

HETHERSETT MEMORIAL PLAYING FIELD TRUST

Charity Number 303972

Report for the Annual Meeting of the Parish Monday 29th April 2024

Hethersett Memorial Playing Field was established by the people of Hethersett in 1959 in memory of local men who gave their lives in World War Two. It was incorporated by the Charity Commission in 1991 as a Charitable Trust with the Parish Council being the Custodian Trustees. There is also a committee of seven Management Trustees, whose role, according to the Charity Commission registration document, is to manage the amenity for "The benefit of all the inhabitants of the Parish of Hethersett without distinction of political, religious or other opinions with the object of improving the conditions of life for the said inhabitants."

Four of the seven Management Trustees are appointed by villagers attending the Annual Parish Meeting, whilst the remaining three are appointed by the Parish Council. For all or part of the past year the Management Trustees have been as follows (the date they were first appointed is shown in brackets) :- Mel Perkins (2011), Stephen Slack (2015), Ian Fieldhouse (2017), Tim Hudson-Church (2017), Mike Stark (2018), Steve Irvine (2020), Bridget Williamson (2023), Peter Gardner (seconded 2024) and Amanda Lockhart (seconded 2024).

The playing field has always been a popular venue for a wide range of recreational activities, both formal and informal. There are club activities for football, cycle speedway, Bowls, Croquet and cricket (featuring cricketers of senior years). The cricket facilities area are also hired out for one-off matches. There are also many casual visitors of all ages, amusing themselves with children, pets and friends.

The trustees continue to be very busy with the development and the familiar day to day management of the playing field and now have the additional task of managing the Hethersett Hub building. Where once they needed to have four quarterly meetings each year, they now have lengthy monthly ones and extra sessions devoted to key tasks. There is no doubt that the additional facilities offer a most impressive amenity for the village that is gradually getting more and more use, but that benefit does require considerably more commitment from trustees.

The management of the Memorial Playing Field now falls into two quite distinct areas which is reflected in the way accounts are kept. The many routine tasks associated with the management of the playing field continue in much the same way as always, including maintaining the playground, keeping the grass in good order and trimming the perimeter hedges. The Football Foundation have provided a grant to assist in improving the quality of the pitches. Safety of users of the playing field is always a priority and inspections of play equipment, trees and electrical testing are established routines. Sadly, some funds have to be devoted to clearing up problems caused by vandalism, but the addition of CCTV coverage around the Hub has helped reduce some of those incidents. The trustees accept that a public park is always likely to be an attractive place for youngsters to meet and most do so in pretty much the same harmless way as previous generations did. But there is, however, a minority that do present problems. The trustees will always do all they can to help

identify the small number of people intent upon anti-social behaviour and as a matter of principle try to put matters right as quickly as possible.

The second area of responsibility is the Hethersett Hub, which has occupied much time in the past year. The Trustees accept that in essence they are setting up a new business and their aim is to have the two distinct parts of the new building used to the extent that its income covers expenses within two years. Trustees hope that income will pay for employed staff to take on an increasing amount of the day to day management of The Hub. Early signs are that bookings of the excellent community room are growing in number and, hopefully the development of the football club will include achieving their long held ambition to progress to the higher leagues that were beyond their reach without the quality of changing facilities now available. The more successful the club is, the more the changing facilities will be used, and it is that development that persuaded the Football Foundation to contribute a quarter of a million pounds to the cost of the building

The attached financial summary shows the variety of matters that the trustees are responsible for and demonstrate that it has been an expensive year and looks set to continue in that way in the future. The picture looked worrying at one stage during the past year because in addition to anticipated fitting out expenses in the new Hub, trustees needed to pay unexpected amounts for additional items and features which they had assumed would have featured in the original building costs. Thankfully the Parish Council agreed with trustees and made grants to compensate for some items trustees had paid for.

