

Independent Examiner's Report on the Accounts

Report to the trustees/
members of

Runnymede Pleasure Ground

On accounts for the year
ended

31 March 2024

Charity no
(if any)

305021

Set out on pages

1 and 2

Respective responsibilities
of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the 1993 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 41 of the 1993 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Acthave not been met ; or

to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

J. Sandford

Date:

06/01/25

Name:

JAMES SANDFORD

Relevant professional
qualification(s) or body (if
any):

*CHARTERED INSTITUTE OF MANAGEMENT
ACCOUNTANTS (CIMA)*

Address:

*MALOJA
NINE MILE RIDE
WOKINGHAM
BERKSHIRE
RG40 3LU*

RUNNYMEDE PLEASURE GROUND

ANNUAL REPORT OF TRUSTEE - 2023/2024

Registered Charity Number 305021

The accounts of the Runnymede Pleasure Ground have been prepared in accordance with the *Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014, the Financial Reporting Standard for Smaller Entities (FRSSE) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.* Runnymede Pleasure Ground comprises a land holding held in trust by Runnymede Borough Council for the benefit of the public. The accounts consist of a statement of financial activity and associated balance sheet. The following annual report is prepared in accordance with the regulations for charities that have income and assets both under £250,000:

Runnymede Pleasure Ground is a park between Windsor and Egham, sited between the bank of the River Thames and the Windsor to Maidenhead Road (A308). It adjoins National Trust land, and the Magna Carta Monument and Kennedy Memorial are nearby.

Runnymede Borough Council is the sole trustee and holds the land in Trust in the interests of social welfare with the object of improving the conditions of life for the surrounding residents. In order to ensure that Runnymede Pleasure ground continues to be of value to local residents the trustees have considered the Charity Commission's general guidance on public benefit during their annual review.

During the financial year in question the facilities to users included:

- Cafe facilities and mobile ice cream vendors
- A play area for children
- Paddling pool area
- Amusements for children
- Parking for cars and buses
- Access to riverside cruiser landing point
- Walkways to National Trust areas, the Thames path, and the BUPA healthy walk

Runnymede Pleasure Ground is used by a wide range of members of the public and attracted over 100,000 visitors in the year in question.

Regular annual events have included Running events, A Thames Path challenge, a half marathon and regattas mounted by the nearby skiff and boating clubs.

In early 2014 year the Pleasure Grounds were adversely affected by local flooding. Additional costs were spent on repairs and cleaning of the paddling pool, repairs to gates and fences damaged by rescue services, precautionary decontamination of the play area and removing general flood debris from across the park and silt from hard surfaced areas. As a result of the flooding the Trustees agreed to set up a restricted reserve in the sum of £40,000 for any future flooding events.

The accounts set out in the accompanying report were approved by the Trustees on 29th July 2024.

Signed on their behalf

Mr P French
Corporate Head of Finance

Registered Office:
Runnymede Borough Council
Runnymede Civic Centre
Station Road
Addlestone, Surrey, KT15 2AH

RUNNYMEDE PLEASURE GROUND
Statement of Financial Activity for the year ended 31st March 2024

2022/2023 Actual £	Notes	2023/2024 Actual £
<u>Incoming Resources</u>		
123,545	Car Parking	122,175
37,072	Rents and Leases	37,124
110	Costs Recovered	158
7,539	Interest on Internal Investments	19,144
<u>168,266</u>	Total incoming Resources	<u>178,601</u>
<u>Resources Expended</u>		
1,100	Wages & Salaries	14,000
27,676	Premises Related Expenses	27,043
16,549	Utilities	(3) 28,756
11,809	Grounds Maintenance	20,813
1,213	Transport Expenses	1,099
2,032	Tools, Plant & Equipment	(3) 26,566
30,789	Computer Maintenance	27,665
1,096	Fees	794
912	Other	1,281
<u>93,176</u>		<u>148,018</u>
	<u>Management and administrative recharges</u>	
25,800	Administrative recharges	(4) <u>14,016</u>
		14,016
<u>118,976</u>	Total resources expended	<u>162,034</u>
<u>49,290</u>	Net movement in funds for the year	<u>16,568</u>
£		£
49,290	Net movement in funds for the year	16,568
329,987	Total funds brought forward	379,277
<u>379,277</u>	Total Funds carried forward	<u>395,845</u>

