

## **Levens Playing Fields AGM**

*DRAFT* Minutes of meeting held on 19<sup>th</sup> May 2021 by zoom

- 1. Present:** Stuart Duncan (Chair), Lyn Richardson (Secretary), Alice Sharples (Treasurer), Cllr Roger Atfield (Trustee and Levens Parish Council), Emma Banks (KEY Youth Worker), Janet Battye, Steve Bavin, Martyn Bland, Irene McKay, David Parry, Jamie Parry, Trinity and Mathilda.
- 2. Apologies for absence:** Cllr Susie Bagot
- 3. Minutes of previous AGM (22<sup>nd</sup> May 2019)** accepted as an accurate record. Noted that it was not possible to hold an AGM in May 2020 because of covid lockdown.
- 4. Matters arising:** There were none.
- 5. Young people's presentation on their proposals for the future development of the Playing Fields:** Jamie and Trinity led the presentation explaining that they set up a group of Older Children with help and support from Emma Banks (who they want to thank) and Dave Parry. 10 young people have been part of the group but, as lockdown has eased, they have gone back to school and been able to return to their leisure activities, so it's not always possible for all of them to attend the meetings with Emma which are now usually fortnightly.

They started by sending out a questionnaire to older children living in Levens, seeking their views and opinions on what they would like to see on the Playing Fields. They did this largely through distributing the survey form to young people going to school and putting it on Facebook. They had 28 responses: 80% said they want a Pump Track and 30% want a skateboard park. This would be a new facility for biking. They are thinking of either a tarmac pump track or one that can be pieced together and so can be moved. Within the Playing Fields, this would either be on the far side of the football field or in the MUG. For the skateboard park, they are interested in rails and ramps.

At present, most older children go round the village on their bikes or skateboards. This isn't very safe because of the traffic around the village. The advantage of putting it on the MUGA would be that it is already fenced and could have lights which would extend its use into the evening. This is a safe place away from houses. They have visited current pump tracks in Kendal and Ingleton.

**Discussion:** The young people were thanked for speaking well and their concerned commitment to this. Irene lives next door to the Playing Fields and is pleased to hear these ideas. She is aware of cars going up and down so it is important that children are safe. Questions were asked, including: There is a potential problem of the Pump Track attracting even more parked cars on the road alongside the Playing Fields. The response was that there are more Pump Tracks being built locally (eg Grange, Kendal, Windermere) which should reduce the attraction of one in Levens. Cllr Atfield said the Parish Council has been looking at traffic problems around the village and the need for white lines to restrict parking: he will take this up again. Sensible parking is important.

Have the young people looked at having a shelter (in the MUGA) and graffiti area ? Phase One is seen as providing the Pump Track and Skateboard track, with possible later developments (including a shelter etc).

Is there a local example of the type the young people want? An experimental version is being installed in Rochdale which could be visited.

Next Steps: It was agreed that there needs to be public consultation on this proposal and young people are asked to work up displays of the options (with pictures and images). There needs to be liaison with companies to help prepare material. This consultation could also include the community garden. There was further detailed discussion in the following ordinary Committee meeting and Emma will follow this up with the young people.

**6. Chair's Report:** Stuart Duncan welcomed people to the AGM: it has been 2 years since our last AGM and no explanation is needed as to why we missed last year's.

Since our last AGM where I expressed concern over the size of our committee, we doubled in size with the addition of Wendy, Sophie, Dave, Janet and Steve who have brought with them some great ideas, help enthusiasm and energy to complement the existing members but please do continue to actively persuade more people to join us.

We have always been fortunate to have enjoyed fantastic support from the Parish Council and the village as a whole, especially when it has come round to fundraising and work parties. Even this passed few months when fundraising has been particularly difficult, there has been some wonderfully creative ideas and events to keep the

funds topped up in particular from Hannah! So a big thanks to her. Who knows what the Christmas market might have made if we hadn't had to cancel due to such a high demand. But the idea was fantastic and hopefully we may be able to try again this year.

Two years ago, we embarked upon a long term ambitious plan, to replace the majority of the old, tired equipment and effectively create a brand new park. Alice and Lyn in particular spent an enormous amount of time applying for various funding to make the dream a reality. Their efforts with this and other park research combined with Martyn's knowledge and skills with all things park have created a fantastic play area for the children of Levens which appears to be being used by the whole of Cumbria and I am sure is the envy of the local villages. Although it isn't quite completed yet, I think everybody involved with the committee should be very proud of the results so far.

We again have a number of work parties planned for the summer and we have again appealed to the good nature of the locals to come along and help us with the next phase of our development.

Once again, we would like take the opportunity to thank the Parish Council in particular Roger and Sue for their continued support to us, both financially and with advice / views during our meetings.

Finally, after 7 years I have taken the decision to step down from my role as chairman. I originally stated this at the last AGM that I would do 12 more months. It turned out to be two more years. I am sure whoever the new chairman is, you will all give them as much help and support as you have given me. I will remain on the committee for at least another 12 months

Thanks to everyone for all your efforts over the last two years.

