

**FILBY PLAYING FIELD
ACCOUNTS FOR THE YEAR ENDED
31 DECEMBER 2020**

FILBY PLAYING FIELD

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Charity information

Charity registration no: 303949

Location of principal activity:-

Filby Village Hall
Main Road
Filby
Great Yarmouth
NR29 3HN

Trustees

Mr A Thompson – Chairman	Mr M Gibson
Mr D Nicker	Mrs J Thompson
Mr R Stanton	Mr D Harrod
Mr J Gaze	Ms S Webb
Mr J Baldry	Mr S Elderkin
Mr P Hudson	Mr M Hammond
Mrs P Harrison – Health and Safety Officer	Mr P Sessions
Mrs J Baldry – Secretary	Mrs S Chase
Mr D Evans	Mr E Franklin
Mr R Morris – Treasurer	
Mrs J Franklin	

Accountants

Hines Harvey Woods Limited
Queens Head House
The Street
Acle
Norwich
NR13 3DY

Bankers

Lloyds TSB Bank Plc
44 Market Place
Great Yarmouth
NR30 1PA

**FILBY PLAYING FIELD
TRUSTEES' REPORT
YEAR ENDED 31 DECEMBER 2020**

The Trustees submit their annual report and the financial statements for the year ended 31 December 2020.

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011. The charity has applied Update Bulletin 1 as published on 2 February 2016 and Update Bulletin 2 published on 5 October 2018.

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 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) (second edition effective 1 January 2019) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Objectives and activities

Objectives and aims

The objectives of the Charity are to provide a playing field for the inhabitants of the parish of Filby and its immediate vicinity. The recently built village hall and clubroom, which are also on the site, are available for use by local groups and individuals.

Significant activities

Last year we reported that we would be purchasing additional equipment for the children's playground. We are pleased to have bought 3 additional pieces and these were installed in time for them to be in use during the summer.

Our usual users provided a range of activities when they were able to, but these were significantly curtailed under the restrictions imposed due to the pandemic. We were unable to hold any special events such as the fete or fireworks display.

We are hopeful that as the national vaccination programme is completed and lockdown restrictions are removed, there will be a return to the usage levels and diversity of activities experienced in previous years.

Public benefit

The Trustees have had due regard to guidance issued by the Charity Commission in respect of public benefit and are satisfied that the charity meets the requirements set out.

Volunteers

In addition to the efforts of the Trustees, a number of local residents have willingly given their support to the Charity, for which the trustees are extremely grateful.

Financial review

Financial statements

The Balance Sheet and Statement of Financial Activities are set out on pages 6 and 7 of the financial statements

**FILBY PLAYING FIELD
TRUSTEES' REPORT
YEAR ENDED 31 DECEMBER 2020**

Result for the year

We, like most organisations, were severely impacted by the Covid-19 pandemic. At times we were required to be closed and we also experienced a considerable drop in usage during other periods due to the restrictions placed upon our potential hirers.

After February, we were unable to organise any of our normal fund-raising activities such as coffee mornings and jumble sales. As noted above, we could not hold the annual fete or fireworks events which typically raise a total of £5,000 to £10,000 between them. Our only continuing source of income throughout the year was the money raised from the recycling of glass and textiles.

Grants receivable for the year amounting to £13,086 helped to restrict our net outgoing resources for the year to only £10,014 (2019 – net incoming resources £2,735).

Financial position

The charity has total funds of £692,841 (2019 £702,855) of which £473,600 (2019 £473,600) are restricted. Although there are still significant uncertainties relating to the future as we recover from the effects of the Covid-19 pandemic, the Trustees are satisfied that there are adequate liquid resources available.

Reserves policy

The Trustees aim to keep reserves of a minimum of six months' expenditure to meet the day to day running expenses of the Charity. Further sums are then retained to build up reserves in order to be able to cover the periodic cost of major work on the maintenance and improvement of the buildings. They are satisfied that the charity has adequate funds for its current needs.

Donations received

The Trustees are very grateful to those who have generously donated funds during the year, including the following:-

Filby Parish Council	£2,000
Mr and Mrs Williams	£400

Plans for future periods

The difficulties brought about by Covid-19 have meant that the Trustees have not been able to consider any major projects. When we resume our normal activities, this will give us the chance to consider what can be done to provide additional resources for our users.

Changes in Trustees

It is with great sadness that we report the passing of Peter Chapman, a long serving trustee, on 15 June 2020.

**FILBY PLAYING FIELD
TRUSTEES' REPORT
YEAR ENDED 31 DECEMBER 2020**

Structure, governance and management

Governing document

The Charity was entered on the Register of Charities on 21 May 1963. The original governing document is a conveyance dated 24 January 1955. The constitution has been periodically updated since, with the most recent occasion being on 12 May 2011.

The Charity is unincorporated and is administered by a board of trustees, the current membership of which is set out on page 1. The Trustees have adopted written policies dealing with matters which they consider relevant to the Charity.