The Parish Council have been the principle financial supporter of the playing field since it was first established. The trustees submit an annual budget request to the Council to cover the estimated cost of the general maintenance and development of the site and any agreed improvements or repairs. Their support is much valued. Formal club users and sporting activities are required to contribute either by paying hire fees or taking self-funding responsibility for club needs or equipment that are specific to their activities. An income stream is gradually being established by hiring the facilities in The Hub.

The trustees are grateful for the friendly and co-operative way the various clubs and facility hirers collaborate with them and are especially grateful to the Parish Council for their committed support of the trust. **An account of the Trust's income and expenditure is attached to this report.**

The Trustees are also grateful to the villagers that support their work, including by helping to keep it tidy and attractive through both small and sustained voluntary actions. They are aware that several people clear up mess and litter left by less caring neighbours. Their wonderful community spirit is appreciated and valued. Trustees also thank Norfolk Police for their vigilant support in dealing with anti-social behaviour.

We are pleased and grateful that the playing field is enjoyed by so many of our village community. The trustees ask that any of the neighbours or visitors to the park that witness vandalism or behaviour that spoils enjoyment of the amenities for the majority of the public to report the matter promptly. The "Memorial" was provided back in 1959 for the enjoyment of all inhabitants and everybody wants to see it continue to be a lovely venue that improves "the conditions of life for the said inhabitants".

Mike Stark
Chairman

Stephen Slack
Secretary

HETHERSETT MEMORIAL PLAYING FIELD TRUST
ANNUAL SUMMARISED ACCOUNTS
YEAR ENDING 31ST MARCH 2024

FIELD RUNNING COSTS

INCOME

Parish Council Grant - Precept	4000	
Parish Council Grant - Portable Toilet Hire	907	
Insurance Claim - Anti-Social Behaviour	900	
Lettings	4840	
		10647

EXPENDITURE

Grass & Hedge Maintenance	3400	
General Maintenance	107	
Anti-Social Behaviour Maintenance	2130	
Portable Toilet Hire	# 1651	
Playground Maintenance	502	
Electricity	# 800	
Water	# 317	
Litter Picking	1555	
Insurance	1353	
Play Equipment Inspection	204	
		12019

NET INCOME LESS EXPENDITURE **-1372**

BALANCE BROUGHT FORWARD **464**

BALANCE CARRIED FORWARD **-908**

These items were all above budget due to delay in delivery of the Hub and the usage by contractors during the build

THE HUB RUNNING COSTS

INCOME

Parish Council Grant - Precept	8500	
Lettings	2697	
Parish Council Grant - Electricity	1000	
		12197

EXPENDITURE

Cleaning	2776	
Electricity	7065	
Fire & Alarm Equipment Service	150	
Insurance	3515	
Wifi	126	
Publicity	92	
Administration	13	
		13737

NET INCOME LESS EXPENDITURE -1540

BALANCE BROUGHT FORWARD 0

BALANCE CARRIED FORWARD -1540

PROJECTS FUND

INCOME 0

EXPENDITURE

Swale 486

NET INCOME LESS EXPENDITURE -486

BALANCE BROUGHT FORWARD 5280

BALANCE CARRIED FORWARD 4794

THE HUB RESERVED FUNDS

INCOME

South Norfolk Council Grant	2027	
Parish Council Grant - Acoustic Ceiling Tiles	4620	
Parish Council Grant - Electricity Meter	272	
Parish Council Grant - Alarm Configuration	698	
Bank Interest	49	
		7666

EXPENDITURE

Furniture	4919	
Kitchen Equipment	1409	
Acoustic Ceiling Tiles	4620	
Security & Safety	2039	
Cleaning & Consumables	767	
Blinds	744	
Hearing Loop System	1689	
Electricity Meter	272	
Projector & Cable	315	
Sundry Equipment & Expenses	194	
		16968

