



# **Epworth War Memorial Field Trustees Annual Report**

January 2021 to December 2021

Registered Charity number 521918

Main address:

Sports Field, Station Road, Epworth, North Lincolnshire. DN9 1JU

Correspondence address:

57 Station Road, Epworth, North Lincolnshire. DN9 1JY

## Structure, governance and Management

The charity is overseen by volunteer Trustees that meet annually at an AGM. Trustees follow an indenture dated 8 April 1920 though structure and governance is reviewed annually.

### Trustees

The charity shall be managed by a committee of up to 20 trustees who must be over the age of 18 and live within Epworth.

An AGM is held annually, typically in April. At least 3 trustees must be present at the meeting to be able to take decisions. Trustees may act by majority decision. Minutes shall be kept for every meeting and circulated to check for accuracy. Minutes of all Trustee meetings dating back to the foundation are kept for records and are available upon request.

New trustees can be put forward by any existing Trustee and appointed by majority vote at the Annual General Meeting (AGM) of the charity held in April.

Name	Role
Gillian Bacon	
Tony Bacon	
David Birks	
Frederick Brumby	Chair of Trustees
Kenneth Holborn	
Steven Holt	Secretary of Trustees
Keith Johnson	
Steve Leggott	
Carys McMahan	
Philip Peacock	
Stuart Taylor	
Helen Walker	
Rachel Whittaker	
Angela Young	

### Sub-Committee

The permanent sub-committee known as the Field Maintenance Committee (FMC) is tasked with the day to day running of the field(s) including but not limited to maintenance, accounting, events and overall management of the site(s).

The FMC is made up from representatives from the main clubs and user groups and meet monthly. An AGM is held in February each year where they will elect a chair, treasurer and secretary. A report from the FMC is presented to Trustees annually.

Name	Role
David Birks	
Katie Blackburn	Treasurer
Frederick Brumby	
Frances Glynn	Secretary
Christy Holt	Bookings Secretary
Steven Holt	
Carys McMahan	Chair
Stuart Taylor	
Helen Walker	

## Objectives and activities

The purpose of the charity is to hold and manage the Epworth War Memorial Field (and additional land purchased at Carr Side in 1982) – a recreational field to be enjoyed by the people of Epworth and to ‘provide a permanent memorial to the men of Epworth who fell in the Great European War (1914 – 1918)’.

In pursuance with these objects, the Trustees have made arrangements for facilities to be provided within the area available (2.35 hectares) for a tennis club, bowls club, billiards and snooker club, a children’s play area (with safety surface and play equipment) and a children’s play group.

There is also a pavilion and a large field where we support and encourage a number of local community activities for residents of all ages including but not limited to sporting sessions (fitness classes, rugby, dance, football), art classes, bridge/canasta and various activities for babies and toddlers.

We also hold a range of special ‘one off events’ including theatre, multiple music nights and other performances.

## Achievements and Performance

Despite impact by Covid affecting a number of activities throughout the year we have been keen and active in opening the facilities whenever possible to try to ensure vital community building clubs and pursuits were able to safely continue.

We have worked closely with ACRE and HWRAA to seek advice to ensure we remained a Covid safe venue for activities.

Outdoor clubs and events/activities aimed at under 16’s were able to continue throughout (except in the most severe lockdowns) and indoor activities ran when permitted to do so and fully within all guidelines.

## Financial Summary

Total income for the year:	£33,777
Total outgoings for the year:	£11,871
Overall profit/loss:	£21,906
Cash in bank (in unrestricted funds):	£55,490

Despite difficult operations during Covid, the charity was able to maintain a healthy financial position, largely due to significant grant support from North Lincolnshire Council and the planned sale of some assets (namely a tractor historically used for field maintenance but no longer required).

Some bookings, especially field use for sporting activities have been able to operate when permitted to do so meaning some income has been generated by hiring of facilities. We elected to waive the annual rent to the main clubs (Billiards, Bowls, Tennis and Play Group) as their numbers were severely affected.

