

Claydon Playing Field Trust

**Annual Report and Accounts of the
Trustees
for year ended 31 March 2008**

Claydon Playing Field Trust
Trustees Report
for the Year ended 31 March 2008

The Trustee presents its Annual Report for the year ended 31 March 2008.

Reference and administrative information

The Trust is a registered with the Charity Commission.

The Trustee is the Parish Council (PC), and at the time of this report, the members of the PC were as follows:

David Hill	Chairman
Clive Mutch	
Robert Adams	
Ann Hoggins	
Rob Jones	

The Trustee members meet, in a public meeting, four times a year to discuss the business of the Trust.

Structure, governance and management

The Trust is managed on a day to day basis by the Playing Field Management Committee ('Committee') which at the time of this report consisted as follows:

Christina Kennedy	Chairman
John Bryer	Vice Chairman
Russ Jackson	Treasurer
Lisa Simmons	Secretary
Tracy Neal	
Mark Simmons	
Kate Wicks	

During the year Jenny Jones resigned as Treasurer/Secretary and Colin Marchinton resigned as Chairman. Thanks are acknowledged by the Committee and the Trustee for the efforts of both in maintaining a solid financial base and securing the multi-play equipment.

The Committee acts as an agent for the Trustee and is governed by Terms of Reference issued in February 2006.

The Committee holds at least four public meetings a year and meets at other times to discuss special events and forward planning. Informal meetings are usually held at members' houses to keep costs to a minimum.

Friends of the Playing Field

The Committee are aware that not everyone wants to be on a committee but we do need people who are available to support us on a regular basis with organising events and general ongoing maintenance. We therefore welcome anyone who would like to be a Friend of the Playing Field.

Objectives, financial review and activities

The objectives of the Trust are defined in the Trust Deed, which is filed with the Charity Commission. Under the Trust Deed the Trustee shall provide and maintain a recreation ground for the benefit of the inhabitants of the Parish of Claydon with Clattercote (the area of benefit) without distinction of political, religious or other opinions, with the object of improving the conditions of life for the said inhabitants.

Financial Overview

2007/8 has been a full year of events. Although cash funds have decreased by £1,468 to £2,596 from £4,064 in 2007, during the period, thanks to sponsorship, we were able to add considerably to the assets of the Trust, by the purchase of two marquees and other event equipment. In addition, thanks to a grant and donations we were able to secure the storage container, solving the ongoing storage problems. The Trust has therefore increased asset values by £5,580 during the period.

Fundraising

In the period funds have benefited from the efforts of many villagers. Our thanks go to all who have been so involved and we look forward to their continued support. Fund raising events during the period raised net funds of £3,677 (2007 £910). These funds include net proceeds from the Claydon Festival £1,067, the Bonfire Night £390, Quiz Nights and Bingo £88 and the 100club £175.

Costs

The largest maintenance cost for the period is the grass cutting £657 (2007 £480)[£70 remains unpaid at the yearend]. The PC provided for costs up to £1,000 from the annual precept but as can be seen from the accounts, total running costs without undertaking any repairs were £854. After including the costs of painting the play equipment and the bench installation, it can be seen that the Trust was required to use some reserves. The Committee are aware of concerns by villagers that the grass in the play area needs cutting more frequently. However we can not afford to increase the number of grass cuts and has therefore purchased a strimmer. It is hoped that with the help of volunteers the children's' play area can be kept in better condition.

Future Activities

The Trustee, on recommendation of the Committee, is looking to improve facilities on the field over the coming years for the benefit of all community. These are to be considered as follows in order of priority and will be subject to evaluation of cost and benefit before any development is made:

High Priority

- Nature Trail –this is based on the cycle path in the plans drawn up by Robert Adams. It will however have a greater purpose in providing a walking area for users as the field is currently very unlevel and often wet. It could also be used by those walking/jogging for exercise.

Medium Priority

- Drainage on field
- Football Pitch
- Roundabout

Low priority

- Car parking/ gates

Approved by the Trustee and signed on its behalf by

David Hill
Chairman

8th July 2008

Independent Examiner's Report

I report on the accounts of the Trust for the year ended 31 March 2008, which are set out on pages 4 to 6.

Respective responsibilities of the Trustee and examiner

The Trustee is responsible for the preparation of the accounts. The Trustee considers that an audit is not required and that an independent examination is needed. It is my responsibility to

- examine the accounts under section 43(3) (a) of the 1993 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 43(7)(b) of the 1993 Act; and
- state whether particular matters have come to my attention.