There are full Trustee meetings quarterly. The day to day running is dealt with by individual Trustees, depending upon the nature of the matter, and they will consult with fellow Trustees where relevant.

Recruitment, appointment and training of Trustees

Trustees shall be persons who through residence, occupation, employment or otherwise have special knowledge of the area of benefit or who are otherwise able, by virtue of their personal or professional qualifications, to make a contribution to the pursuit of the objects or management of the Charity.

Induction and training of Trustees

New Trustees are offered the opportunity of being mentored by a senior trustee for an initial period and are provided with copies of:-

- The Charity's governing documentation and policies
- The latest accounts
- Details of Charity Commission guidance notes CC3 – "The Essential Trustee"

In addition, trustees are encouraged to read Charity Commission and other newsletters and to maintain awareness of their duties and responsibilities.

Risk management

The Trustees acknowledge the Charity Commission's recommendations that they undertake a review of the major risks to which the Charity is exposed. This is carried out on an ongoing basis.

This report was approved by the board on 14 May 2021.

Mr R Morris

Trustee

INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF FILBY PLAYING FIELD

We report to the charity trustees on our examination of the accounts of the charity for the year ended 31 December 2020 which are set out on pages 6 to 11.

Responsibilities and basis of report

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

We report in respect of our examination of the charity's accounts carried out under section 145 of the Act and in carrying out our examination we have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiners' statement

We have completed our examination. We confirm that no material matters have come to our attention in connection with the examination giving us 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 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

We have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached except your attention is drawn to the fact that the Charity has prepared the accounts (financial statements) 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) 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 since been withdrawn.

We understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

**Hines Harvey Woods Ltd
Queens Head House
The Street
Acle
Norwich
NR13 3DY**

Date: 17 May 2021

**FILBY PLAYING FIELD
BALANCE SHEET
AS AT 31 DECEMBER 2020**

	<u>Note</u>	2020	2019
FIXED ASSETS			
Freehold property (at book value)	3	597,491	611,252
Equipment (at book value)	3	40,792	28,375
Plant (at book value)	3	<u>14,307</u>	<u>15,560</u>
		652,590	655,187
CURRENT ASSETS			
Debtors and prepayments		7,796	6,789
Balances at bank			
- Current		39,306	49,509
- Deposit		<u>42,355</u>	<u>41,452</u>
		89,457	97,750
LESS CURRENT LIABILITIES			
Creditors – amounts falling due within one year		<u>1,686</u>	<u>1,506</u>
NET CURRENT ASSETS		<u>87,771</u>	<u>96,244</u>
		740,361	751,431
Creditors – amounts falling due after one year			
Deferred income	4	<u>47,520</u>	<u>48,576</u>
		<u>£692,841</u>	<u>£702,855</u>
FUNDS			
Balance 1 January 2020		229,255	226,520
(Deficit) / Surplus for the year		(10,014)	2,735
		<u>219,241</u>	<u>229,255</u>
Restricted funds	5	<u>473,600</u>	<u>473,600</u>
		<u>£692,841</u>	<u>£702,855</u>

Approved by the Board of Trustees on 14 May 2021 and signed on its behalf by

Mr A D Thompson

Trustee

**FILBY PLAYING FIELD
STATEMENT OF FINANCIAL ACTIVITIES
AT 31 DECEMBER 2020**

	Unrestricted general fund	Restricted fund	2020 total funds	2019 total funds
	£	£	£	£
Income from:				
<i>Donations and Legacies</i>				
Donations	2,470	-	2,470	2,637
<i>Charitable Activities</i>				
Hire income	6,841	-	6,841	16,381
<i>Other Trading Activities</i>				
Event income	1,089	-	1,089	14,187
Bonus ball	1,092	-	1,092	1,275
Bingo	164	-	164	871
Bric-a-brac sales	2,444	-	2,444	4,765
Film club	102	-	102	1,053
Surplus on calendars	-	-	-	80
<i>Investments</i>				
Interest	902	-	902	836
<i>Other</i>				
Recycling	2,826	-	2,826	1,807
Sundry	737	-	737	287
Covid-19 grants	13,086	-	13,086	-
Deferred income	1,056	-	1,056	1,056
Total	32,809	-	32,809	45,235

Income totalled £45,235 in 2019 and was all unrestricted.

Expenditure on:

<i>Raising Funds</i>				
Event expenses	1,107	-	1,107	6,558
Hire expenses	14,344	-	14,344	8,567
Broadband	730	-	730	845
Insurance	3,966	-	3,966	4,262
Depreciation of freehold property	13,761	-	13,761	13,761
Depreciation of equipment	6,123	-	6,123	5,327
Depreciation of plant	1,253	-	1,253	1,391
<i>Charitable Activities</i>				
Administration and general	1,009	-	1,009	1,299
Accountancy	530	-	530	490
Total	42,823	-	42,823	42,500

Expenditure totalled £42,500 in 2019 and was all unrestricted.

