u>	<u>2,313,094</u>	<u>2,398,671</u>
<b>Current assets</b>					
Debtors	11	1,055		1,055	1,050
<b>Liabilities</b>					
Creditors falling due within one year	12	(1,055)		(1,055)	(1,050)
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net current assets</b>					
		<u>716</u>	<u>2,312,378</u>	<u>2,313,094</u>	<u>2,398,671</u>
<b>The funds of the charity</b>					
Unrestricted income funds	13		-	-	-
Designated funds	15	716		716	446
Restricted income funds	14	-	2,312,378	2,312,378	2,398,225
		<u>716</u>	<u>2,312,378</u>	<u>2,313,094</u>	<u>2,398,671</u>

Sheffield City Council adopted a Committee system in May 2022. The current Trustees are listed on Pg 1.

Approved by the Trustees and signed on their behalf by:

Signed 

Date 25/01/2024

Cllr Ian Auckland - Chair of the Charity Trustee Sub-Committee

**GRAVES PARK  
STATEMENT OF CASH FLOWS  
YEAR ENDED 31 MARCH 2023**

	<b>2022/23</b>		<b>2021/22</b>	
	£	£	£	£
<b>Net expenditure</b>		<b>(85,847)</b>		<b>(88,127)</b>
<b>Non-cash movements: -</b>				
Depreciation	<b>91,818</b>		91,819	
Decrease/(increase) in debtors	<b>(5)</b>		300	
Increase/(decrease) in creditors	<b>5</b>		<b>(300)</b>	
		<u><b>91,818</b></u>		<u>91,819</u>
<b>Net cash inflow from operations</b>		<b>5,971</b>		<b>3,692</b>
<b><u>Returns on investments</u></b>				
Interest received		<b>270</b>		11
<b><u>Capital expenditure</u></b>				
Payment to acquire tangible fixed assets		<b>(5,971)</b>		<b>(3,692)</b>
<b>Increase in Consolidated Loans Fund balance</b>		<u><b>270</b></u>		<u><b>11</b></u>

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2023**

**1. Accounting Policies**

Graves Park is a registered charity in England. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are for the recreation of the public as public walks or pleasure grounds or as an open space.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective on 1 January 2019 (Updated second edition – October 19), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The principal accounting policies adopted in the preparation of the financial statements are as follows:

**1.1 Fixed assets**

Graves Park is classified as a Community Asset. The trustees policy is to value Community Assets at £Nil.

Land and buildings have been valued at their deemed cost at the date of transition to SORP (FRS 102).

Other Plant and Equipment are carried at cost.

Expenditure on fixed assets is capitalised, provided that the fixed asset yields benefit to the charity and the services it provides are for a period of more than one year.

Assets have been reviewed for any impairment loss in respect of consumption of economic benefit.

# **GRAVES PARK NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2023**

## **1.2 Depreciation**

Depreciation is provided on fixed assets at rates calculated to write off the cost of the assets over their expected useful lives as follows:

- Land and previously revalued buildings are not depreciated.
- Park buildings have been depreciated on a straight line basis over 10, 15 or 40 years, commencing on the transfer from assets under construction.
- Plant, furniture and equipment have been depreciated on a straight line basis over 10 years.
- Depreciation is not provided on assets under construction.

## **1.3 Investments**

Fund balances are invested internally with Sheffield City Council. Investments are held at market value.

## **1.4 Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors or which have been raised by the charity for particular purposes. The aim and use of each restricted fund is set out in the notes to the financial statements.

Endowment funds represent those assets which must be held permanently by the charity, principally investments. Income arising on the endowment fund can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of the fund.

## **1.5 Income**

Income from donations and grants, including capital grants, is included in income when it is probable that the income will be received, and is allocated to the appropriate fund.

Investment income is included when receivable.

Rental, events, activity and similar income is included when the event or function has taken place.

The cost of running the park is funded by Sheffield City Council. Annual revenue expenditure is generally greater than income and any variance is borne by the Council by way of a grant to the charity.

# **GRAVES PARK NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2023**

## **1.6 Expenditure**

Expenditure is included in the Statement of Financial Activities on an accruals basis, net of any VAT, which can be recovered as Sheffield City Council is the sole trustee and therefore has special status under s33 VAT Act 1994.

The main exception to this treatment is payments for such items as gas and electricity are charged at the date of the meter reading rather than being apportioned between years. This policy is applied consistently each year.

Expenditure has been allocated to the activities to which it is directly attributable.

### **Cost of raising funds**

The cost of generating any external funding, such as grant applications and events, is attributable to the time of Sheffield City Council officers who work on a range of projects including the charity. As such it is not possible to accurately apportion the cost of this to the charity so no charge is included in the accounts.

### **Charitable activities**

Charitable activities are set out within the charitable deeds and represent the costs associated with the running and maintenance of the park.

### **Governance costs**

Independent examination costs and finance officer costs are charged to the charity. The Council currently absorbs the cost of other officers' time. This policy is kept under review.

### **Staff costs**

The staff who work for the charity are employed by Sheffield City Council, and are subject to the terms and conditions of that organisation. The costs of such staff are recharged to the charity. Full disclosure of the relevant staff costs and numbers is provided in the notes to these financial statements.

### **Pensions**

City Council employees may participate in the Local Government Superannuation Scheme, which provides members with defined benefits related to pay and service. The City Council makes payments for this group of employees to the South Yorkshire Pensions Authority, which administers pension arrangements on behalf of Sheffield City Council and the other local authorities in the South Yorkshire area. The City Council bears any deficit or surplus on the scheme and does not charge this to the charity.

## **1.7 Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2023**

**1.8 Financial instruments**

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**1.9 Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2023**

**2. Donations and legacies**

**2.a Donations and gifts**

	<b>2022/23</b>	2021/22
	£	£
Unrestricted:		
General (Animal Park)	1,836	6,980
Friends of Group	-	620
	<u>1,836</u>	<u>7,600</u>

**2.b Grants**

Unrestricted:		
Countryside Agency	-	16,865
S106 maintenance	725	-
Sheffield City Council - revenue	199,087	174,420
	<u>199,812</u>	<u>191,285</u>
Restricted:		
Sheffield City Council - Capital receipts	5,971	3,692
	<u>5,971</u>	<u>3,692</u>
	<u>207,619</u>	<u>202,577</u>

If expenditure is greater than income the variance is borne by Sheffield City Council and not brought forward into the next financial year.

**3. Income from charitable activities**

	<b>2022/23</b>	2021/22
	£	£
Unrestricted:		
Outdoor sports	7,345	7,280
Events	27,056	-
Memorial benches & tree planting	3,082	1,400
Miscellaneous	1,570	1,319
Rents	159,421	153,068
Animal Park income (excl donations and sponsors)	191,184	100,106
Car parking income	57,867	62,142
	<u>447,526</u>	<u>325,316</u>

**4. Analysis of expenditure on raising funds**

	<b>2022/23</b>	2021/22
	£	£
Unrestricted:		
Events	19,277	-
	<u>19,277</u>	<u>-</u>

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2023**

5. Analysis of expenditure on charitable activities	Park Operation	Animal Farm	Total	Total
	Costs	Costs	2022/23	2021/22
	£	£	£	£
Unrestricted:				
Employees	138,500	164,775	303,274	284,300
Repairs and maintenance	39,053	6,390	45,442	37,979
Grounds maintenance	50,074		50,074	41,322
Tree work	43,645	-	43,645	10,075
Playground refurbishment and maintenance	4,831		4,831	8,912
Electricity	3,952	9,646	13,598	6,049
Gas	4,281		4,281	2,734
Water and sewage	2,972	1,683	4,655	4,386
Telephones	37	714	752	37
Supplies and services	17,279	139,600	156,879	126,016
Governance costs	2,466		2,466	2,390
	<b>301,865</b>	<b>297,092</b>	<b>629,897</b>	<b>524,200</b>
Restricted:				
Depreciation	84,459	7,359	91,818	91,818
	<b>386,325</b>	<b>304,451</b>	<b>721,715</b>	<b>616,018</b>

6. Governance costs	2022/23	2021/22
	£	£
Managing and administration:		
Independent examination fees	1,055	1,050
Finance office costs	1,411	1,340
	<b>2,466</b>	<b>2,390</b>

7. Staff costs and trustees' remuneration	2022/23	2021/22
	£	£
Salaries	218,001	212,362
Social security costs	21,658	23,360
Pension	44,778	40,349
Other	18,837	8,230
	<b>303,274</b>	<b>284,300</b>

Staff costs in 2022/23 comprise of Operations £138,500 (21/22 £150,717) and Animal Farm £163,523 (21/22 £143,245 ).

No employee received remuneration of over £60,000 during the year (2021 - None).

Trustees received no remuneration (2021 - £Nil) and were not reimbursed for any of their expenses during the year.

8. Staff numbers	2022/23	2021/22
	Number	Number
The average number of employees during the year was	<b>9</b>	<b>10</b>

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2023**

9. Fixed assets	Assets under Construction	Land & buildings	Norton Lane Nurseries	Council dwellings	Plant		Total
					Equipment & Infrastructure		
At cost		£	£	£	£	£	£
At 1 April 2022	-	2,385,745	465,039	300,000	46,343		3,197,127
Additions	5,971		-	-	-		5,971
Transfers	(5,971)	5,885	86	-	-		(0)
At 31 March 2023	-	2,391,630	465,125	300,000	46,343		3,203,098
<b>Accumulated depreciation</b>							
At 1 April 2022	-	457,550	239,427	67,500	46,343		810,820
Charge in the year	-	57,716	26,603	7,500			91,818
At 31 March 2023	-	515,266	266,030	75,000	46,343		902,638
<b>Net book value</b>							
At 31 March 2023	-	1,876,364	199,095	225,000	-		2,300,460
At 31 March 2022	-	1,928,195	225,612	232,500	-		2,386,307

Norton Lane Nurseries, Council Dwellings and various land and buildings are included at deemed cost as permitted on transition to SORP (FRS102) based on a valuation in 2012/13 by the Asset Partnership Services team of Kier who are MRICS qualified.