NET INCOME LESS EXPENDITURE **-9302**

BALANCE BROUGHT FORWARD **17045**

BALANCE CARRIED FORWARD **7743**

OVERALL SUMMARY

BALANCES

Field Running Costs -908

The Hub Running Costs	-1540
Projects Fund	4794
The Hub Reserved Funds	7743

TOTAL FUNDS	10089
--------------------	--------------

REPRESENTED BY

Nat West Current Account	10088
Nat West Deposit Account	1

TOTAL BALANCES	10089
-----------------------	--------------

Mel Perkins MBE
Treasurer
17th April 2024

HETHERSETT MEMORIAL PLAYING FIELD TRUST
ANNUAL SUMMARISED ACCOUNTS
YEAR ENDING 31ST MARCH 2024

FIELD RUNNING COSTS

INCOME

Parish Council Grant - Precept	4000	
Parish Council Grant - Portable Toilet Hire	907	
Insurance Claim - Anti-Social Behaviour	900	
Lettings	4840	
		10647

EXPENDITURE

Grass & Hedge Maintenance	3400	
General Maintenance	107	
Anti-Social Behaviour Maintenance	2130	
Portable Toilet Hire	# 1651	
Playground Maintenance	502	
Electricity	# 800	
Water	# 317	
Litter Picking	1555	
Insurance	1353	
Play Equipment Inspection	204	
		12019

NET INCOME LESS EXPENDITURE **-1372**

BALANCE BROUGHT FORWARD **464**

BALANCE CARRIED FORWARD **-908**

These items were all above budget due to delay in delivery of the Hub and the usage by contractors during the build

THE HUB RUNNING COSTS

INCOME

Parish Council Grant - Precept	8500	
Lettings	2697	
Parish Council Grant - Electricity	1000	
		12197

EXPENDITURE

Cleaning	2776	
Electricity	7065	
Fire & Alarm Equipment Service	150	
Insurance	3515	
Wifi	126	
Publicity	92	
Administration	13	
		13737

NET INCOME LESS EXPENDITURE **-1540**

BALANCE BROUGHT FORWARD **0**

BALANCE CARRIED FORWARD **-1540**

PROJECTS FUND

INCOME	0
EXPENDITURE	
Swale	486
NET INCOME LESS EXPENDITURE	-486
BALANCE BROUGHT FORWARD	5280
BALANCE CARRIED FORWARD	4794

THE HUB RESERVED FUNDS

INCOME

South Norfolk Council Grant	2027	
Parish Council Grant - Acoustic Ceiling Tile:	4620	
Parish Council Grant - Electricity Meter	272	
Parish Council Grant - Alarm Configuartion	698	
Bank Interest	49	
		7666

EXPENDITURE

Furniture	4919	
Kitchen Equipment	1409	
Acoustic Ceiling Tiles	4620	
Security & Safety	2039	
Cleaning & Consumables	767	
Blinds	744	
Hearing Loop System	1689	
Electricity Meter	272	
Projector & Cable	315	
Sundry Equipment & Expenses	194	
		16968

NET INCOME LESS EXPENDITURE **-9302**

BALANCE BROUGHT FORWARD **17045**

BALANCE CARRIED FORWARD **7743**

OVERALL SUMMARY

BALANCES

Field Running Costs	-908
The Hub Running Costs	-1540
Projects Fund	4794
The Hub Reserved Funds	7743

TOTAL FUNDS **10089**

REPRESENTED BY

Nat West Current Account	10088
Nat West Deposit Account	1

TOTAL BALANCES **10089**

Mel Perkins MBE
Treasurer
17th April 2024

Charity commission Annual return 2024

From: adrienne.quin@gmail.com (adrienne.quin@gmail.com)

To: babylon5sp@aol.com

Date: Wednesday, 15 January 2025 at 08:42 GMT

Mel Perkins

I am happy to confirming that I have examined the account of Hethersett Memorial Playing Field Trustees, checking Bank Statements and Invoices against your accounts. As a resident of Hethersett I am happy to except them as a true and accurate record of the accounts of Hethersett Memorial Playing Field for the year ending 31/3/2024

I understand that due to the income received in that year the Charity Commission require the accounts to be independently examined.

Congratulation on the new building

I am happy for this email to be forwarded to the Charity Commission, if however they require an email directly from me then please send me the relevant email address along with a reference number

Adrienne Quinlan

Tel: 01603 814379