**7. Treasurer's Report:** Alice Sharple reported on the financial year April 2020 to March 2021: Current account opened the year with £17,170, and closed with £28,696

Income was £34,250 including SLDC covid grants totalling £19,669 (plus a further grant of £8,000 received on 12 May 2021)  
Fundraising totalled £750 (Christmas reindeer trail £55 and Levens to Levens race £720)  
(The Easter egg hunt in April 2021 has raised £226)  
Private donations £610  
Chip van £265

Orstead (windfarm) grant of £13,000  
Because of covid, it has not been possible to have the usual fundraising events (usually bringing in £5,000) nor any income from hiring (bowling, use of pavilion).

Expenditure totalled £45,606.  
The largest item was new playground equipment including £13,000 for the tractor and trailer and £28,000 to Playdale.

It has been a busy year with administration: the National Savings account has been closed and we have moved to online banking. An online fundraising platform is being set up and a Paypal account. We are being registered with HMRC for Giftaid.

Additionally there is a Charity account (with £8,044 in it) which is a sink fund for maintenance of the MUGA and Tennis Court, required as part of the conditions of a Sport England grant some years ago. In past years, £1,000 has been put into this each year but it was agreed that we would continue to hold this account (and no further contribution is necessary this year).

We also agreed that, although it would be desirable to have a "buffer" account with £5,000 for "rainy days", no further savings account is required at the moment because the flow of money is fluid and the current account currently has a healthy balance.

We thanked Adrian Atwood, a local resident, for his help with auditing the accounts and confirmed that we want him to continue to do this for us.

## **8. Election of Officers for 2021/22:**

We thanked current members of the committee, especially those who are standing down, and the committee was dissolved.

A new committee was confirmed:

**Chair: Lyn Richardson** Proposed by Stuart Duncan, seconded by Martyn Bland

**Secretary: Janet Battye** Proposed by Steve Bavin, seconded by Stuart Duncan

**Treasurer: Alice Sharples** Proposed by Lyn Richardson, seconded by Stuart Duncan

### **Committee members:**

Steve Bavin

Martyn Bland

Stuart Duncan

David Parry

**Parish Council:** Cllrs Roger Atfield (also a Trustee) and Janet Batty

**9. Any Other Business:**

- **Governance:** A question was asked about the formal arrangement of Trustee who seem to hold the legal arrangements for the lease of the Playing Fields from the Dallam estate. It seems that the Trustees are the Chair of the Parish Council, a District Councillor and the Vicar. It was AGREED to examine these so that we understand them and consider whether any revision needs to be proposed.

Annual General Meeting was concluded

Date	Income			Expenditure		Natwest Current	CCLA	Total
	Details	NatWest Current	CCLA	Details	Natwest Current	28,546.99	8034.55	36581.54
1/4/2020	Interest		2.96			28,546.99	8037.51	36,584.50
3/4/2020	Donation BACS	150				28,696.99	8037.51	36,734.50
6/4/2020	Donations via online platform	95				28,791.99	8037.51	36,829.50
6/4/2020				Willacy turf and soil	511.9	28,280.09	8037.51	36,317.60
9/4/2020				EON	20.58	28,259.51	8037.51	36,297.02
14/4/2020	Pavilion hire - crook dancers BACS	10				28,269.51	8037.51	36,307.02
28/4/2020	Orsted/Grantscape Grant	13000				41,269.51	8037.51	49,307.02
1/5/2020	Interest		2.08			41,269.51	8039.59	49,309.10
4/5/2020				Water plus	45.74	41,223.77	8039.59	49,263.36
6/5/2020	SLDC COVID Grant	10000				51,223.77	8039.59	59,263.36
11/5/2020	Donation BACS	50				51,273.77	8039.59	59,313.36
11/5/2020				BACS reimburse M Bland - Grass seed	34.5	51,239.27	8039.59	59,278.86
11/5/2020				Playdale final instalment - cheque	28205.46	23,033.81	8039.59	31,073.40
12/5/2020				EON	18.24	23,015.57	8039.59	31,055.16
13/5/2020				VFM Grass cutting BACS	1090	21,925.57	8039.59	29,965.16
1/6/2020	Interest		1.61			21,925.57	8041.20	29,966.77
9/6/2020				EON	17.98	21,907.59	8041.20	29,948.79
19/6/2020	Sale of exercise equipment to Crosthwaite School BACS	200				22,107.59	8041.20	30,148.79
1/7/2020	Interest		1.29			22,107.59	8042.49	30,150.08
10/7/2020				EON	20.87	22,086.72	8042.49	30,129.21
20/7/2020	Donation cheque	50				22,136.72	8042.49	30,179.21
3/8/2020	Interest		0.8			22,136.72	8043.29	30,180.01
10/8/2020				EON	18.69	22,118.03	8043.29	30,161.32
1/9/2020	Interest		0.3			22,118.03	8043.59	30,161.62
7/9/2020	Pavilion hire - crook dancers cheque	30				22,148.03	8043.59	30,191.62
7/9/2020	Transfer of petty cash	295.25				22,443.28	8043.59	30,486.87
10/9/2020				EON	19.91	22,423.37	8043.59	30,466.96
1/10/2020	Interest		0.11			22,423.37	8043.70	30,467.07
2/10/2020				NFU Insurance BACS	1237.24	21,186.13	8043.70	29,229.83
2/10/2020				Andrew Kitching hedge cutting BACS	79.08	21,107.05	8043.70	29,150.75