On 18 October 2023 the Charity Sub-committee approved for Sheffield City Council, in partnership with stakeholders, to develop a strategy for the restoration of the Rose Garden Café building.

At the Charity Sub-Committee on 18 October 2023, Councillors approved the following recommendations:

The proposal for Sheffield City Council, in partnership with stakeholders, to develop a strategy for the restoration of the Rose Garden Café building (options 2A and 2B).

Approach	Design Option	Proposed Works	Cost Estimate
Existing building restored	2A	Structural stabilisation of the existing building and full refurbishment	£1,790,000
	2B	Structural stabilisation of the existing building with light touch refurbishment to café interiors only	£911,000

The Rose Garden Café Partnership, once established, will create an action plan to develop the strategy for restoration, which will include defining the following:

- a framework for a proportionate public consultation on the Rose Garden Café
- establish funding sources to meet the structural remediation and building refurbishment works
- agree a strategy for public communication

Sheffield City Council funding sources have concluded that existing funds cannot currently meet the full cost of the design options and therefore a mixed funding model is required, various options are therefore being looked at.

**10. Investments**

At market value	2022/23 £
At 1 April 2022	12,364
Income	-
Interest received	270
Draw down	-
At 31 March 2023	12,634

The charity funds are invested in Sheffield City Council's Consolidated Loans Funds (interest paid half yearly). Market value is the same as historical cost.

**11. Debtors**

	2022/23 £	2021/22 £
Amounts due from Sheffield City Council	1,055	1,050
	1,055	1,050

**12. Creditors: amounts falling due within one year**

	2022/23 £	2021/22 £
Independent examination fees	1,055	1,050
	1,055	1,050

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2023**

**13. Unrestricted funds**

	General Funds	Total £
Balance at 1 April 2022	-	-
Income	618,234	618,234
Expenditure	(598,958)	(598,958)
Transfer	-	-
Balance at 31 March 2023	<u>19,277</u>	<u>19,277</u>

**Unrestricted funds - prior year**

	General Funds £	Total £
Balance at 1 April 2021	-	-
Income	524,200	524,200
Expenditure	(524,200)	(524,200)
Transfer	-	-
Balance at 31 March 2022	<u>-</u>	<u>-</u>

**14. Restricted funds**

	Squirrel Fund £	Café Fund £	Chantry Cottage £	Cobnar Cottage £	Pocket Park £	Land & Buildings £	Assets under Construction £	Council Dwellings £	Total Funds £
Balance at 1 April 2022	127	1,088	157	10,545	1	2,153,807	-	232,500	2,398,225
Income	3	28	8	229	-	-	5,971	-	6,239
Expenditure and depreciation	-	-	-	-	-	(84,318)	-	(7,500)	(91,818)
Realised gain on disposal of fixed assets	-	-	-	-	-	-	-	-	-
Transfer	-	-	-	-	-	5,971	(5,971)	-	-
Transfer to Designated Funds	(3)	(28)	(8)	(229)	-	-	-	-	(268)
Balance at 31 March 2023	<u>127</u>	<u>1,088</u>	<u>157</u>	<u>10,545</u>	<u>1</u>	<u>2,075,460</u>	<u>-</u>	<u>225,000</u>	<u>2,312,378</u>

**Squirrel Fund**

This fund comprises a donation made for the specific purpose of feeding squirrels.

**Café Fund**

The fund comprises a donation made for the specific purpose of providing toys for use in the Rose Garden Café.

**Cobnar Cottage**

This fund comprises of income received relating to the sale of Cobnar Cottage, Cobnar Road.

**Chantry Cottage**

This fund comprises of income received relating to a 125 year lease of land adjacent to Chantry Cottage, Norton Lane.

**Assets under Construction**

This fund relates to ongoing capital work for pathworks and installation of 2 cricket pitches which have been completed in year. The refurbishment of tennis courts and other improvements in the park are on-going.

**Land & Buildings**

This fund comprises a combination of various grants and donations made for the specific purpose of several capital projects including the Norton Lane Nursery, Rose Garden Café, the Sports Pavillion, the Cobnar Road Playground and the Inclusive Play area. In particular this year considerable work on high security animal fencing at the Animal Farm and Park resurfacing.

**Council Dwellings**

This fund comprises of revalued values of 2 residential properties: The Bungalow, Derbyshire Lane and the Lodge, Charles Ashmore Road.

**GRAVES PARK**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2023**

<b>15. Designated funds</b>	<b>2022/23</b>
	£
Balance at 1 April 2022	446
Transfer	270
Balance at 31 March 2023	<u>716</u>

Designated funds represent accumulated interest in the investments. The trustees have set this money aside for one-off projects in the future, rather than for ongoing running costs.

<b>16. Analysis of net assets between funds</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total funds</b>
	£	£	£
Fixed asset investments	716	2,312,378	2,313,094
Current assets	1,055	-	1,055
Creditors due within one year	(1,055)	-	(1,055)
	<u>716</u>	<u>2,312,378</u>	<u>2,313,094</u>

<b>Analysis of net assets between funds - prior year</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total funds</b>
	£	£	£
Fixed asset investments	446	2,398,225	2,398,671
Current assets	1,050	-	1,050
Creditors due within one year	(1,050)	-	(1,050)
	<u>446</u>	<u>2,398,225</u>	<u>2,398,671</u>

**17. Ultimate Controlling Party**

The ultimate controlling party is the sole trustee, Sheffield City Council.

**18. Related parties**

The charity has a very close relationship with Sheffield City Council who is the sole trustee and provides the balance of funding not provided elsewhere on an annual basis, to enable the charity to carry out its charitable objectives. The amount of funding provided by Sheffield City Council during the year is £205,058 (21/22: £178,112) of which £5,971 was towards capital projects (21/22 £3,692). At the year end £1,055 was owed by Sheffield City Council (21/22: £1,050)

**GRAVES PARK**

England & Wales - Charity number 510841

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# Accounts

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**GRAVES PARK  
TRUSTEES' REPORT AND FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2022**

**REGISTERED CHARITY NUMBER 510841**

## **GRAVES PARK**

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**GRAVES PARK  
REFERENCE AND ADMINISTRATIVE DETAILS**

**CHARITY NO:** 510841

**TRUSTEES**

Sheffield City Council is the sole Trustee of the charity, acting through the Charity Trustee Sub Committee.

**Charity Sub-Committee Members:**

Cllr Bryan Lodge (Chair)  
Cllr Richard Williams (Deputy Chair)  
Cllr Douglas Johnson (Spokesperson)  
Cllr Julie Grocutt  
Cllr Dawn Dale

**PRINCIPAL ADDRESS**

Sheffield City Council  
Parks and Countryside  
Moorfoot  
Level 3 West wing  
Sheffield  
S1 4PL

**INDEPENDENT EXAMINER**

Melvin Bailey FCCA DChA  
for and on behalf of Rogers Spencer  
Chartered Accountants  
Newstead House  
Pelham Road  
Nottingham  
NG5 1AP

## **GRAVES PARK TRUSTEES' REPORT YEAR ENDED 31 MARCH 2022**

The trustees present their report together with the financial statements of the charity for the year ended 31 March 2022. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and the requirements of the Statement of Recommended Practice, 'Accounting and Reporting by Charities' Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective on 1 January 2019 (Updated second edition – October 19).

### **DESCRIPTION OF CHARITY'S TRUSTS AND OBJECTS**

The governing document is a scheme dated 12 March 2009. The Park is held on trust for the recreation of the public as public walks or pleasure grounds or as an open space within the meaning of the Open Space Act 1906.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Graves Park is a charity and the sole Trustee is Sheffield City Council. The Charity Trustee Sub Committee is a standing sub committee of the Strategy and Resources Policy Committee. It has been established to take all decisions of the Council, including but not limited to disposal of and other dealings with charitable land.

Management of the park is the responsibility of the Councils' Parks and Countryside service. Management and administrative decisions which are not decisions of the Council as Trustee, may be made, in accordance with the Council constitution delegations, by the Executive Director of Operational Services, the Director of Parks, Leisure and Libraries, or the head of Parks and Countryside service.

### **PUBLIC BENEFIT**

The Trustees have complied with the duty in Section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission. Details of how the charity has carried out its activities for the public benefit are given in the section below.

### **OBJECTIVES AND ACTIVITIES**

The object of the charity is the provision and maintenance of a park and recreation ground for use by the public with the object of improving their conditions of life. Graves Park is classified as a city park and a major visitor attraction with bowling greens, tennis courts, pitch and putt golf, cricket, football and a popular animal farm.

The charity operates for the benefit of the inhabitants of Sheffield without distinction of sex, race or political, religious or other opinions in a common effort to advance education, health and wellbeing and to provide facilities for recreation and other leisure time occupation with the object of improving the health and condition of life of the said inhabitants and, particularly of those who have need of such facilities by reason of their youth, age, infirmity or disablement, poverty or social and economic circumstances.

## **GRAVES PARK TRUSTEES' REPORT YEAR ENDED 31 MARCH 2022**

### **OBJECTIVES AND ACTIVITIES continued**

The object of the charity is met by the following on-going activities:

- Provision of a well-maintained, safe and welcoming environment for casual recreation.
- Provision of sports facilities for both formal and informal use by residents from across the city.
- Provision of visitor services including Café.
- Provision of a farm as a visitor attraction and educational resource.