Net (outgoing) incoming resources for the year	(10,014)	-	(10,014)	2,735
Fund balance brought forward 1 January 2020	229,255	473,600	702,855	700,120
Fund balance carried forward 31 December 2020	219,241	473,600	692,841	702,855

**FILBY PLAYING FIELD
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

(a) Basis of Accounting

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of preparation:

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011. The charity has applied Update Bulletin 1 as published on 2 February 2016 and Update Bulletin 2 published on 5 October 2018.

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 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) (second edition effective 1 January 2019) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Charity constitutes a public benefit entity as defined by FRS 102.

(b) Fund accounting

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the Charity.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(c) Income

All income is accounted for on a receivable basis.

(d) Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred.

- Charitable activities comprise those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

**FILBY PLAYING FIELD
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

Accounting policies (continued)

(e) Tangible fixed assets

Fixed assets are initially recorded at cost. Depreciation is provided on the cost of tangible fixed assets, to write down to their estimated residual values over their expected useful lives. The principal annual rates used for the assets are:-

Freehold property	2%	straight line
Freehold property - roof	8%	straight line
Equipment and plant - fixtures and fittings	15%	reducing balance
Equipment and plant – playing field equipment	15%	straight line
Equipment and plant – solar panels	4%	straight line

(f) Cash at bank

Cash at bank includes cash and a short term highly liquid deposit account.

(g) Debtors

Trade and other debtors are recognised at the settlement amount due.

(h) Creditors

Creditors with no stated interest and payable within one year are recorded at transaction price.

(i) Going concern

The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist.

2. Net incoming resources

Net incoming resources are arrived at after charging:-

	2020	2019
	£	£
Independent examiner's remuneration	<u>530</u>	<u>490</u>

3. Fixed assets

	Freehold property £	Fixtures, fittings and equipment £	Plant £
Net book value 1 January 2020	611,252	28,375	15,560
Additions		18,540	
Depreciation for year	<u>(13,761)</u>	<u>(6,123)</u>	<u>(1,253)</u>
Net book value 31 December 2020	<u>£597,491</u>	<u>£40,792</u>	<u>£14,307</u>

**FILBY PLAYING FIELD
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

4. Deferred income

The deferred income represents Big Lottery Fund Grants received relating to the construction of the new hall and is written off over the same period as the building is depreciated.

Amount brought forward	£48,576
Less : written off in year	<u>1,056</u>
Amount carried forward	<u>£47,520</u>

5. Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of grants held on trust to be applied for specific purposes:-

	Balance 31 December 2019	Transfer to general funds	Balance 31 December 2020
	£		£
Big Lottery Fund Grant	<u>£473,600</u>	-	<u>£473,600</u>

The freehold property is the subject of a legal charge in favour of Big Lottery Fund. The charge is for a period of 20 years and commenced in 2014. The charge secures repayment of Big Lottery Fund Grants to a maximum value of £473,600 in the event of breaches of the grant conditions within the 20 year period.

6. Funds

6.1 Analysis of charitable funds

	Balance at 1 January 2020	Income	Expenditure	Balance at 31 December 2020
Restricted funds	473,600	-	-	473,600
Unrestricted funds	229,255	32,809	42,823	219,241
	<u>£702,855</u>	<u>£32,809</u>	<u>£42,823</u>	<u>£692,841</u>

	Balance at 1 January 2019	Income	Expenditure	Balance at 31 December 2019
Restricted funds	473,600	-	-	473,600
Unrestricted funds	226,520	45,235	42,500	229,255
	<u>£700,120</u>	<u>£45,235</u>	<u>£42,500</u>	<u>£702,855</u>

**FILBY PLAYING FIELD
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

6.2 Analysis of net assets between funds

	Unrestricted funds 2020	Restricted funds 2020	Total funds 2020
Tangible fixed assets	131,470	521,120	652,590
Net current assets and long term liabilities	87,771	(47,520)	40,251
	<u>£219,241</u>	<u>£473,600</u>	<u>£692,841</u>
	Unrestricted funds 2019	Restricted funds 2019	Total funds 2019
Tangible fixed assets	133,011	522,176	655,187
Net current assets and long term liabilities	96,244	(48,576)	47,668
	<u>£229,255</u>	<u>£473,600</u>	<u>£702,855</u>

7. Trustee remuneration and expenses

No remuneration or other benefits was paid to any of the trustees and no trustees received expenses during the year.

8. Related party transactions

During the year the charity received a donation of £2,000 (2019: £2,000) and room hire fees of £51 (2019: £68) from Filby Parish Council, of which Mr A Thompson is chairman. In 2019 Filby Post Office, in which Mr A Thompson is a partner, donated £100 as a prize for the fete and Mr A Thompson donated £200 in a personal capacity towards the cost of the Children's Christmas Party. These events did not take place in 2020 and no donations were received from Filby Post Office or Mr A Thompson.

Ms S Webb provided cleaning services, at open market value, amounting to £347 (2019: £656) during the year. At 31 December 2020 £nil was owed to Ms S Webb (2019: £62).