Balance Sheet as at 31 March 2024

31 Mar 2023 Actual £	Notes	31 Mar 2024 Actual £
Current Assets		
379,277	Cash at Bank	395,845
<u>379,277</u>	Net Assets	<u>395,845</u>
Funds of the Charity		
327,829	Unrestricted Funds	(5) 344,454
	Restricted Funds:	
40,000	Provision for future flooding	40,000
11,448	Queen Elizabeth II statute	11,391
<u>379,277</u>	Total Funds	<u>395,845</u>

Notes to the accounts

- 1 Runnymede Borough Council maintains Runnymede Pleasure Ground for the Charitable Trust.
- 2 These accounts have been prepared on the basis of historic cost in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005), accounting standards and with the Charities Act 1993.
- 3 The Trustees agreed to several improvements to the site during 2023/24 including to the paddling pool. This has increased both the utility costs and the repair costs in the current year
- 4 The Council is able to realise economies of scale as part of its general responsibilities for management of recreation grounds within the Borough. Expenditure in respect of staff time, legal and professional advice, insurance, general supplies, and support and professional services has not been specifically identified by the Council but is estimated to be £14,016.
- 5 In February 2015 the Trustees agreed to establish a dedicated restricted reserve in the sum of £40,000 for future flooding events. In addition it was agreed during November 2017 that Runnymede Magna Carta Legacy limited would pay £25,000 to Runnymede pleasure ground to cover the costs of maintaining and ensuring the statute of HM Queen Elizabeth II for a period of 5 years, to date we have received £12,500 of the £25,000. The balance of reserves will continue to remain unrestricted in their nature. In addition it was also agreed that wherever possible an operating level of £20,000 be maintained in unrestricted reserves to cover for any unexpected expenditure requirements.

Runnymede Pleasure Ground

Account surplus / Allocation of reserves/funds

	Surplus £	
<u>Restricted Reserve</u>		
14/15	40,000	One off in case of Future flooding
17/18	11,391	RMCL - contribution towards maintaini Insuring the statute of Queen Elizabeth
	<u>51,391</u>	
<u>Unrestricted Reserves</u>		
23/24	16,567	
22/23	49,290	
21/22	26,343	
20/21	30,820	
19/20	35,430	
18/19	51,972	
17/18	30,685	
16/17	18,337	
15/16	22,538	
14/15	-42,523	
14/15	-40,000	
13/14	7,590	
12/13	18,551	
11/12	16,005	
10/11	-15,872	
09/10	34,337	
08/09	-10,062	
07/08	23,773	
06/07	23,341	
05/06	9,111	
04/05	9,717	
03/04	18,145	
02/03	9,249	
01/02	-	
00/01	-	
Add back Statue costs	1,109	
	<u>344,454</u>	
Total Reserves	<u>395,845</u>	

Account code report - Year End

Jill Stockdale

12/12/2024 09:00

Page 1 of 1

Account code level report showing the ACTUAL PAYMENTS MADE only. No order information is included

Selection Criteria: Periods 2023/1 to 2023/13, Cost Centre is equal to OTRP (Runnymede Pleasure Ground)