The charity has sought to utilise its financial resources including grant funding from Sheffield City Council and other fund-raising activities to provide a high quality recreational site for the benefit of the residents of the city of Sheffield.

Graves Park and Graves Park Animal Farm's annual assessment against the Green Flag criteria was carried out to determine current level of standard and to identify and implement incremental improvements.

Concessions in the park continue to run such as the land train, inflatable attractions and the Tree Amigos Christmas tree sales concession over at the Charles Ashmore side of the park.

Due to continued reduction in public finances and the consequential pressure on local authority budgets, the charity continues to review its fundraising activities to ensure improved security of, and increase in, financial resources available for its ongoing charitable activities.

### **ACHIEVEMENTS AND PERFORMANCE**

Graves Park is important to many people both locally and from across Sheffield as a free to all city park and animal farm. It aims to enhance the lives of many people and is more critical now, following years of austerity, cuts in public funding and increasing community hardship following the pandemic. We continue to provide a large and increasing variety of facilities for people of all ages and backgrounds, supported by an extensive events programme throughout the year.

The park and animal farm are as busy as they have ever been with a high standard of visitor experience and many positive reviews for the farm and park.

In the last year the following work has taken place:

- Security CCTV installed around the Animal Farm
- New Shelter for Animal Farm Shire Horse
- A number of memorial trees planted
- 1 new bench in the park
- 2 new bins in the park
- 2 new goalposts installed to replace older posts that had become rusted and unsightly

**GRAVES PARK  
TRUSTEES' REPORT  
YEAR ENDED 31 MARCH 2022**

**ACHIEVEMENTS AND PERFORMANCE Continued**

- Additional temporary bins for events that can be re-used as events become busier than ever
- Improvements to the sand pit in the playground at the Rose Garden including new sand and posts

The charity's continued investment in park facilities and the provision of events and other visitor services ensures that the site remains a well-maintained, safe and welcoming environment for informal and formal recreation, and encourages increased use by the residents of the city, contributing to their health and well-being.

**GROUPS WITH INTEREST IN THE PARK**

There are 2 active Friends groups within the park, the Friends of Graves Park, and the Friends of Woodseats Playground. In 2021-22 the Friends of Graves Park purchased over 1,000 new roses for the Rose Garden which were planted by the Graves Park gardening team in early 2022. The Friends of Woodseats Playground have also been active and have secured over £15,000 which will be spent on a new piece of play equipment for the Woodseats playground which was installed in July 2022.

A working relationship has also been established with the Sheffield Royal Society of the Blind who would like to develop a sensory entrance to the Rose Garden and planning work for this has been ongoing from October 2021 and is due to be completed in Spring 2023.

**EVENTS**

There has been a fuller events program in 2021 as the restrictions necessitated by COVID have been lifted. The Animal Farm has held several extremely popular events including a Family Fun Day, Halloween pumpkin picking event and Christmas trail around the farm. Feedback from all events in the park has been extremely positive and a further increased program of events is planned for 2022 including a rebranded Highland Fling/Country Fair and Animal Farm Easter Events which have both not been held since 2018.

The following events took place during 21/22:

## GRAVES PARK TRUSTEES' REPORT YEAR ENDED 31 MARCH 2022

### EVENTS Continued

Date	EVENT	APPROX ATTENDANCE	ORGANISATION
03/05/2021	Highland Fling - COVID CANCELLED	NA	Major Events
01/06/2021	Jessops Superheroes Scavenger Hunt (All June)	150	Sheffield Hospitals Charity
13/07/2021	Little Library& Family Learning	100	Family Learning - SCC
30/07/2021	Thunder Theme Park	500	International Funfairs
31/07/2021	Thunder Theme Park	500	International Funfairs
01/08/2021	Thunder Theme Park	500	International Funfairs
02/08/2021	Thunder Theme Park	500	International Funfairs
03/08/2021	Thunder Theme Park	500	International Funfairs
04/08/2021	Thunder Theme Park	500	International Funfairs
05/08/2021	Thunder Theme Park	500	International Funfairs
06/08/2021	Thunder Theme Park	500	International Funfairs
07/08/2021	Thunder Theme Park	500	International Funfairs
08/08/2021	Thunder Theme Park	500	International Funfairs
25/08/2021	Family Fun Day	3000	Animal Farm
05/09/2021	Race for Life	4000	Cancer Research UK
12/09/2021	Morris Minor Owner's Club Day	400	Barnsley Morris Minor Owners Club
20/10/2021	Family Learning	100	Family & Community Learning Service
23/10/2021	Northern Athletics Cross Country Relays	1000	Northern Athletics
25/10/2021	Halloween 'pick a pumpkin'	10000	Animal Farm
06/12/2021	Christmas Trail and Santa's Grotto	10000	Animal Farm
12/12/2021	SY XC League 4 race and Championships	400	Sheffield Schools Sports
12/12/2021	South Yorkshire Cross Country League	300	South Yorkshire County Athletics Association
15/01/2022	Secondary XC Champs	400	Sheffield Schools Sports
26/02/2022	Primary Schools XC Champs	400	Sheffield Schools Sports

### Future Plans

We will continue to upgrade the Animal Farm for all to benefit including:

- Add new litter bins and facilitate better litter provision for events and weekends when the park is busiest.
- Work in partnership with the Friends of Graves Park to enhance the park including a project to work with additional community groups to remove Himalayan Balsam, a non-native, invasive species along the watercourses in the park
- Support the Friends of Woodseats Playground to install equipment they are able to purchase through grant funding
- Continue to work in partnership with the Sheffield Royal Society of the Blind to develop a sensory entrance to the Rose Garden
- Investigate ways to improve facilities in the park including the potential to run additional portable food concessions
- Continue to improve enrichment in the animal enclosures at the Animal Farm to enhance both animal welfare and visitor experience.
- Develop income generation activities at the Animal Farm to offset increasing costs of welfare and utilities while continuing to enhance the visitor experience.

## **GRAVES PARK TRUSTEES' REPORT YEAR ENDED 31 MARCH 2022**

### **FINANCIAL REVIEW AND FUNDING**

**Restricted Funds** - Net expenditure of £88,127 (2021: Net income of £174,973) comprising grants received of £3,692 from Sheffield City Council (2021: £261,144) and depreciation of £91,819 (2021: £86,171).

The net reduction in Restricted Fund from 2020/2021 to 2021/2022 is as a result of the capital investment in assets being largely completed in 2020/2021.

**Unrestricted funds** - Net income of £11 (2021: £0). This includes interest received of £11 (2021: £0). The income from charitable activities was £325,316 (2021: £177,231), donations and gifts were £7,600 (2021: £10,812), revenue grant from the Countryside Agency was £16,865 (2021: £0) and interest received of £11 (Interest on Investments). There was charitable expenditure of £524,200 (2021: £475,036). The deficit was funded by the grant from Sheffield City Council of £174,420 (2021: £286,993).

There was an increase in expenditure on charitable activities of £49,164 in 21/22. This was as a result of activity generally normalising after the pandemic but most notably an increase of £29,637 (31%) on supplies and services costs and £12,975 (52%) on repairs & maintenance.

The supplies and services expenditure increased due to the Animal Farm activity increasing demand for stock such as toys and stationery (Toy purchases have increased 3 fold since 2019/2020). Events such as pumpkin picking, and easter egg hunts planned for April 2022 where supplies had to be purchased in advance all required additional purchases. Animal food costs have approximately doubled plus there were increasing veterinary bills.

Repairs and maintenance costs increased as a result of a new boiler and refurbishment work in the Park changing facilities.

The additional expenditure in 2021/2022 has been partially offset by additional rent and Animal Park sales income of £135,187. This is due to post pandemic activity returning to more normal levels and also new income streams being developed through the introduction of more diverse activities.

At 31 March 2022 the charity had total funds of £2,398,671 (2021: 2,486,787). These funds are mainly tied up in fixed assets and investments. Restricted funds of £2,398,225 (2021: £2,486,352) were held mainly as fixed assets. There are Investments of £11,948 (2021: £11,918).

There was investment income of £11 (2021: £0) and this has been transferred to the Designated Fund which now totals £446 and is available to spend in accordance with the Charity's Trusts & Objectives.

**GRAVES PARK  
TRUSTEES' REPORT  
YEAR ENDED 31 MARCH 2022**

**RESERVES POLICY**

As the charity is managed and funded by the Council no specific charity reserves are deemed to be necessary, except for those reserves represented by fixed assets.

Annual revenue expenditure is generally greater than income and the variance is born by the Council and not carried forward into the next financial year.

This charity has specific monies invested in the Council's internal investment fund. Interest is received half yearly on the monies invested. These investments form the restricted funds and any interest is used in line with the restrictions on the funds.

**RISK MANAGEMENT**

The charity is dependent for its day-to-day management upon Sheffield City Council. It is therefore considered expedient and cost effective for the charity to adopt the Council's risk management policy and strategy, which it considers is a crucial part of the service planning process in highlighting key risks and how they affect the Council's ability to deliver its service and how they will be managed. The Council has incorporated a formal approach to risk management in its day-to-day operations and has developed a toolkit to allow managers to identify risk, which would prevent them from achieving their objectives and to provide information and guidance on how these risks can be managed. The Council operates an Internal Insurance Account covering a variety of risks.

**GRAVES PARK  
TRUSTEES' REPORT  
YEAR ENDED 31 MARCH 2022**

**Trustees' responsibilities statement**

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper 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 trust deed. 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.

