



## Trustees' Annual Report for the period

From October 2019 To July 2020

Charity name: Frampton Cotterell Playing Field

Charity registration number: 301534

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Management through a trust of the public playing field at Beesmoor Road, Frampton Cotterell, for the physical and mental wellbeing and social benefit of the inhabitants of the Parish of Frampton Cotterell.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provision of a pavilion, playing field and playground for the benefit of local residents, sports and recreation clubs, such as football (juniors, seniors, veterans), exercise classes and regular or ad hoc village events (fetes, dog shows and so forth) and casual use by dog walkers, and families playing games.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees confirm that historically the referenced guidance has been reviewed at committee. This will be placed on the agenda for review again during this financial year

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	No such policy exists
Policy on social investment including program related investment	Para 1.38	No such policy exists
Contribution made by volunteers	Para 1.38	The Committee is staffed entirely by volunteers; no salaries are paid and no staff are employed
Other		n/a

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The year started with the completion of the new wooden play area, and management of grants to cover the final costs.</p> <p>Our other main expenditures have been the maintenance contract for the play area, and insurance.</p> <p>The new equipment has proved very popular with children and is seen as an asset by the community.</p> <p>In Spring 2020 Covid initially limited use of the playing field by sports groups and clubs, and this severely limited our ability to generate income or plan future projects.</p> <p>However the Playing Field became a place for people to exercise and get fresh air once allowed to do so under Covid regulations.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>This was intended to be a period of reflection, ready to plan the next big project.</p> <p>This coincided with the lack of income due to Covid.</p> <p>However we have kept the Playing Field running smoothly and open as a benefit to local people.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>Covid limited our fund raising ability – for example we could not hold a big picnic which in the past has raised funds.</p>
Investment performance against objectives	Para 1.41	<p>No investment of funds activity is undertaken</p>
Other		n/a

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The impact of Covid on group sport activities (especially football) and fund raising events like the big picnic, have meant we have not been able to fund raise as much as we would have liked.</p> <p>This means we have ended the year on a loss of just over £400.</p> <p>However we have funds in our account and are looking forward to resuming activities and enhancements to the Playing Field in the next financial year.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Committee holds all cash at hand as reserves, as this amount is never substantial enough to invest. Reserves are usually less than £5k, and are held against ongoing maintenance of the pavilion and grounds, annual costs such as insurance, utility bills and general repairs.
Amount of reserves held	Para 1.22	Reserves at the end of the year total approx. £2,500 in cash and approx. £475 in unspent grants. This is deemed a reasonable balance given varying monthly costs and the need to keep reserves for maintenance and repairs etc.
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>Frampton Cotterell Parish Council grants</p> <p>South Gloucestershire council grant</p> <p>Donations</p> <p>Fees paid to use the playing field for sports and recreation</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	There is no investment policy other than the ongoing maintenance and upgrading of existing facilities. Following the completion of the playground redevelopment, future plans will be put in place for further improvements to facilities.
A description of the principal risks facing the charity	Para 1.46	1) Covid has limited our regular income from sports groups and fund raising events. This is ongoing, but hopefully

		<p>will resolve itself.</p> <ul style="list-style-type: none"><li>2) Fundraising activities cease – these are dependent on Committee volunteers and their time and effort</li><li>3) Difficulties in recruiting volunteers to the Committee</li></ul>
Other		n/a

## Structure, Governance and Management

Description of charity's trusts:		Conveyance and Trust deed document, dating from 1950
Type of governing document (trust deed, royal charter)	Para 1.25	Trust deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Annual election to post through agreement at Annual General Meeting of the Committee

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	n/a
The charity's organisational structure and any wider network with which the charity works	Para 1.51	n/a
Relationship with any related parties	Para 1.51	n/a
Other		n/a

### Reference and Administrative details

Charity name	Frampton Cotterell Playing Fields Committee
Other name the charity uses	n/a
Registered charity number	301534
Charity's principal address	The Pavilion Beesmoor Road Playing Field Beesmoor Road Bristol BS36 2JN



**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Richard Drew	Chairman		Committee AGM
2	Richard Cooke	Treasurer		Committee AGM
3	Kate Colechin	Fundraiser		Committee AGM
4	Michelle Dickson	Secretary	March '19 - on	Committee AGM
5	Edwina Pennell			Committee AGM
6	John Heliker			Committee AGM
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**Corporate trustees – names of the directors at the date the report was approved**

