



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	April	2020`		31	March	2021

Section A Reference and administration details

Charity name Churt Recreation Ground Trust

Other names charity is known by N/A

Registered charity number (if any) 305005

Charity's principal address C/O Paddock House, Churt, Farnham, Surrey

Postcode GU10 2NY

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Churt Parish Council	Sole managing trustee		
2				
3	Comprising:			
4	David Crossley	Parish Chairman		
5	Lisa Martin	Parish Vice Chair		
6	Katy Law	Parish councillor		
7	Sally Shorthose	Parish councillor		
8	Roger Rowe	Parish councillor		
9	Dominic Raeside	Parish councillor		
10	Eunice Burch	Parish councillor		
11	John Petty	Parish councillor		
12	Myra Johnson	Parish councillor		
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust Deed dated 10 November 1922
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Any Parish Councillors are part of the body designated as the sole managing trustee

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <input type="checkbox"/> policies and procedures adopted for the induction and training of trustees; <input type="checkbox"/> the charity's organisational structure and any wider network with which the charity works; <input type="checkbox"/> relationship with any related parties; <input type="checkbox"/> trustees' consideration of major risks and the system and procedures to manage them. 	<p>Churt Parish Council, made up of 9 councillors 2020-21, held monthly meetings at which the governance, management and financial wellbeing of the Trust was discussed. These are held as a separate meetings to the Parish Meeting but the same protocol is followed ref. agendas, Minutes, standing orders, financial regulations, insurance etc.</p> <p>The Trust is governed according to the same Code of Conduct as the Parish Council.</p> <p>Any new member of the Parish Council will participate in the Trust meetings by virtue of their role as part of the Parish Council.</p> <p>The Recreation Ground managed by the charitable Trust uses the same insurance company and contractors as the Parish Council but the monies are held in a separate bank account and managed independently.</p>
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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To provide the people of Churt with an area of land for sporting and recreational activities and use.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The recreation ground provides sports facilities for the village football, cricket and tennis clubs together with a children's playground, a community pavilion and a large area of land for public enjoyment, together with a small amount of parking.

Additional details of objectives and activities (Optional information)

Each year a team of local volunteers litter picks the recreation ground. Members of the Parish Council carry out weekly inspections of the playground, litter bins and trees and the pavilion is often host to meetings of other local societies such as the WI, Churt Heritage and art groups. Additionally the annual village fete takes place on the recreation ground, when Covid allows.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The Charity manages the recreation ground for the public benefit ensuring all societies can use it in the best possible condition e.g. the grassed area is prepared annually for the cricket club and mowed at regular intervals for them. This area is then over seeded before the football club's season

The pavilion is maintained in a pristine condition and all the trees are inspected tri annually to ensure they are all healthy and safe.

Various new benches were installed throughout the year enhancing the feeling of public enjoyment and the playground is kept clean and tidy having been almost fully replaced in 2016-17.

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity has only a very small reserve to allow for any minor repairs that may be needed.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Charity is granted an element of money from the Parish Council's annual precept together with annual user contributions from the sports societies and rental from the pavilion. Essentially all income is used for the annual running and maintenance of the recreation ground and pavilion. This last year due to Covid the Charity received grants from Waverley BC totalling £18,612

Section F Other optional information

[Empty box for optional information]

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Lisa Martin	
Position (eg Secretary, Chair, etc)	Churt Parish Chairman (Acting)	
Date	20 December 2021	

Churt Recreation Ground Trust

Accounts March 2021

APPENDIX 2

Churt Recreation Ground Trust

**Income & Expenditure
2020/21**

March

INCOME

2019/20	Date	Item	Budget	Y-T-D	March	O/S Income	Excess Income	Comment
8,834.00		User Group Contribs	7,140.00	4,875.00	-	2,265.00	-	
220.00		Sundry Room Hire	400.00	40.00	-	440.00	-	
-		WBC business grant	-	18,612.00	-	-	18,612.00	
8,000.00		Transfer from CPC	12,000.00	15,000.00	-	-	3,000.00	
17,054.00		TOTAL	19,540.00	38,447.00	-	2,705.00	21,612.00	