**TRUSTEES**

Sheffield City Council adopted a Committee system in May 2002. The current Trustees are listed on Pg 1.

**Approved by the Trustees and signed on their behalf by:**



**Cllr Bryan Lodge – Chair of the Charity Trustee Sub Committee.**

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF Trustees of Graves Park

I report to the trustees on my examination of the financial statements of the charity for the year ended 31 March 2022.

#### Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement

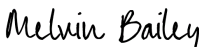
Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

DocuSigned by:



12A8EE9A05354D0

Melvin Bailey FCCA DChA

for and on behalf of Rogers Spencer

Chartered Accountants

Newstead House

Pelham Road

Nottingham

NG5 1AP

Dated: 18-04-2023

**GRAVES PARK  
STATEMENT OF FINANCIAL ACTIVITIES  
YEAR ENDED 31 MARCH 2022**

	Note	Unrestricted 2021/22 £	Restricted 2021/22 £	Total 2021/22 £	Total 2020/21 £
<b>Income and endowments from:</b>					
Donations and legacies	2	198,885	3,692	202,577	558,949
Charitable activities	3	325,316	-	325,316	177,231
Investments	10	11	-	11	-
<b>Total</b>		<b>524,211</b>	<b>3,692</b>	<b>527,903</b>	<b>736,180</b>
<b>Expenditure on:</b>					
Raising funds	4	-	-	-	-
Charitable activities	5	524,200	91,819	616,019	561,207
<b>Total</b>		<b>524,200</b>	<b>91,819</b>	<b>616,019</b>	<b>561,207</b>
<b>Net income/(expenditure)</b>		<b>11</b>	<b>(88,127)</b>	<b>(88,116)</b>	<b>174,973</b>
<b>Transfer between funds</b>				<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>11</b>	<b>(88,127)</b>	<b>(88,116)</b>	<b>174,973</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		435	2,486,352	2,486,787	2,311,814
<b>Total funds carried forward</b>		<b>446</b>	<b>2,398,225</b>	<b>2,398,671</b>	<b>2,486,787</b>

**GRAVES PARK  
STATEMENT OF FINANCIAL ACTIVITIES  
YEAR ENDED 31 MARCH 2021**

	Note	Unrestricted 2020/21 £	Restricted 2020/21 £	Total 2020/21 £	Total 2019/20 £
<b>Income and endowments from:</b>					
Donations and legacies	2	297,805	261,144	558,949	272,017
Charitable activities	3	177,231	-	177,231	247,821
Investments	10	-	-	-	215
<b>Total</b>		<b>475,036</b>	<b>261,144</b>	<b>736,180</b>	<b>520,053</b>
<b>Expenditure on:</b>					
Raising funds	4	-	-	-	14,615
Charitable activities	5	475,036	86,171	561,207	568,366
<b>Total</b>		<b>475,036</b>	<b>86,171</b>	<b>561,207</b>	<b>582,981</b>
<b>Net income/(expenditure)</b>		<b>-</b>	<b>174,973</b>	<b>174,973</b>	<b>(62,928)</b>
<b>Transfer between funds</b>				<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>-</b>	<b>174,973</b>	<b>174,973</b>	<b>(62,928)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		435	2,311,379	2,311,814	2,374,742
<b>Total funds carried forward</b>		<b>435</b>	<b>2,486,352</b>	<b>2,486,787</b>	<b>2,311,814</b>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derives from continuing activities.

**GRAVES PARK  
BALANCE SHEET  
AS AT 31 MARCH 2022**

	Note	Unrestricted 2021/22 £	Restricted 2021/22 £	Total 2021/22 £	Total 2020/21 £
<b>Fixed assets</b>					
Tangible fixed assets	9	-	2,386,307	2,386,307	2,474,434
Investments	10	446	11,918	12,364	12,353
		<u>446</u>	<u>2,398,225</u>	<u>2,398,671</u>	<u>2,486,787</u>
<b>Current assets</b>					
Debtors	11	1,050		1,050	1,350
<b>Liabilities</b>					
Creditors falling due within one year	12	(1,050)		(1,050)	(1,350)
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net current assets</b>					
		<u>446</u>	<u>2,398,225</u>	<u>2,398,671</u>	<u>2,486,787</u>
<b>Net assets</b>					
<b>The funds of the charity</b>					
Unrestricted income funds	13	-	-	-	-
Designated funds	15	446		446	435
Restricted income funds	14	-	2,398,225	2,398,225	2,486,352
		<u>446</u>	<u>2,398,225</u>	<u>2,398,671</u>	<u>2,486,787</u>

Sheffield City Council adopted a Committee system in May 2022. The current Trustees are listed on Pg 1.

**Approved by the Trustees and signed on their behalf by:**

Signed  \_\_\_\_\_ Date 11/04/2023

Cllr Bryan Lodge – Chair of the Charity Trustee Sub Committee.

# **GRAVES PARK NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2022**

## **1. Accounting Policies**

Graves Park is a registered charity in England. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are for the recreation of the public as public walks or pleasure grounds or as an open space.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective on 1 January 2019 (Updated second edition – October 19), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The principal accounting policies adopted in the preparation of the financial statements are as follows:

### **1.1 Fixed assets**

Graves Park is classified as a Community Asset. The trustees policy is to value Community Assets at £Nil.

Land and buildings have been valued at their deemed cost at the date of transition to SORP (FRS 102).

Other Plant and Equipment are carried at cost.

Expenditure on fixed assets is capitalised, provided that the fixed asset yields benefit to the charity and the services it provides are for a period of more than one year.

Assets have been reviewed for any impairment loss in respect of consumption of economic benefit.

## **GRAVES PARK NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2022**

### **1.2 Depreciation**

Depreciation is provided on fixed assets at rates calculated to write off the cost of the assets over their expected useful lives as follows:

- Land and previously revalued buildings are not depreciated.
- Park buildings have been depreciated on a straight line basis over 10, 15 or 40 years, commencing on the transfer from assets under construction.
- Plant, furniture and equipment have been depreciated on a straight line basis over 10 years.
- Depreciation is not provided on assets under construction.

### **1.3 Investments**

Fund balances are invested internally with Sheffield City Council. Investments are held at market value.

### **1.4 Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors or which have been raised by the charity for particular purposes. The aim and use of each restricted fund is set out in the notes to the financial statements.

Endowment funds represent those assets which must be held permanently by the charity, principally investments. Income arising on the endowment fund can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of the fund.

### **1.5 Income**

Income from donations and grants, including capital grants, is included in income when it is probable that the income will be received, and is allocated to the appropriate fund.

Investment income is included when receivable.

Rental, events, activity and similar income is included when the event or function has taken place.

The cost of running the park is funded by Sheffield City Council. Annual revenue expenditure is generally greater than income and any variance is borne by the Council by way of a grant to the charity.

## **GRAVES PARK NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2022**

### **1.6 Expenditure**

Expenditure is included in the Statement of Financial Activities on an accruals basis, net of any VAT, which can be recovered as Sheffield City Council is the sole trustee and therefore has special status under s33 VAT Act 1994.

The main exception to this treatment is payments for such items as gas and electricity are charged at the date of the meter reading rather than being apportioned between years. This policy is applied consistently each year.

Expenditure has been allocated to the activities to which it is directly attributable.

### **Cost of raising funds**

The cost of generating any external funding, such as grant applications and events, is attributable to the time of Sheffield City Council officers who work on a range of projects including the charity. As such it is not possible to accurately apportion the cost of this to the charity so no charge is included in the accounts.

### **Charitable activities**

Charitable activities are set out within the charitable deeds and represent the costs associated with the running and maintenance of the park.

### **Governance costs**

Independent examination costs and finance officer costs are charged to the charity. The Council currently absorbs the cost of other officers' time. This policy is kept under review.

### **Staff costs**

The staff who work for the charity are employed by Sheffield City Council, and are subject to the terms and conditions of that organisation. The costs of such staff are recharged to the charity. Full disclosure of the relevant staff costs and numbers is provided in the notes to these financial statements.

### **Pensions**

City Council employees may participate in the Local Government Superannuation Scheme, which provides members with defined benefits related to pay and service. The City Council makes payments for this group of employees to the South Yorkshire Pensions Authority, which administers pension arrangements on behalf of Sheffield City Council and the other local authorities in the South Yorkshire area. The City Council bears any deficit or surplus on the scheme and does not charge this to the charity.

### **1.7 Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2022**

**1.8 Financial instruments**

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**1.9 Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

**GRAVES PARK**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2022**

**2. Donations and legacies**

**2.a Donations and gifts**

	<b>2021/22</b>	2020/21
	£	£
Unrestricted:		
General (Animal Park)	<b>6,980</b>	6,682
Friends of Group	<b>620</b>	4,130
	<u><b>7,600</b></u>	<u>10,812</u>

**2.b Grants**

Unrestricted:		
Countryside Agency	<b>16,865</b>	-
Sheffield City Council - revenue	<b>174,420</b>	286,993
	<u><b>191,285</b></u>	<u>286,993</u>
Restricted:		
Sheffield City Council	<b>3,692</b>	261,144
Lawn Tennis Association	-	-
Chantry cottage	-	-
Pocket Park	<b>3,692</b>	261,144
	<u><b>3,692</b></u>	<u>261,144</u>
	<u><b>202,577</b></u>	<u>558,949</u>

If expenditure is greater than income the variance is borne by Sheffield City Council and not brought forward into the next financial year.