A number of maintenance projects made up the majority of expenditure as well as usual operating expenses for electricity, insurance, cleaning etc.

A breakdown of income and expenditure is available in Appendix 1.

Declaration

The trustees declare that they have approved the trustees' report above. Signed on behalf of the charity's trustees.

	
Frederick Brumby – Chair of Trustees	Steve Holt – Secretary of Trustees
13 <sup>th</sup> June 2022	13 <sup>th</sup> June 2022

## Appendix 1 – Financial Accounts (CC16a)

Epworth War Memorial Field	521918
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### Receipts and payments accounts

CC16a



CHARITY COMMISSION  
FOR ENGLAND AND WALES

<b>For the period from</b>	Period start date	<b>To</b>	Period end date
	1st January 2021		31st December 2021

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Field Rent	650	-	-	650	1,900
Field Use	1,326	-	-	1,326	564
Pavilion Use	5,199	-	-	5,199	3,848
Grants & Donations	19,507	-	-	19,507	16,581
Other	1,246	-	-	1,246	1,387
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>27,927</b>	<b>-</b>	<b>-</b>	<b>27,927</b>	<b>24,280</b>

<b>A2 Asset and investment sales, (see table).</b>					
Sale Of Tractor	5,850	-	-	5,850	
	-	-	-	-	-
<b>Sub total</b>	5,850	-	-	5,850	-
<b>Total receipts</b>	33,777	-	-	33,777	24,280

<b>A3 Payments</b>					
Utilites	1,187	-	-	1,187	1,773
Insurances	2,980	-	-	2,980	1,744
Maintenance & Repairs	6,988	-	-	6,988	18,012
Other	716	-	-	716	1,185
		-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	11,871	-	-	11,871	22,713

<b>A4 Asset and investment purchases, (see table)</b>					
	-		-	-	

	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	11,871	-	-	11,871	22,713
<b>Net of receipts/(payments)</b>	21,906	-	-	21,906	1,567
A5 Transfers between funds	- 4,000	4,000	-	-	-
A6 Cash funds last year end	12,939	-	-	12,939	-
<b>Cash funds this year end</b>	30,846	4,000	-	34,846	1,567

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current Account	30,846	-	-
	HSBC Money Manager	24,645	-	-
		-	-	-
	<b>Total cash funds</b>	55,491	-	-
	(agree balances with receipts and payments account(s))			

	<b>Unrestricted funds</b> to nearest £	<b>Restricted funds</b> to nearest £	<b>Endowment funds</b> to nearest £
<b>B2 Other monetary assets</b>			
<b>Details</b>			
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
<b>B3 Investment assets</b>			
<b>Details</b>			
		-	-
		-	-
		-	-
		-	-
		-	-

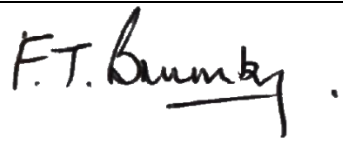

	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
<b>B4 Assets retained for the charity's own use</b>			
<b>Details</b>			
		-	-
		-	-
		-	-
		-	-

		-	-
		-	-
		-	-
		-	-
		-	-

**B5 Liabilities**

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Frederick Brumby	13/6/22
	Steven Holt	13/6/22

## Appendix 2 – Confirmation of external review of finances



### **EVS BOOKKEEPING SERVICES**

*Certified Bookkeeper*

3 Westwinds Gardens  
Winterton  
Scunthorpe  
North Lincolnshire  
DN15 9RY

Mobile: 07926072800  
E-mail: [evsbookkeeping@gmail.com](mailto:evsbookkeeping@gmail.com)

2nd February 2022

Epworth War Memorial Field  
F.A.O Carys McMahon  
55 Station Road  
Epworth  
Dacaster  
South Yorkshire  
DN9 1JY

Dear Mrs McMahon

Re: Epworth War Memorial Field  
Internal Audit of Account for year ended 31st December 2021

I have completed my independent audit of the Charities accounts for the year ended 31st December 2021.