March

Cheques Issued

Cheque No	Date	Payee	Code	No	Gross	Y/N	Net	VAT	Narrative	Banked? Y/N
CAF383	02/03/2021	Piotr Gawor	B2	1	1,725.00	n	1,725.00	0.00	pavilion repaint (50%)	Y
CAF384	03/03/2021	Grasstex	C3	2	1,594.80	y	1,329.00	265.80	Clearance adjacent to tennis courts	Y
CAF385	08/03/2021	Mark Allen	C9	3	60.00	n	60.00	0.00	payment for scalplings for road adjacent to Rec	n
CAF386	10/03/2021	SSE	B3	4	238.14	y	226.80	11.34	pavilion electricity	Y
CAF387	19/03/2021	Eibe	C7	5	1,540.00	y	1,283.33	256.67	Bonded mulch and cableway maintenance,	n
CAF388	19/03/2021	Eibe	C7	6	170.40	y	142.00	28.40	new spring for cableway	n
CAF389	22/03/2021	Piotr Gawor	B2	7	1,725.00	n	1,725.00	0.00	pavilion repaint (remaining 50%)	Y
CAF390	23/03/2021	George Woods	C9	8	189.50	n	189.50	0.00	Rec ground maintenance and pothole repairs	n
DD	23/03/2021	CAF bank	C10	9	0.50	n	0.50	0.00	Cheque fee 389	Y
DD	16/03/2021	CAF bank	C10	10	0.50	n	0.50	0.00	cheque fee 386	Y
DD	15/03/2021	Monthly account fee	C10	11	8.00	n	8.00	0.00	Monthly bank fee	y
DD	09/03/2021	CAF bank	C10	12	0.50	n	0.50	0.00	Cheque fee 384	Y
DD	08/03/2021	CAF bank	C10	13	0.50	n	0.50	0.00	cheque fee 377	Y
DD	05/03/2021	CAF bank	C10	14	0.50	n	0.50	0.00	cheque fee 381	Y
DD	04/03/2021	CAF bank	C10	15	0.50	n	0.50	0.00	cheque fee 383	Y
				16			0.00	0.00		
				17			0.00	0.00		
				18			0.00	0.00		
				19			0.00	0.00		
				20			0.00	0.00		
				21			0.00	0.00		
				22			0.00	0.00		
		Total expenditure in	March		7,253.84		6691.63	562.21		Banked Cheques 5293.94
										No O/S Cheques 4
										Value O/S Cheques 1959.9
BANK		Balance b/f at start of	March		16,351.04			VAT		Jan 95.75
		Income			0.00			VAT Paid YTD	3,997.85	
		Less Cheques Drawn			-7,253.84			VAT Refund YTD	0.00	
		Balance c/f at end of	March		9,097.20			VAT due from 2019/20	11,247.54	
		Comprising:						VAT Refund O/S	15,245.39	
		CAF Bank			11,152.85					
		Transfer reqd from CPC								
		Less o/s Cheques			-2,055.65					
		Total Balance c/f			9,097.20					

Reviewed by: **David Crossley (Chairman)**

Approved:

Dated:

APPENDIX 3

CHURT RECREATION GROUND TRUST

**Income & Expenditure
2020/21**

March		EXPENDITURE AGAINST BUDGET			Under spend/ (Overspend) Month	Actual YTD	Budget Year	Under spend/ (Overspend) Year
2019/20	Code	Description	Actual Month	Budget Month				
		Pavilion						
1,251.18	B1	Pavilion Cleaning and Caretaker	0.00	175.00	175.00	783.48	2,100.00	1,316.52
791.23	B2	Pavilion Maintenance	3,450.00	0.00	-3,450.00	11,060.98	10,000.00	-1,060.98
2,187.56	B3	Utilities/Rates	226.80	0.00	-226.80	1,593.81	1,900.00	306.19
4,229.97		Sub-total	3,676.80	175.00	-3,501.80	13,438.27	14,000.00	561.73
		Recreation Grounds						
5,470.00	C1	Grass Cutting	0.00	0.00	0.00	2,570.00	6,000.00	3,430.00
0.00	C2	Ground Caretaker	0.00	41.67	41.67	129.00	500.00	371.00
3,445.38	C3	Trees,Hedges,Fence Maint	1,329.00	66.67	-1,262.33	3,756.92	800.00	-2,956.92
0.00	C4	Benches, Noticeboards	0.00	0.00	0.00	800.00	500.00	-300.00
3,295.84	C5	Waste Disposal	0.00	216.67	216.67	3,625.20	2,600.00	-1,025.20
0.00	C6	Playground Capital	0.00	0.00	0.00	0.00	350.00	350.00
771.00	C7	Playground Maintenance	1,425.33	0.00	-1,425.33	1,546.33	1,000.00	-546.33
794.00	C8	Leaf Clearance	0.00	0.00	0.00	794.00	1,000.00	206.00
1,744.93	C9	Ground Services	249.50	0.00	-249.50	544.50	1,000.00	455.50
60.00	C10	Bank charges and other prof fees	11.00	5.00	-6.00	74.00	60.00	-14.00
15,581.15		Sub-total	3,014.83	330.00	-2,684.83	13,839.95	13,810.00	-29.95
19,811.12		GRAND TOTAL	<u>6,691.63</u>	<u>505.00</u>	<u>-6186.63</u>	<u>27,278.22</u>	<u>27810.00</u>	<u>531.78</u>

Reviewed by: **David Crossley (Chairman)**

Approved.....