**3. Income from charitable activities**

	<b>2021/22</b>	2020/21
	£	£
Unrestricted:		
Outdoor sports	<b>7,280</b>	1,146
Bowls	-	-
Mini Golf	-	-
Tennis	-	-
Events	-	-
Memorial benches & tree planting	<b>1,400</b>	-
Miscellaneous	<b>1,319</b>	5,186
Reimbursement of legal fees	-	-
Rents	<b>153,068</b>	109,377
Animal Park income (excl donations and sponsors)	<b>100,106</b>	8,610
Car parking income	<b>62,142</b>	52,912
	<u><b>325,316</b></u>	<u>177,231</u>

**4. Analysis of expenditure on raising funds**

	<b>2021/22</b>	2020/21
	£	£
Unrestricted:		
Events	-	-
	<u>-</u>	<u>-</u>

**GRAVES PARK**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2022**

<b>5. Analysis of expenditure on charitable activities</b>	<b>Park Operation Costs</b>	<b>Animal Park Costs</b>	<b>Total 2021/22</b>	<b>Total 2020/21</b>
	£	£	£	£
Unrestricted:				
Employees	150,717	133,583	284,300	278,248
Rangers	-	-	-	-
Repairs and maintenance	27,790	10,189	37,979	25,004
Grounds maintenance	41,322	-	41,322	39,701
Tree work	9,025	1,050	10,075	12,275
Playground refurbishment and maintenance	8,912	-	8,912	5,041
Electricity	2,066	3,983	6,049	5,308
Gas	2,734	-	2,734	1,615
Water and sewage	3,005	1,381	4,386	5,596
Telephones	37	-	37	3,192
Supplies and services	12,132	113,884	126,016	96,379
Transport	-	-	-	-
Legal fees	-	-	-	28
Governance costs	2,390	-	2,390	2,649
	<b>260,130</b>	<b>264,070</b>	<b>524,200</b>	<b>475,036</b>
Restricted:				
Supplies and services (Restricted)	-	-	-	-
Depreciation	84,460	7,359	91,819	86,171
	<b>344,590</b>	<b>271,429</b>	<b>616,019</b>	<b>561,207</b>

<b>6. Governance costs</b>	<b>2021/22</b>	<b>2020/21</b>
	£	£
Managing and administration:		
Independent examination fees	1,050	1,350
Finance office costs	1,340	1,299
	<b>2,390</b>	<b>2,649</b>

<b>7. Staff costs and trustees' remuneration</b>	<b>2021/22</b>	<b>2020/21</b>
	£	£
Salaries	212,362	213,574
Social security costs	23,360	18,522
Pension	40,349	39,166
Other	8,230	6,986
	<b>284,300</b>	<b>278,248</b>

Staff costs in 2021/22 comprise of Operations £150,717 (2021 £135,255) and Animal Park £133,583 (2021: £142,993).

No employee received remuneration of over £60,000 during the year (2021 - None).

Trustees received no remuneration (2021 - £Nil) and were not reimbursed for any of their expenses during the year.

<b>8. Staff numbers</b>	<b>2021/22</b>	<b>2020/21</b>
	Number	Number
The average number of employees during the year was	<u>10</u>	<u>10</u>

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2022**

<b>9. Fixed assets</b>	Assets under	Land &	Norton Lane	Council	Plant	Total
	Construction	buildings	Nurseries	dwelling	Equipment & Infrastructure	
<b>At cost</b>		£	£	£	£	£
At 1 April 2021	-	2,382,053	465,039	300,000	46,343	3,193,435
Additions	3,692	-	-	-	-	3,692
Transfers	(3,692)	3,692	-	-	-	-
At 31 March 2022	-	2,385,745	465,039	300,000	46,343	3,197,127
<b>Accumulated depreciation</b>						
At 1 April 2021	-	399,834	212,824	60,000	46,343	719,001
Charge in the year	-	57,716	26,603	7,500	-	91,819
At 31 March 2022	-	457,550	239,427	67,500	46,343	810,820
<b>Net book value</b>						
At 31 March 2022	-	1,928,195	225,612	232,500	-	2,386,307
At 31 March 2021	-	1,982,219	252,215	240,000	-	2,474,434

Norton Lane Nurseries, Council Dwellings and various land and buildings are included at deemed cost as permitted on transition to SORP (FRS102) based on a valuation in 2012/13 by the Asset Partnership Services team of Kier who are MRICS qualified.

**10. Investments**

	2021/22
<b>At market value</b>	£
At 1 April 2021	12,353
Income	-
Interest received	11
Draw down	-
At 31 March 2022	12,364

The charity funds are invested in Sheffield City Council's Consolidated Loans Funds (interest paid half yearly). Market value is the same as historical cost.

**11. Debtors**

	2021/22	2020/21
	£	£
Amounts due from Sheffield City Council	1,050	1,350
Trade Debtor	-	-
	1,050	1,350

**12. Creditors: amounts falling due within one year**

	2021/22	2020/21
	£	£
Independent examination fees	1,050	1,350
Deferred income	-	-
	1,050	1,350

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2022**

	<b>General Funds</b>	<b>Total £</b>
<b>13. Unrestricted funds</b>		
Balance at 1 April 2021	-	-
Income	<b>524,200</b>	<b>524,200</b>
Expenditure	<b>(524,200)</b>	<b>(524,200)</b>
Transfer	-	-
Balance at 31 March 2022	<u>-</u>	<u>-</u>

	<b>General Funds £</b>	<b>Total £</b>
<b>Unrestricted funds - prior year</b>		
Balance at 1 April 2020	-	-
Income	<b>475,036</b>	<b>475,036</b>
Expenditure	<b>(475,036)</b>	<b>(475,036)</b>
Transfer	-	-
Balance at 31 March 2021	<u>-</u>	<u>-</u>

	Squirrel Fund	Café Fund	Chantry Cottage	Cobnar Cottage	Pocket Park	Land & Buildings	Assets under construction	Council Dwellings	Total Funds
<b>14. Restricted funds</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Balance at 1 April 2021	127	1,088	157	10,545	1	2,234,434	-	240,000	2,486,352
Income		1		10			3,692		3,703
Expenditure and depreciation						(84,319)		(7,500)	(91,819)
Realised gain on disposal of fixed assets									-
Transfer							-		-
Transfer						3,692	(3,692)		-
Transfer to Designated Funds		(1)		(10)					(11)
Balance at 31 March 2022	<u>127</u>	<u>1,088</u>	<u>157</u>	<u>10,545</u>	<u>1</u>	<u>2,153,807</u>	<u>-</u>	<u>232,500</u>	<u>2,398,225</u>

**Squirrel Fund**

This fund comprises a donation made for the specific purpose of feeding squirrels.

**Café Fund**

The fund comprises a donation made for the specific purpose of providing toys for use in the Rose Garden Café.

**Cobnar Cottage**

This fund comprises of income received relating to the sale of Cobnar Cottage, Cobnar Road.

**Chantry Cottage**

This fund comprises of income received relating to a 125 year lease of land adjacent to Chantry Cottage, Norton Lane.

**Assets under Construction**

This fund relates to ongoing capital work for pathworks and installation of 2 cricket pitches which have been completed in year. The refurbishment of tennis courts and other improvements in the park are on-going.

**Land & Buildings**

This fund comprises a combination of various grants and donations made for the specific purpose of several capital projects including the Norton Lane Nursery, Rose Garden Café, the Sports Pavillion, the Cobnar Road Playground and the Inclusive Play area.

**Council Dwellings**

This fund comprises of revalued values of 2 residential properties: The Bungalow, Derbyshire Lane and the Lodge, Charles Ashmore Road.

**GRAVES PARK**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2022**

	Squirrel Fund	Café Fund	Chantry Cottage	Cobnar Cottage	Pocket Park	Land & Buildings	Assets under construction	Council Dwellings	Total Funds
<b>14. Restricted funds</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Balance at 1 April 2020	127	1,088	157	10,545	1	2,051,961	-	247,500	2,311,379
Income							261,144		261,144
Expenditure and depreciation						(78,671)		(7,500)	(86,171)
Realised gain on disposal of fixed assets									-
Transfer							-		-
Transfer						261,144	(261,144)		-
Transfer to Designated Funds									-
Balance at 31 March 2021	127	1,088	157	10,545	1	2,234,434	-	240,000	2,486,352

<b>15. Designated funds</b>	<b>2021/22</b>
	<b>£</b>
Balance at 1 April 2021	435
Transfer	11
Balance at 31 March 2022	<u>446</u>

Designated funds represent accumulated interest in the investments. The trustees have set this money aside for one-off projects in the future, rather than for ongoing running costs.

**16. Analysis of net assets between funds**

	Unrestricted funds £	Restricted funds £	Total funds £
Fixed asset investments	446	2,398,225	2,398,671
Current assets	1,050	-	1,050
Creditors due within one year	(1,050)	-	(1,050)
	<u>446</u>	<u>2,398,225</u>	<u>2,398,671</u>

**Analysis of net assets between funds - prior year**

	Unrestricted funds £	Restricted funds £	Total funds £
Fixed asset investments	435	2,486,352	2,486,787
Current assets	1,350	-	1,350
Creditors due within one year	(1,350)	-	(1,350)
	<u>435</u>	<u>2,486,352</u>	<u>2,486,787</u>

**17. Ultimate Controlling Party**

The ultimate controlling party is the sole trustee, Sheffield City Council.

**18. Related parties**

The charity has a very close relationship with Sheffield City Council who is the sole trustee and provides the balance of funding not provided elsewhere on an annual basis, to enable the charity to carry out its charitable objectives. The amount of funding provided by Sheffield City Council during the year is £178,112 (2021: £548,137) of which £3,692 was towards capital projects (2021 £261,144). At the year end £1,050 was owed by Sheffield City Council (2021: £1,350).