<b>Director name</b>		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a
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## Other optional information


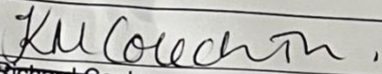
n/a
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# Declarations

## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Richard Drew	<del>Richard Cooke</del> KATE COLEMAN
Position (eg Secretary, Chair, etc)	Chair	TRUSTEE

Date

## P&L October 2019 - July 2020

As of 31st July 2020

	YtD										
	10/19	11/19	12/19	01/20	02/20	03/20	04/20	05/20	06/20	07/20	TOTAL
<b>INCOME</b>											
<b>Grants / Donations</b>	10,830	0	18,063	0	0	3,750	0	0	0	0	<b>32,643</b>
<b>FAFC Rent</b>	0	0	85	0	0	85	0	0	0	0	<b>170</b>
<b>FRFC U8s pitch rental</b>	250	0	0	0	0	0	0	0	0	0	<b>250</b>
<b>Other pitch rental</b>	0	0	0	0	0	0	0	0	30	120	<b>150</b>
<b>Non-Football Rental</b>	440	0	0	0	0	105	0	0	0	0	<b>545</b>
<b>Other Income</b>	0	0	105	105	0	774	0	0	0	0	<b>984</b>
<b>EXPENDITURE</b>											
<b>Electricity</b>	68	68	68	68	68	68	20	20	20	20	<b>490</b>
<b>Water</b>	0	0	58	0	0	0	0	62	0	0	<b>119</b>
<b>Insurance</b>	0	0	0	0	0	1,163	0	0	0	37	<b>1,200</b>
<b>Park Maintenance</b>	96	0	0	0	0	0	0	0	0	584	<b>680</b>
<b>Repairs</b>	480	0	0	0	0	0	0	0	0	0	<b>480</b>
<b>Waste Management</b>	0	0	0	0	0	0	0	0	0	0	<b>0</b>
<b>Other Expenditure</b>	9,180	0	0	23,006	0	0	0	0	0	0	<b>32,186</b>
<b>TOTAL INCOME</b>	<b>11,520</b>	<b>0</b>	<b>18,253</b>	<b>105</b>	<b>0</b>	<b>4,714</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>120</b>	<b>34,742</b>
<b>TOTAL EXPENDITURE</b>	<b>9,824</b>	<b>68</b>	<b>126</b>	<b>23,074</b>	<b>68</b>	<b>1,231</b>	<b>20</b>	<b>82</b>	<b>20</b>	<b>641</b>	<b>35,155</b>
<b>NET PROFIT/LOSS</b>	1,696	-68	18,127	-22,969	-68	3,483	-20	-82	10	-521	<b>-413</b>

**Financial report for Frampton Cotterell Playing Field Management Committee for period 1st October to 30th July 2020**

**Income**

Grants / Donations	£32,643.1
FAFC Rent	£170.0
Other Pitch Rental	£400.0
Non Football Rental	£545.0
Bank Interest	£0.0
Other Income	£984.2

**Total Income** **£34,742.2**

**Expenditure**

Electricity	£490.5
Water	£119.5
Insurance	£1,200.2
Park Maintenance	£679.8
Repairs	£480.0
Waste Management	£0.0
Other Expenditure	£32,185.5

**Total Expenditure** **£35,155.5**

**Net P&L** **-£413.2**

**Balances**

Funds carried forward from last period	<b>£3,453.3</b>
Funds received	<b>£34,742.2</b>
Funds spent	<b>£35,155.5</b>

**Current balance** **£3,040.1**

*Of which:*

Grant funds held	<b>£2,566.8</b>
General funds held	<b>£473.3</b>

**Total** **£3,040.1**

Check total	£3,040.1
Delta	<b>£0.0</b>

**Notes to accounts**





**Independent Examiner's Report**

**Report to the trustees/members of Frampton Cotterell Playing Fields Committee**

**On the accounts for the period ended 30 July 2020 Charity No. 301534**

**Respective responsibilities of trustees and examiner** The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act,
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- To state whether particular matters have come to my attention.

**Basis of Independent examiner's statement**

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirement of the Charities Act have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed AMarshall Date 14 February 2022

Name MISS ALISON MARSHALL

Relevant professional qualifications or body ACCA

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