Basis of an independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the church 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 you as the church's trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

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
 - a. to keep accounting records in accordance with section 41 of the 1993 Act
 - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed D Evans
Address 18 Manor Park
 Claydon
 Banbury
 OX17 1HH

Date 13th August 2008

Claydon Playing Field Trust
Accounts for year ending 31 March 2008

Receipts & Payments Account

<i>Income</i>	<i>General</i>	<i>Restricted</i>	<i>2008 Total</i>	<i>2007 Total</i>
Precept payment	£1,000.00		£1,000.00	£1,000.00
Loan repayment				£2,010.17
Donations General				
Festival		£2,550.00	£2,550.00	
Container		£200.00	£200.00	
General	£20.00		£20.00	145.07
Donations gift-aided				
Container		£500.00	£500.00	
Bonfire		£205.00	£205.00	
Fund raising events				
100 Club Draw	£375.00		£375.00	£995.00
Quiz	£115.00		£115.00	£345.00
Festival	£1,860.04		£1,860.04	£205.47
Bonfire	£878.26		£878.26	£426.12
Bingo	£222.00		£222.00	
Multiplay opening			£0.00	£135.41
Total Receipts	£4,470.30	£3,455.00	£7,925.30	£5,262.24
Payments				
Room hire	£30.00		£30.00	£37.50
Development				
Container loan- <i>see note 4</i>	£2,500.00		£2,500.00	
Marquee & equipment	£587.35	£2,000.00	£2,587.35	
Fund raising events				
100 Club Draw	£200.00		£200.00	£495.00
Quiz	£123.43		£123.43	£153.34
Festival	£1,482.97		£1,482.97	£170.01
Bonfire	£390.48	£205.00	£595.48	£308.52
Bingo	£126.00		£126.00	
Multiplay opening				£70.50
General maintenance costs				
Insurance	£110.25		£110.25	
Grass cutting	£587.50		£587.50	£480.00
Locks and chains	£23.96		£23.96	£39.44
Gate parts	£59.57		£59.57	
Bench inst'n	£120.00		£120.00	
Play equipment paint	£350.00		£350.00	
ROSPA inspection	£117.50		£117.50	
Maintenance equipment	£343.75		£343.75	
Protective wear, etc	£29.94		£29.94	
Sundry	£5.22		£5.22	
Total payments	£7,187.92	£2,205.00	£9,392.92	£1,754.31
Excess (Deficit) to Reserves	(£2,717.62)	£1,250.00	(£1,467.62)	£3,507.93
Funds at 1st April 2007				
	£4,063.69	Nil	£4,063.69	£555.76
Excess/(deficit) for year	(£2,717.62)	£1,250.00	(£1,467.62)	£3,507.93
Funds at 31 March 2008	£1,346.07	£1,250.00	£2,596.07	£4,063.69

The notes on page 6 form part of these accounts.

Claydon Playing Field Trust
Statement of Assets and Liabilities as at 31 March 2008

	<i>Notes</i>	Unrestricted funds	Restricted funds	2008 Total	<i>2007 Total</i>
Monetary assets					
Cash		£44.50		£44.50	<i>Nil</i>
Bank current a/c	2,3	£1,301.57	£1,250.00	£2,551.57	<i>£4,063.69</i>
		£1,346.07	£1,250.00	£2,596.07	<i>£4,063.69</i>
Other monetary assets					
Container Grant	4	£809.00		£809.00	
Gift Aid Tax reclaim			£197.40	£197.40	
		£809.00	£197.40	£1,006.4	<i>Nil</i>
Assets					
		£34,140		£34,140	<i>£28,560</i>
	5,6	£34,140		£34,140	<i>£28,560</i>
Liabilities					
Grass cutting		£70.50		£70.50	<i>Nil</i>
		£70.50		£70.50	<i>Nil</i>

There were no contingent liabilities.

The notes on page 6 form part of these accounts.

These financial statements were approved by the Trustee on 8 July 2008.

David Hill
Chairman

Russ Jackson
Treasurer

Claydon Playing Field Trust
Notes to the Accounts for year ending 31 March 2008

1 Accounting policies

The financial statements have been prepared in accordance with section 42(3) of the Charities Act 1993 using the receipts and payments basis.

2 Restricted Funds

These funds have been donated for special purposes, being future development of the field and the provision of the storage container. These funds can not be used for general purposes without the prior written agreement of the donors.

3 General funds and Reserves

The Trustee has a policy to hold reserves for general use of a minimum of £500, being sufficient to cover 4 months general expenditure in the event of an emergency.

4 Container Costs

The Parish Council had secured a grant of 50% of the costs of this project which had been budgeted at £2,618 excluding VAT. The Trust agreed to fund the remaining 50% of the costs. The Trustees provided an interest free loan of £2,500 to the Parish Council to enable them to pay for the container and associated costs until the grant and VAT could be repaid. Total project costs paid (excluding VAT) at 31 March 2008 amounted to £2,128. At the beginning of April the Trust received payment from the Parish Council of £1,130 in respect of grant and VAT received to the end of March 2008. Therefore at 31 March the amount paid towards the cost by the Trust was £1,064 and £306 was owed to the Trust from the Parish Council.

5. Assets of the Trust

These are shown at purchase value and are detailed below at 31 March 2008:

General Tools	£ 580
Event Equipment	£ 2,850
Games Equipment	£25,055
General: fencing etc	£ 3,655
Storage Container	£ 2,000

Total £34,140

No account has been made for depreciation.

The asset value at 31 March 2007 was £28,560

6 The Playing Field

No asset valuation has been included for the field

Contact Addresses

Trust Chairman

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Copies of the accounts are also available on the village website: www.claydonvillage.net