**19. Post balance sheet events**

The Rose Garden Café in Graves Park was closed on 27 July 2022 following a structural survey highlighting concerns about the building's structural stability. After some temporary structural repairs were carried out, it was reopened on 20th December 2022 to the public. An options appraisal concerning the current costs of permanently repairing the structure is due to be presented to the Charity Trustees Sub-committee on 21st March 2023.

No adjustment has been made to the asset value in the accounts due to the uncertainty over the works that need to be carried out.

More information can be found out about this through the Sheffield City Council web page:

<https://www.sheffield.gov.uk/parks-sport-recreation/rose-garden-cafe-closure>

The Café building has a net book value on the fixed asset register of £143,375 as of 31<sup>st</sup> March 2022.

**GRAVES PARK**

England & Wales - Charity number 510841

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# Accounts

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**GRAVES PARK  
TRUSTEES' REPORT AND FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2021**

**REGISTERED CHARITY NUMBER 510841**

## **GRAVES PARK**

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**GRAVES PARK  
REFERENCE AND ADMINISTRATIVE DETAILS**

**CHARITY NO:** 510841

**TRUSTEES**

Sheffield City Council is the sole trustee of the charity, acting through the Cabinet of the Council

**Cabinet Members**

Councillor Jayne Dunn  
Councillor Terry Fox (Chair)  
Councillor Julie Grocutt  
Councillor Mazher Iqbal  
Councillor Douglas Johnson  
Councillor George Lindars-Hammond  
Councillor Cate McDonald  
Councillor Alison Teal  
Councillor Paul Turpin  
Councillor Paul Wood

**PRINCIPAL ADDRESS**

Sheffield City Council  
Parks and Countryside  
Moorfoot  
Level 3 West wing  
Sheffield  
S1 4PL

**INDEPENDENT EXAMINER**

Melvin Bailey FCCA DChA  
for and on behalf of Rogers Spencer  
Chartered Accountants  
Newstead House  
Pelham Road  
Nottingham  
NG5 1AP

## **GRAVES PARK TRUSTEES' REPORT YEAR ENDED 31 MARCH 2021**

The trustees present their report together with the financial statements of the charity for the year ended 31 March 2021. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and the requirements of the Statement of Recommended Practice, 'Accounting and Reporting by Charities' Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective on 1 January 2019 (Updated second edition – October 19).

### **DESCRIPTION OF CHARITY'S TRUSTS AND OBJECTS**

The governing document is a scheme dated 12 March 2009. The Park is held on trust for the recreation of the public as public walks or pleasure grounds or as an open space within the meaning of the Open Space Act 1906.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Graves Park is a charity. The sole trustee is Sheffield City Council. Decisions in respect of the charity are made on behalf of the City Council as trustee in accordance with delegation by the Leader of the Council through her Scheme of Delegation: Cabinet takes decisions on matters of policy and on disposals of charitable land; the Director of Policy, Performance and Communications, in consultation with the Director of Legal and Governance, makes other decisions.

Management of Graves Park is the responsibility of the Council's Parks and Countryside Service. Management and administrative decisions which are not decisions of the Council as trustee may be made, in accordance with the Leader's Scheme of Delegation, by the Executive Director of the Place portfolio, the Director of Culture and Environment or the Head of Parks and Countryside.

The Service Manager, Parks and Public Realm, is responsible for the day to day management of the park.

### **PUBLIC BENEFIT**

The Trustees have complied with the duty in Section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission. Details of how the charity has carried out its activities for the public benefit are given in the section below.

### **OBJECTIVES AND ACTIVITIES**

The object of the charity is the provision and maintenance of a park and recreation ground for use by the public with the object of improving their conditions of life. Graves Park is classified as a city park and a major visitor attraction with bowling greens, tennis courts, pitch and putt golf, cricket, football and a popular animal farm.

The charity operates for the benefit of the inhabitants of Sheffield without distinction of sex, race or political, religious or other opinions in a common effort to advance education, health and wellbeing and to provide facilities for recreation and other leisure time occupation with the object of improving the health and condition of life of the said inhabitants and, particularly of those who have need of such facilities by reason of their youth, age, infirmity or disablement, poverty or social and economic circumstances.

## **GRAVES PARK TRUSTEES' REPORT YEAR ENDED 31 MARCH 2021**

### **OBJECTIVES AND ACTIVITIES continued**

The object of the charity is met by the following on-going activities:

- Provision of a well-maintained, safe and welcoming environment for casual recreation.
- Provision of sports facilities for both formal and informal use by residents from across the city.
- Provision of visitor services including Café.
- Provision of a farm as a visitor attraction and educational resource.

The charity has sought to utilise its financial resources including grant funding from Sheffield City Council and other fund-raising activities to provide a high quality recreational site for the benefit of the residents of the city of Sheffield.

Graves Park and Graves Park Animal Farm's annual assessment against the Green Flag criteria was carried out to determine current level of standard and to identify and implement incremental improvements.

Concessions in the park continue to run such as the land train, inflatable attractions and this year a Christmas tree sales concession over at the Charles Ashmore side of the park.

Due to continued reduction in public finances and the consequential pressure on local authority budgets, the charity continues to review its fundraising activities to ensure improved security of, and increase in, financial resources available for its ongoing charitable activities.

### **ACHIEVEMENTS AND PERFORMANCE**

The importance of Graves Park, as a free to all city park, to the lives of many people, both local to the park and across Sheffield is more critical now, following years of austerity, cuts in public funding and increasing community need. We continue to provide an increasing variety of facilities for people of all ages and backgrounds, supported by an extensive events programme throughout the year.

In 2016, a derelict cottage within the Graves Park boundary was sold for refurbishment and the sale proceeds, £150,000, are being reinvested back in to the park to improve facilities. This income has, or will, contribute to:

- New field shelters for the Animal Farm.
- Footpaths in park resurfaced.
- New public toilets.
- Contribution towards refurbished tennis courts.
- Installation of two artificial cricket wickets.

## **GRAVES PARK TRUSTEES' REPORT YEAR ENDED 31 MARCH 2021**

### **ACHIEVEMENTS AND PERFORMANCE continued**

Most activities and achievements at the park during 20/21 were curtailed as a result of the Covid 19 pandemic. SCC acted in accordance with government regulations and guidelines resulting in significant periods of lockdown where access to the park was limited to essential work only.

The charity's continued investment in park facilities and the provision of events and other visitor services ensures that the site remains a well-maintained, safe and welcoming environment for informal and formal recreation, and encourages increased use by the residents of the city, contributing to their health and well-being.

### **GROUPS WITH INTEREST IN THE PARK**

There is an active friends group The Friends of Graves Park, and the newly formed, Friends of Woodseats Playground who are working jointly with the Council to raise funding to carry out improvements specifically to the play facilities at the bottom of the park.

There was a weekly weekend 5km Park Run and Junior Park Run which attracted up to 200 runners per week. This will continue when Covid 19 regulations allow.

### **EVENTS**

No events took place during 20/21 due to the Pandemic. These will return as soon as regulations allow.

### **Future Plans**

We will continue to upgrade the Animal Farm providing new security measures along with better welfare facilities for both staff and animals.

We will also:

- Replace litter / dog bins.
- Develop improvement program for path resurfacing in the park.
- Work in partnership with the two Friends group to enhance facilities within the park.
- Schedule wholesale shrub bed renovation /enhancement throughout the park.
- Look to enhance the lakes within the park.
- Continue to improve animal enclosures at the Animal Farm to enhance both animal welfare and visitor experience.

**GRAVES PARK  
TRUSTEES' REPORT  
YEAR ENDED 31 MARCH 2021**

**FINANCIAL REVIEW AND FUNDING**

The restricted fund had net income of £174,973 (2020: net expenditure of £62,928) comprising grants received of £261,144 from Sheffield City Council (2020: (£18,838)). Interest received of £nil (2020: £215), less depreciation of £86,171 (2020: £81,981).

Unrestricted funds had net income of £nil (2020: £48). The income from charitable activities was £177,231 (2020: £247,821), donations and gifts were £10,812 (2020: £6,352), revenue grants were £nil (2020: £3,960) and interest received of £nil with resources expended of £475,036 (2020: £501,000). The deficit was funded by the grant from Sheffield City Council of £286,993 (2020: £242,867).

At 31 March 2021 the charity had total funds of £2,486,787 (2020: £2,311,814).

**RESERVES POLICY**

As the charity is managed and funded by the Council no specific charity reserves are deemed to be necessary, except for those reserves represented by fixed assets.

Annual revenue expenditure is generally greater than income and the variance is born by the Council and not carried forward into the next financial year.

This charity has specific monies invested in the Council's internal investment fund. Interest is received half yearly on the monies invested. These investments form the restricted funds and any interest is used in line with the restrictions on the funds.

During 20/21 there was zero interest receivable on the Sheffield City Council Internal Investment Fund.

**RISK MANAGEMENT**

The charity is dependent for its day-to-day management upon Sheffield City Council. It is therefore considered expedient and cost effective for the charity to adopt the Council's risk management policy and strategy, which it considers is a crucial part of the service planning process in highlighting key risks and how they affect the Council's ability to deliver its service and how they will be managed. The Council has incorporated a formal approach to risk management in its day-to-day operations and has developed a toolkit to allow managers to identify risk, which would prevent them from achieving their objectives and to provide information and guidance on how these risks can be managed. The Council operates an Internal Insurance Account covering a variety of risks.

**GRAVES PARK  
TRUSTEES' REPORT  
YEAR ENDED 31 MARCH 2021**

**Trustees' responsibilities statement**

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper 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 trust deed. 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.