Date	Income			Expenditure		Natwest Current	CCLA	Total
	Details	NatWest Current	CCLA	Details	Natwest Current	28,546.99	8034.55	36581.54
12/10/2020				EON	29.75	21,077.30	8043.70	29,121.00
15/10/2020				Reimburse A Sharples for commemorative plaque BACS	70	21,007.30	8043.70	29,051.00
19/10/2020	Levens CE School grass cutting contribution BACS	363.33				21,370.63	8043.70	29,414.33
22/10/2020				Playdale - grass matting BACS	307.2	21,063.43	8043.70	29,107.13
22/10/2020				Flights of Fantasy - tractor/trailers BACS	13020	8,043.43	8043.70	16,087.13
2/11/2020	Interest		0.08			8,043.43	8043.78	16,087.21
10/11/2020				Bulb electricity - direct debit	20	8,023.43	8043.78	16,067.21
10/11/2020				EON	20.63	8,002.80	8043.78	16,046.58
11/11/2020				Playdale - Aerial runway parts BACS	59.38	7,943.42	8043.78	15,987.20
19/11/2020				Safe custody hold	25	7,918.42	8043.78	15,962.20
20/11/2020				Reimburse M Bland - varnish for horse repair BACS	17	7,901.42	8043.78	15,945.20
20/11/2020				Reimburse A Sharples - join fee for virgin fundraising platform BACS	150	7,751.42	8043.78	15,795.20
1/12/2020	Interest		0.09			7,751.42	8043.87	15,795.29
2/12/2020				Reimburse A Sharples - intial price didn't include £30 VAT cost BACS	30	7,721.42	8043.87	15,765.29
7/12/2020				EON - missing invoice	14	7,707.42	8043.87	15,751.29
8/12/2020	Chip van donations and reindeer trail - cash	265.86				7,973.28	8043.87	16,017.15
9/12/2020				Water Plus	124.19	7,849.09	8043.87	15,892.96
10/12/2020				Bulb DD	20	7,829.09	8043.87	15,872.96
4/1/2021	Interest		0.09			7,829.09	8043.96	15,873.05
11/1/2021				Bulb DD	20	7,809.09	8043.96	15,853.05
18/1/2021				Horse Refurb - reimburse M Bland BACS	57.47	7,751.62	8043.96	15,795.58
8/1/2021	Levens2Levens Running fundraiser - donations from Lyn Richardson	72				7,823.62	8043.96	15,867.58
8/1/2021				Horse Refurb - reimburse M Bland BACS	66.11	7,757.51	8043.96	15,801.47
1/2/2021	Interest		0.05			7,757.51	8044.01	15,801.52
10/2/2021				Bulb DD	20	7,737.51	8044.01	15,781.52
15/2/2021				Playdale Annual Inspection BACS	102	7,635.51	8044.01	15,679.52

Date	Income			Expenditure		Natwest Current	CCLA	Total
	Details	NatWest Current	CCLA	Details	Natwest Current	28,546.99	8034.55	36581.54
23/2/2021				Water Plus	93.9	7,541.61	8044.01	15,585.62
24/2/2021	SLDC COVID Grants	7573				15,114.61	8044.01	23,158.62
1/3/2021	Interest		0.07			15,114.61	8044.08	23,158.69
10/3/2021	SLDC COVID Grants	2096				17,210.61	8044.08	25,254.69
10/3/2021				Bulb DD	20	17,190.61	8044.08	25,234.69
<b>Totals</b>		34250.44	9.53		45606.82			
<b>Total Income</b>	<b>34259.97</b>							
<b>Total Expenditure</b>	<b>45606.82</b>							
<b>Total Profit</b>	<b>-11346.85</b>							

	Income		Expenditure			Cash Tin
Date	Details		Details		Transfer to Natwest	
15/6/2020	Sale of face masks - donations	66.4				250.45
1/9/2020	Tennis donations	92				342.45
1/9/2020	Bowling green donations	18				360.45
7/9/2020			Transfer of petty cash		295.25	65.20
13/10/2020	Cash donation	50				115.20
20/12/2020	Reindeer Trail	58.8				174.00
<b>Totals</b>		285.2		0	295.25	



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
The Levens Playing Fields Charity

**On accounts for the year  
ended**

2021

**Charity no  
(if any)**

**Set out on pages**

3-6

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021.

**Responsibilities and  
basis of report**

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~\*) in connection with the examination which gives me cause to believe that in, any material respect:

- ) accounting records were not kept in accordance with section 130 of the Act or
- ) the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

**Signed:** *A.M. Attwood*

**Date:** 10/01/2022

**Name:** Adrian Attwood

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

**Address:** 15 Nethercroft

Levens

Kendal, LA8 8LU

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**