All vouchers and records of transactions including bank statements and reconciliations were found to be in place and correct as presented.

If you need any further information please feel free to contact me.

Yours sincerely

A handwritten signature in black ink that reads 'Emma Von Sembach'.

Emma Von Sembach MICB PM Dip  
Certified Bookkeeper

Enc.





## Receipts and payments accounts

<b>For the period from</b>	Period start date 1st January 2021	<b>To</b>	Period end date 31st December 2021
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
<b>A1 Receipts</b>				
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Grants & Donations	19,507	-	-	19,507
Other	1,246	-	-	1,246
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total</b> (Gross income for AR)	<b>27,927</b>	<b>-</b>	<b>-</b>	<b>27,927</b>
<b>A2 Asset and investment sales, (see table).</b>				
Sale Of Tractor	5,850	-	-	5,850
	-	-	-	-
<b>Sub total</b>	<b>5,850</b>	<b>-</b>	<b>-</b>	<b>5,850</b>
<b>Total receipts</b>	<b>33,777</b>	<b>-</b>	<b>-</b>	<b>33,777</b>
<b>A3 Payments</b>				
Utilites	1,187	-	-	1,187
Insurances	2,980	-	-	2,980
Maintenance & Repairs	6,988	-	-	6,988
Other	716	-	-	716
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	<b>11,871</b>	<b>-</b>	<b>-</b>	<b>11,871</b>
<b>A4 Asset and investment purchases, (see table)</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>11,871</b>	<b>-</b>	<b>-</b>	<b>11,871</b>
<b>Net of receipts/(payments)</b>	<b>21,906</b>	<b>-</b>	<b>-</b>	<b>21,906</b>
<b>A5 Transfers between funds</b>	<b>- 4,000</b>	<b>4,000</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>12,939</b>	<b>-</b>	<b>-</b>	<b>12,939</b>
<b>Cash funds this year end</b>	<b>30,846</b>	<b>4,000</b>	<b>-</b>	<b>34,846</b>

# Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B1 Cash funds</b>	Current Account	<b>30,846</b>	-
	HSBC Money Manager	<b>24,645</b>	-
		-	-
	<b>Total cash funds</b>	<b>55,491</b>	-
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B2 Other monetary assets</b>		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

Categories	Details	Fund to which asset belongs	Cost (optional)
<b>B3 Investment assets</b>			-
			-
			-
			-
			-

Categories	Details	Fund to which asset belongs	Cost (optional)
<b>B4 Assets retained for the charity's own use</b>			-
			-
			-
			-
			-
			-
			-
			-
			-

Categories	Details	Fund to which liability relates	Amount due (optional)
<b>B5 Liabilities</b>			-
			-
			-
			-
			-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name

**CC16a**

**Last year**

**to the nearest £**

<b>1,900</b>
<b>564</b>
<b>3,848</b>
<b>16,581</b>
<b>1,387</b>
-
-
-
<b>24,280</b>

-
-
-

<b>24,280</b>
---------------

<b>1,773</b>
<b>1,744</b>
<b>18,012</b>
<b>1,185</b>
-
-
-
-
-
<b>22,713</b>

-
-
-

<b>22,713</b>
---------------

<b>1,567</b>
-
-
<b>1,567</b>



**Endowment funds**  
to nearest £

-
-
-
-

OK

**Endowment funds**  
to nearest £

-
-
-
-
-
-

**Current value (optional)**

-
-
-
-
-

**Current value (optional)**

-
-
-
-
-
-
-
-
-
-

**When due (optional)**


Date of approval




## EVS BOOKKEEPING SERVICES

*Certified Bookkeeper*

3 Westwinds Gardens  
Winterton  
Scunthorpe  
North Lincolnshire  
DN15 9RY

Mobile: 07926072800  
E-mail: [evsbookkeeping@gmail.com](mailto:evsbookkeeping@gmail.com)

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Emma Von Sembach MICB PM Dip  
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