	Current Budget	Profiled Budget	Actual Payments	Variance
	£	£	£	£
OTRP				
<u>Runnymede Pleasure Ground</u>				
0010 Salary Allocation	11,100	11,100	11,900.00	(800.00)
0401 Training - Short Courses	2,100	2,100	2,100.00	0.00
1012 Reactive Strategic Maint Only	5,008	5,008	11,191.84	(6,183.84)
1014 Planned Strategic Maint Only	1,342	1,342	(810.60)	2,152.60
1015 Planned Maint Not Strategic	60,000	60,000	0.00	60,000.00
1102 Electricity	15,000	15,000	13,452.88	1,547.12
1104 Water	10,000	10,000	15,302.68	(5,302.68)
1166 Business Rates (NDR)	4,590	4,590	4,091.80	498.20
1168 Buildings Insurance	450	450	445.88	4.12
1178 Terrorism Insurance	20	20	19.41	0.59
1224 Cleaning Materials	1,340	1,340	1,527.12	(187.12)
1226 Refuse Collection recharge	3,000	3,000	3,000.00	0.00
1234 Hygiene Services	5,900	5,900	5,766.44	133.56
1240 Grounds Maintenance Recharge	6,170	6,170	6,168.98	1.02
1254 Grounds Maintenance - General	11,570	11,570	2,844.23	8,725.77
1256 Grounds Maintenance - Materials	1,000	1,000	0.00	1,000.00
1296 Paddling Pool Materials	3,000	3,000	1,810.97	1,189.03
1300 Car Parking Expenses	11,800	11,800	11,799.96	0.04
1540 Council Vehicle Recharges	1,110	1,110	998.73	111.27
1541 Vehicle repairs fixed fee	100	100	100.00	0.00
1544 Transport Overhead Recharge	500	500	0.00	500.00
1602 Furniture & Equipment - Purchase	0	0	184.00	(184.00)
1604 Furniture & Equipment - Maintenance	13,000	13,000	22,078.00	(9,078.00)
1610 Tools and Plant - Purchase	1,500	1,500	947.00	553.00
1612 Tools and Plant - Maintenance	7,500	7,500	500.00	7,000.00
1628 Sports & Play Equipment - Maintenance	26,200	26,200	2,857.25	23,342.75
1782 Equipment Insurance	250	250	56.93	193.07
2218 Computer Systems Maintenance	30,700	30,700	27,665.42	3,034.58
2344 Cash Security Fees	5,700	5,700	794.45	4,905.55
2702 Public Liability Insurance	1,230	1,230	1,224.19	5.81
3000 Accountancy Recharge	1,000	1,000	999.96	0.04
3006 Insurance Services	100	100	99.96	0.04
3008 Payroll and Payments Recharge	100	100	99.96	0.04
3010 Income Services Recharge	300	300	300.00	0.00
3070 Office Accommodation Recharge	100	100	99.96	0.04
3084 Legal Services Recharge	5,200	5,200	3,899.96	1,300.04
3096 Assets & Regeneration Recharge	8,200	8,200	8,199.96	0.04
3126 Purchasing Services Recharge	100	100	99.96	0.04
5460 Sale of Benches (O)	0	0	216.50	(216.50)
5692 Parking - Car Parking Income (S)	(112,800)	(112,800)	(82,416.09)	(30,383.91)
5693 Telephone Payments(S)	(43,200)	(43,200)	(39,758.87)	(3,441.13)
5754 Insurance Premiums Recovered (E)	(130)	(130)	(157.83)	27.83
6000 Rent of Residential Dwellings (O)	(7,600)	(7,600)	(7,465.88)	(134.12)
6042 Rents and Leases (E)	(3,200)	(3,200)	(3,689.50)	489.50
6046 Sundry Rents (E)	(1,650)	(1,650)	(2,611.93)	961.93
6064 Catering Rights (E)	(32,500)	(32,500)	(22,557.12)	(9,942.88)
6066 Mooring Rights (E)	(1,950)	(1,950)	(800.00)	(1,150.00)
6102 Interest on Internal Investments (O)	(18,000)	(18,000)	0.00	(18,000.00)
6106 Notional Interest on Balances (O)	0	0	(19,144.73)	19,144.73
Totals For Runnymede Pleasure Ground	35,250	35,250	(16,568.17)	51,818.17
	=====	=====	=====	=====
	35,250	35,250	(16,568.17)	51,818.17
	=====	=====	=====	=====