Dated

Recreation Ground Trust

Income & Expenditure

Month end March 2021

	Actual	Budget		Actual	Budget	
	Month	Month	Difference	YTD	YTD	Difference Comment
	£	£	£	£	£	£
Income:						
User Group Contribs	0.00	0.00	0.00	4,875.00	7,140.00	-2,265.00
Sundry Room Hire	0.00	33.33	-33.33	-40.00	400.00	-440.00
WBC business grant	0.00	0.00	0.00	18,612.00	0.00	18,612.00
Transfer from CPC	0.00	0.00	0.00	15,000.00	12,000.00	3,000.00
TOTAL	0.00	33.33	-33.33	38,447.00	19,540.00	18,907.00
Expenditure						
Pavilion	3,676.80	175.00	3,501.80	13,438.27	14,000.00	-561.73
Recreation Grounds	3,014.83	330.00	2,684.83	13,839.95	13,810.00	29.95
TOTAL	6,691.63	505.00	6,186.63	27,278.22	27,810.00	-531.78
Net income / (spend)	-6,691.63	-471.67	-6,219.96	11,168.78	-8,270.00	19,438.78

Recreation Ground Trust

Cash reconciliation

Month end March 2021

£ Comment

Balance b/f at start of March	16,351.04
Income	0.00
Less cheques drawn	-7,253.84
Balance c/f at end of March	<u>9,097.20</u>
Comprising:	
CAF current a/c	11,152.85
Transfer from CPC	0.00
Less: adjustments	-2,055.65 See analysis below
Balance c/f at end of March	<u>9,097.20</u>

Payee	Date	Amount	Narrative
Cheques drawn but not cashed:			
Milica Kojcic	15-Jan-21	95.75	Pavilion cleaning Nov and Dec
Mark Allen	8-Mar-21	60.00	payment for scalplings for road adjacent to Re
Eibe	19-Mar-21	1,540.00	Bonded mulch and cableway maintenance,
Eibe	19-Mar-21	170.40	new spring for cableway
George Woods	23-Mar-21	189.50	Rec ground maintenance and pothole repairs
TOTAL adjustments		<u>2,055.65</u>	

Reviewed By: **David Crossley (Chairman)**

Signed:

Date:

Recreation Ground Trust
Spend for 2020/21
Dated 13th April 2021

	BUDGET TOTAL	Total YTD	Mar	TOTAL	Variance	o/S Comment
	2020/21	2020/21	2020	2020/21		
	£		£	£		
User Group contribs	7,140.00	4,875.00		4,875.00	2,265.00	Tennis/Football/Cricket clubs inc Village Hall contrib....reduced subs due to Covid
Sundry room hire	400.00	-40.00	-	40.00	440.00	Sundry hire is low due to covid
WBC business grant	-	18,612.00		18,612.00	- 18,612.00	Added grants for Pavillion lack of use
Transfer from CPC	12,000.00	15,000.00		15,000.00	- 3,000.00	Top up for RGT
TOTAL	19,540.00	38,447.00		38,447.00	- 18,907.00	
Pavilion Cleaning and Caretaker	2,100.00	783.48		783.48	1,316.52	Milica costs but less cleaning due to Covid
Pavilion Maintenance	10,000.00	11,060.98		11,060.98	- 1,060.98	
Utilities/Rates	1,900.00	1,593.81		1,593.81	306.19	Paid quarterly/Fire protection
Sub-total	14,000.00	13,438.27		13,438.27	561.73	
Grass Cutting	6,000.00	2,570.00		2,570.00	3,430.00	Grasstex - less cutting of cricket ground.
Ground Caretaker	500.00	129.00		129.00	371.00	
Trees,Hedges,Fence Maint	800.00	3,756.92		3,756.92	- 2,956.92	George Woods/Trees
Benches, Noticeboards	500.00	800.00		800.00	- 300.00	Bench
Waste Disposal	2,600.00	3,625.20		3,625.20	- 1,025.20	Biffa costs
Playground Capital	350.00	0.00		-	350.00	No rerquirement
Playground Maintenance	1,000.00	1,546.33		1,546.33	- 546.33	
Leaf Clearance	1,000.00	794.00		794.00	206.00	Leaf collection charges charged to A3
Ground Services	1,000.00	544.50		544.50	455.50	Rec rolling -limited requirement in Covid year
Bank charges	60.00	74.00		74.00	- 14.00	Sundry charges
Sub-total	13,810.00	13,839.95		13,839.95	- 29.95	
TOTAL	27,810.00	27,278.22		27,278.22	531.78	
Net surplus/(deficit)	- 8,270.00	11,168.78		11,168.78	- 19,438.78	
Cash b/fwd 1/4/20	1,926.27	1,926.27		1,926.27		
Net surplus/(deficit)	- 8,270.00	11,168.78		11,168.78		
VAT paid ytd		- 3,997.85		- 3,997.85		
Cash balance c/fwd	- 6,343.73	9,097.20	9,097.20	9,097.20		
CPC Balance	20,674.55	10,182.98	10,182.98	10,182.98		
TOTAL PARISH CASH	14,330.82	19,280.18	19,280.18	19,280.18		