**TRUSTEES**

The trustees of the charity who served during the year and up to the date of this report are given on page 1.

**Approved by the trustees and signed on their behalf by:**



Councillor Alison Teal  
Executive Member for Sustainable Neighbourhoods, Wellbeing, Parks and  
Leisure.

24/03/22

Date: .....

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF Trustees of Graves Park

I report to the trustees on my examination of the financial statements of the charity for the year ended 31 March 2021.

#### Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.



Melvin Bailey FCCA DChA  
for and on behalf of Rogers Spencer  
Chartered Accountants  
Newstead House  
Pelham Road  
Nottingham  
NG5 1AP

Dated: 20/4/22

**GRAVES PARK  
STATEMENT OF FINANCIAL ACTIVITIES  
YEAR ENDED 31 MARCH 2021**

	Note	Unrestricted 2020/21 £	Restricted 2020/21 £	Total 2020/21 £	Total 2019/20 £
<b>Income and endowments from:</b>					
Donations and legacies	2	297,805	261,144	558,949	272,017
Charitable activities	3	177,231	-	177,231	247,821
Investments	10	-	-	-	215
<b>Total</b>		<b>475,036</b>	<b>261,144</b>	<b>736,180</b>	<b>520,053</b>
<b>Expenditure on:</b>					
Raising funds	4	-	-	-	14,615
Charitable activities	5	475,036	86,171	561,207	568,366
<b>Total</b>		<b>475,036</b>	<b>86,171</b>	<b>561,207</b>	<b>582,981</b>
<b>Net income/(expenditure)</b>		<b>-</b>	<b>174,973</b>	<b>174,973</b>	<b>(62,928)</b>
<b>Transfer between funds</b>				<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>-</b>	<b>174,973</b>	<b>174,973</b>	<b>(62,928)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		435	2,311,379	2,311,814	2,374,742
<b>Total funds carried forward</b>		<b>435</b>	<b>2,486,352</b>	<b>2,486,787</b>	<b>2,311,814</b>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derives from continuing activities.

**GRAVES PARK  
STATEMENT OF FINANCIAL ACTIVITIES  
YEAR ENDED 31 MARCH 2020**

	Note	Unrestricted 2019/20 £	Restricted 2019/20 £	Total 2019/20 £	Total 2018/19 £
<b>Income and endowments from:</b>					
Donations and legacies	2	253,179	18,838	272,017	197,865
Charitable activities	3	247,821	-	247,821	281,222
Investments	10	48	167	215	378
<b>Total</b>		<b>501,048</b>	<b>19,005</b>	<b>520,053</b>	<b>479,465</b>
<b>Expenditure on:</b>					
Raising funds	4	14,615	-	14,615	11,981
Charitable activities	5	486,385	81,981	568,366	537,239
<b>Total</b>		<b>501,000</b>	<b>81,981</b>	<b>582,981</b>	<b>549,220</b>
<b>Net income/(expenditure)</b>		<b>48</b>	<b>(62,976)</b>	<b>(62,928)</b>	<b>(69,755)</b>
<b>Transfer between funds</b>				<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>48</b>	<b>(62,976)</b>	<b>(62,928)</b>	<b>(69,755)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		387	2,374,355	2,374,742	2,444,497
<b>Total funds carried forward</b>		<b>435</b>	<b>2,311,379</b>	<b>2,311,814</b>	<b>2,374,742</b>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derives from continuing activities.

**GRAVES PARK  
BALANCE SHEET  
AS AT 31 MARCH 2021**

	Note	Unrestricted 2020/21 £	Restricted 2020/21 £	Total 2020/21 £	Total 2019/20 £
<b>Fixed assets</b>					
Tangible fixed assets	9	-	2,474,434	2,474,434	2,299,461
Investments	10	435	11,918	12,353	12,353
		<u>435</u>	<u>2,486,352</u>	<u>2,486,787</u>	<u>2,311,814</u>
<b>Current assets</b>					
Debtors	11	1,350		1,350	10,350
<b>Liabilities</b>					
Creditors falling due within one year	12	(1,350)		(1,350)	(10,350)
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net current assets</b>					
		<u>435</u>	<u>2,486,352</u>	<u>2,486,787</u>	<u>2,311,814</u>
<b>The funds of the charity</b>					
Unrestricted income funds	13	-	-	-	-
Designated funds	15	435		435	435
Restricted income funds	14	-	2,486,352	2,486,352	2,311,379
		<u>435</u>	<u>2,486,352</u>	<u>2,486,787</u>	<u>2,311,814</u>

24/03/22

Approved by the Board of Trustees on ..... and signed on its behalf by



Councillor Alison Teal  
Executive Member for Sustainable Neighbourhoods, Wellbeing, Parks and Leisure

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2021**

**1. Accounting Policies**

Graves Park is a registered charity in England. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are for the recreation of the public as public walks or pleasure grounds or as an open space.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective on 1 January 2019 (Updated second edition – October 19), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The principal accounting policies adopted in the preparation of the financial statements are as follows:

**1.1 Fixed assets**

Graves Park is classified as a Community Asset. The trustees policy is to value Community Assets at £Nil.

Land and buildings have been valued at their deemed cost at the date of transition to SORP (FRS 102).

Other Plant and Equipment are carried at cost.

Expenditure on fixed assets is capitalised, provided that the fixed asset yields benefit to the charity and the services it provides are for a period of more than one year.

Assets have been reviewed for any impairment loss in respect of consumption of economic benefit.

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2021**

**1.2 Depreciation**

Depreciation is provided on fixed assets at rates calculated to write off the cost of the assets over their expected useful lives as follows:

- Land and previously revalued buildings are not depreciated.
- Park buildings have been depreciated on a straight line basis over 10, 15 or 40 years, commencing on the transfer from assets under construction.
- Plant, furniture and equipment have been depreciated on a straight line basis over 10 years.
- Depreciation is not provided on assets under construction.

**1.3 Investments**

Fund balances are invested internally with Sheffield City Council. Investments are held at market value.

**1.4 Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors or which have been raised by the charity for particular purposes. The aim and use of each restricted fund is set out in the notes to the financial statements.

Endowment funds represent those assets which must be held permanently by the charity, principally investments. Income arising on the endowment fund can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of the fund.

**1.5 Income**

Income from donations and grants, including capital grants, is included in income when it is probable that the income will be received, and is allocated to the appropriate fund.

Investment income is included when receivable.

Rental, events, activity and similar income is included when the event or function has taken place.

The cost of running the park is funded by Sheffield City Council. Annual revenue expenditure is generally greater than income and any variance is borne by the Council by way of a grant to the charity.

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2021**

**1.6 Expenditure**

Expenditure is included in the Statement of Financial Activities on an accruals basis, net of any VAT, which can be recovered as Sheffield City Council is the sole trustee and therefore has special status under s33 VAT Act 1994.

The main exception to this treatment is payments for such items as gas and electricity are charged at the date of the meter reading rather than being apportioned between years. This policy is applied consistently each year.

Expenditure has been allocated to the activities to which it is directly attributable.

**Cost of raising funds**

The cost of generating any external funding, such as grant applications and events, is attributable to the time of Sheffield City Council officers who work on a range of projects including the charity. As such it is not possible to accurately apportion the cost of this to the charity so no charge is included in the accounts.

**Charitable activities**

Charitable activities are set out within the charitable deeds and represent the costs associated with the running and maintenance of the park.

**Governance costs**

Independent examination costs and finance officer costs are charged to the charity. The Council currently absorbs the cost of other officers' time. This policy is kept under review.

**Staff costs**

The staff who work for the charity are employed by Sheffield City Council, and are subject to the terms and conditions of that organisation. The costs of such staff are recharged to the charity. Full disclosure of the relevant staff costs and numbers is provided in the notes to these financial statements.

**Pensions**

City Council employees may participate in the Local Government Superannuation Scheme, which provides members with defined benefits related to pay and service. The City Council makes payments for this group of employees to the South Yorkshire Pensions Authority, which administers pension arrangements on behalf of Sheffield City Council and the other local authorities in the South Yorkshire area. The City Council bears any deficit or surplus on the scheme and does not charge this to the charity.

**1.7 Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2021**

**1.8 Financial instruments**

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**1.9 Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2021**

**2. Donations and legacies**

<b>2.a Donations and gifts</b>	<b>2020/21 £</b>	<b>2019/20 £</b>
Unrestricted:		
General (Animal Park)	6,682	6,005
Friends of Group	<u>4,130</u>	<u>347</u>
	<b>10,812</b>	<b>6,352</b>
<b>2.b Grants</b>		
Unrestricted:		
Countryside Agency	-	3,960
Sheffield City Council - revenue	<u>286,993</u>	<u>242,867</u>
	<b>286,993</b>	<b>246,827</b>
Restricted:		
Sheffield City Council	261,144	18,838
Lawn Tennis Association	-	-
Chantry cottage Pocket Park	-	-
	<u>261,144</u>	<u>18,838</u>
	<b>558,949</b>	<b>272,017</b>

If expenditure is greater than income the variance is borne by Sheffield City Council and not brought forward into the next financial year.