Runnymede Pleasure Ground 2023/24

Charity Costs

				£	£	£	
Direct Expenditure:							
OTRP10	OTRP	0010	Salary Allocation		11,900		
OTRP30	OTRP	0030	Officer Casuals - Paid by Invoice		-		
OTRP50	OTRP	0050	Wages - General		-		
OTRP110	OTRP	0110	Attendance Allowance		-		
OTRP150	OTRP	0150	Overtime - General		-		
OTRP198	OTRP	0198	On costs on wages & overtime		-		
OTRP200	OTRP	0200	Manual Casuals - General		-		
OTRP250	OTRP	0250	Employers .N.I.		-		
OTRP258	OTRP	0258	Employers Super		-		
OTRP401	OTRP	0401	Training - Short Courses		2,100		
OTRP428	OTRP	0428	Criminal Records Bureau (General)		-		
						14,000	Wages & Salaries
OTRP1012	OTRP	1012	Building Contractors (Reactive Maint)		11,192		
OTRP1013	OTRP	1013	Reactive Maintenance (opted CP)		-		
OTRP1014	OTRP	1014	Building Contractors (Planned Maint)		(811)		
OTRP1015	OTRP	1015	Planned Maint Not Strategic		-		
OTRP1032	OTRP	1032	Drainage Recharge		-		
OTRP1044	OTRP	1044	Maintenance - Fire Alarms		-		
OTRP1060	OTRP	1060	Public Conveniences Recharge		-		
OTRP1102	OTRP	1102	Electricity		13,453		
OTRP1104	OTRP	1104	Water		15,303		
OTRP1151	OTRP	1151	Hire of Facilities		-		
OTRP1166	OTRP	1166	Council Tax & Business Rates (NDR)		4,092		
OTRP1168	OTRP	1168	Buildings Insurance		446		
OTRP1176	OTRP	1176	Insurance Costs within excess		-		
OTRP1178	OTRP	1178	Terrorism Insurance		19		
£		£					
OTRP1224	OTRP	1224	Cleaning Materials		1,527		
OTRP1226	OTRP	1226	Refuse Collection recharge		3,000		
OTRP1234	OTRP	1234	Hygiene Services		5,766		
OTRP1296	OTRP	1296	Paddling Pool Materials		1,811		
						55,798	Premises Related Expenses
OTRP1240	OTRP	1240	Grounds Maintenance Recharge		6,169		
OTRP1252	OTRP	1252	Runnymede Direct Services Recharge		-		
OTRP1253	OTRP	1253	Grounds Maintenance - Wyvale Contract		-		
OTRP1254	OTRP	1254	Grounds Maintenance - General costs		2,844		
OTRP1256	OTRP	1256	Grounds Maintenance - Materials		-		
OTRP1300	OTRP	1300	Car Parking Expenses		11,800		
						20,813	Grounds Maintenance
OTRP1540	OTRP	1540	Council Vehicle Recharges		999		
OTRP1541	OTRP	1541	Vehicle repairs fixed fee		100		
OTRP1544	OTRP	1544	Transport Overhead Recharge		-		
OTRP1570	OTRP	1570	Travelling Expenses		-	1,099	Transport Expenses
OTRP1602	OTRP	1602	Furniture & Equipment - Purchase		184		
OTRP1604	OTRP	1604	Furniture & Equipment - Maintenance		22,078		
OTRP1610	OTRP	1610	Tools and Plant - Purchase		947		
OTRP1612	OTRP	1612	Tools and Plant - Maintenance		500		
OTRP1626	OTRP	1626	Sports & Play Equipment -Purchase		-		
OTRP1628	OTRP	1628	Sports & Play Equipment -Maintenance		2,857		
						26,566	Tools, Plant & Equipment
OTRP1918	OTRP	1918	Printing		-		
OTRP1954	OTRP	1954	RPG Advertising		-		
						-	General Office Expenses
OTRP2218	OTRP	2218	Computer Maintenance		27,665	27,665	Computer Maintenance
OTRP2310	OTRP	2310	Legal & Counsels Fees		-		
OTRP2324	OTRP	2324	Surveyors Fees		-		
OTRP2327	OTRP	2327	Conservation & Historic Building Advice		-		
OTRP2328	OTRP	2328	Consultants Fees		-		
OTRP2344	OTRP	2344	Cash Security Fees		794		
OTRP2360	OTRP	2360	External Audit General Fees		-		
OTRP2820	OTRP	2820	Car Parks Replacement Reserve		-		
OTRP2860	OTRP	2860	Miscellaneous Expenses		-		
						794	Fees
OTRP2912	OTRP	2912	Grounds maint centrally coded: Wyevale Contract		-		
						-	Grounds Maintenance
OTRP1782	OTRP	1782	Equipment Insurance		57		
OTRP2702	OTRP	2702	Public Liability Insurance		1,224		