<b>3. Income from charitable activities</b>	<b>2020/21 £</b>	<b>2019/20 £</b>
Unrestricted:		
Outdoor sports	1,146	3,219
Bowls	-	2,747
Mini Golf	-	14,239
Tennis	-	-
Events	-	21,594
Miscellaneous	5,186	5,424
Reimbursement of legal fees	-	-
Rents	109,377	82,948
Animal Park income (excl donations and sponsors)	8,610	65,382
Car parking income	<u>52,912</u>	<u>52,268</u>
	<b>177,231</b>	<b>247,821</b>

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2021**

<b>4. Analysis of expenditure on raising funds</b>	<b>2020/21</b>	<b>2019/20</b>
	<b>£</b>	<b>£</b>
Unrestricted:		
Events	-	<u>14,615</u>
	<u>-</u>	<u>14,615</u>

<b>5. Analysis of expenditure on charitable activities</b>	<b>Park Operation Costs</b>	<b>Animal Park Costs</b>	<b>Total 2020/21</b>	<b>Total 2019/20</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Unrestricted:				
Employees	135,255	142,993	278,248	289,184
Rangers	-		-	438
Repairs and maintenance	21,251	3,753	25,004	21,562
Grounds maintenance	39,701		39,701	39,701
Tree work	11,225	1,050	12,275	9,280
Playground refurbishment and maintenance	5,041		5,041	8,138
Electricity	1,673	3,635	5,308	6,615
Gas	1,615		1,615	1,199
Water and sewage	4,225	1,371	5,596	15,204
Telephones	104	3,088	3,192	165
Supplies and services	13,593	82,786	96,379	87,551
Transport	-	-	-	438
Legal fees	28	-	28	4,330
Governance costs	<u>2,649</u>		<u>2,649</u>	<u>2,580</u>
	<b>236,360</b>	<b>238,676</b>	<b>475,036</b>	<b>- 486,385</b>
Restricted:				
Supplies and services (Restricted)	-	-	-	-
Depreciation	<u>85,239</u>	<u>932</u>	<u>86,171</u>	<u>81,981</u>
	<b>321,599</b>	<b>239,608</b>	<b>561,207</b>	<b>568,366</b>

<b>6. Governance costs</b>	<b>2020/21</b>	<b>2019/20</b>
	<b>£</b>	<b>£</b>
Managing and administration:		
Independent examination fees	1,350	1,350
Finance office costs	<u>1,299</u>	<u>1,230</u>
	<u><b>2,649</b></u>	<u><b>2,580</b></u>

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2021**

7. Staff costs and trustees' remuneration	2020/21 £	2019/20 £
Salaries	213,574	212,420
Social security costs	18,522	19,231
Pension	39,166	36,557
Other	<u>6,986</u>	<u>20,976</u>
	<u><b>278,248</b></u>	<u><b>289,184</b></u>

Staff costs in 2021/21 comprise of Operations £135,255 (2020: £115,671) and Animal Park £142,993 (2020: £173,513).

No employee received remuneration of over £60,000 during the year (2020 - None).

Trustees received no remuneration (2020 - £Nil) and were not reimbursed for any of their expenses during the year.

8. Staff numbers	2020/21 Number	2019/20 Number
The average number of employees during the year was	<u>10</u>	<u>9</u>

9. Fixed assets	Assets under Construction	Land & buildings	Norton Lane Nurseries	Council dwellings	Equipment & Infrastructure	Total
<b>At cost</b>		£	£	£	£	£
At 1 April 2020	-	2,120,909	465,039	300,000	46,343	2,932,291
Additions	261,144		-	-	-	261,144
Transfers	(261,144)	261,144	-	-	-	-
At 31 March 2021	<u>-</u>	<u>2,382,053</u>	<u>465,039</u>	<u>300,000</u>	<u>46,343</u>	<u>3,193,435</u>
<b>Accumulated depreciation</b>						
At 1 April 2020	-	347,766	186,221	52,500	46,343	632,830
Charge in the year	-	52,068	26,603	7,500	-	86,171
At 31 March 2021	<u>-</u>	<u>399,834</u>	<u>212,824</u>	<u>60,000</u>	<u>46,343</u>	<u>719,001</u>
<b>Net book value</b>						
At 31 March 2021	<u>-</u>	<u>1,982,219</u>	<u>252,215</u>	<u>240,000</u>	<u>-</u>	<u>2,474,434</u>
At 31 March 2020	<u>-</u>	<u>1,773,143</u>	<u>278,818</u>	<u>247,500</u>	<u>-</u>	<u>2,299,461</u>

Norton Lane Nurseries, Council Dwellings and various land and buildings are included at deemed cost as permitted on transition to SORP (FRS102) based on a valuation in 2012/13 by the Asset Partnership Services team of Kier who are MRICS qualified.

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2021**

**10. Investments**

	2020/21
At market value	£
At 1 April 2020	12,353
Income	-
Interest received	-
Draw down	-
At 31 March 2021	<u>12,353</u>

The charity funds are invested in Sheffield City Council's Consolidated Loans Funds (interest paid half yearly). Market value is the same as historical cost.

**11. Debtors**

	2020/21	2019/20
	£	£
Amounts due from Sheffield City Council	1,350	1,350
Trade Debtor	-	9,000
	<u>1,350</u>	<u>10,350</u>

**12. Creditors: amounts falling due within one year**

	2020/21	2019/20
	£	£
Independent examination fees	1,350	1,350
Deferred income	-	9,000
	<u>1,350</u>	<u>10,350</u>

**13. Unrestricted funds**

	General Funds	Total
		£
Balance at 1 April 2020	-	-
Income	475,036	475,036
Expenditure	(475,036)	(475,036)
Transfer	-	-
Balance at 31 March 2021	<u>-</u>	<u>-</u>

**Unrestricted funds - prior year**

	General Funds	Total
	£	£
Balance at 1 April 2019	-	-
Income	501,048	501,048
Expenditure	(501,000)	(501,000)
Transfer	(48)	(48)
Balance at 31 March 2020	<u>-</u>	<u>-</u>

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2021**

	Squirrel Fund £	Café Fund £	Chantry Cottage £	Cobnar Cottage £	Pocket Park £	Land & Buildings £	Assets under construction £	Council Dwellings £	Total Funds £
<b>14. Restricted funds</b>									
Balance at 1 April 2020	127	1,088	157	10,545	1	2,051,961	-	247,500	2,311,379
Income							261,144		261,144
Expenditure and depreciation						(78,671)		(7,500)	(86,171)
Realised gain on disposal of fixed assets									-
Transfer							-		-
Transfer Transfer to Designated Funds						261,144	(261,144)		-
Balance at 31 March 2021	127	1,088	157	10,545	1	2,234,434	-	240,000	2,486,352

**Squirrel Fund**

This fund comprises a donation made for the specific purpose of feeding squirrels.

**Café Fund**

The fund comprises a donation made for the specific purpose of providing toys for use in the Rose Garden Café.

**Cobnar Cottage**

This fund comprises of income received relating to the sale of Cobnar Cottage, Cobnar Road.

**Chantry Cottage**

This fund comprises of income received relating to a 125 year lease of land adjacent to Chantry Cottage, Norton Lane.

**Assets under Construction**

This fund relates to ongoing capital work for pathworks and installation of 2 cricket pitches which have been completed in year. The refurbishment of tennis courts and other improvements in the park are on-going.

**Land & Buildings**

This fund comprises a combination of various grants and donations made for the specific purpose of several capital projects including the Norton Lane Nursery, Rose Garden Café, the Sports Pavilion, the Cobnar Road Playground and the Inclusive Play area. In particular this year considerable work on high security animal fencing at the Animal Farm and Park resurfacing.

**Council Dwellings**

This fund comprises of revalued values of 2 residential properties: The Bungalow, Derbyshire Lane and the Lodge, Charles Ashmore Road.

**GRAVES PARK  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2021**

	Squirrel Fund	Café Fund	Chantry Cottage	Cobnar Cottage	Pocket Park	Land & Buildings	Assets under construction	Council Dwellings	Total Funds
Restricted funds - prior year	£	£	£	£	£	£	£	£	£
Balance at 1 April 2019	127	1,088	7,285	17,545	14,752	2,078,558	-	255,000	2,374,355
Income	1	7	40	94	73		18,838		19,053
Expenditure and depreciation						(74,481)		(7,500)	(81,981)
Realised gain on disposal of fixed assets									-
Transfer			(7,128)	(7,094)	(14,824)		29,046		-
Transfer						47,884	(47,884)		-
Transfer to Designated Funds	(1)	(7)	(40)						(48)
Balance at 31 March 2020	127	1,088	157	10,545	1	2,051,961	-	247,500	2,311,379

**15. Designated funds**

	<b>2020/21</b>
	<b>£</b>
Balance at 1 April 2020	<b>435</b>
Transfer	-
Balance at 31 March 2021	<b>435</b>

Designated funds represent accumulated interest in the investments. The trustees have set this money aside for one-off projects in the future, rather than for ongoing running costs.

**16. Analysis of net assets between funds**

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Fixed asset investments	435	2,486,352	2,486,787
Current assets	1,350	-	1,350
Creditors due within one year	(1,350)	-	(1,350)
	<b>435</b>	<b>2,486,352</b>	<b>2,486,787</b>

**Analysis of net assets between funds - prior year**

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Fixed asset investments	435	2,311,379	2,311,814
Current assets	10,350	-	10,350
Creditors due within one year	(10,350)	-	(10,350)
	<b>435</b>	<b>2,311,379</b>	<b>2,311,814</b>

**17. Ultimate Controlling Party**

The ultimate controlling party is the sole trustee, Sheffield City Council.

**18. Related parties**

The charity has a very close relationship with Sheffield City Council who is the sole trustee and provides the balance of funding not provided elsewhere on an annual basis, to enable the charity to carry out its charitable objectives. The amount of funding provided by Sheffield City Council during the year is £548,137 (2020: £261,705) of which £261,144 was towards capital projects (2020 £18,838). At the year end £1,350 was owed by Sheffield City Council (2020: £1,350).