

Claydon Playing Field Trust

**Annual Report and Accounts of the
Trustee
for the year ended 31 March 2009**

Claydon Playing Field Trust
Trustee Report
for the Year ended 31 March 2009

The Trustee presents its Annual Report for the year ended 31 March 2009.

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:

Vacant	Chairman
John Bryer	Vice Chairman
Mike Smith	Treasurer
Kate Wicks	Secretary
Steve Cockerill	
Paul Jones	

During the year Russ Jackson, Mark Simmons, Lisa Simmons, Tracy Neal and Christina Kennedy resigned. Thanks are acknowledged by the Committee and the Trustee for the efforts of all five for their work carried out in their roles.

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

Events in 2008/9 were one Bingo night, two quiz nights, the summer dog show; the bonfire night and we ran the 100 club three times. Cash funds have increased by £2,214 to £4,810 from £2,596 in 2008, during the period. A generator was purchased in the year for £645 and this has now become an asset to the Playing Field.

Fundraising

In the period funds have benefited from the efforts of many villagers. Our thanks go to all who have been involved and we look forward to their continued support. Fund raising events during the period raised net funds of £1,253 (2008 £3,677). These funds include net proceeds from the Dog Show £141, the Bonfire Night £127, Quiz Nights and Bingo £325 and the 100 Club £660.

Costs

The largest maintenance cost for the period is the grass cutting £850 (2008 £657). The PC provided for costs up to £1,054 from the annual precept but as can be seen from the accounts, total running costs without undertaking any repairs were £1,434. 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. 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 the community. The main priority for the Committee at present is to find a new Chairperson and then a more detailed plan of future projects can be made.

Approved by the Trustee and signed on its behalf by

David Hill
Chairman

2009

Independent Examiner's Report

I report on the accounts of the Trust for the year ended 31 March 2009, 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
Address

Date

2009

Claydon Playing Field Trust
Accounts for year ending 31 March 2009

Receipts & Payments Account

<i>Income</i>	<i>General</i>	<i>Restricted</i>	<i>2009 Total</i>	<i>2008 Total</i>
Precept payment	£1,054.21		£1,054.21	£1,000.00
Loan repayment				
Donations General				
Festival			£0.00	£2,550.00
Container	£1,480.06		£1,480.06	£200.00
General	£50.00	£500.00	£550.00	£20.00
Donations gift-aided				
Container			£0.00	£500.00
Bonfire		£100.00	£100.00	£205.00
Fund raising events				
100 club draw	£1,360.00		£1,360.00	£375.00
Quiz	£182.00		£182.00	£115.00
Dog show/Festival	£490.25		£490.25	£1,860.04
Bonfire	£582.99		£582.99	£878.26
Bingo	£261.00		£261.00	£222.00
Total Receipts	£5,460.51	£600.00	£6,060.51	£7,925.30
Payments				
Room hire	£45.00		£45.00	£30.00
Development				
Container loan- <i>see note 4</i>	£0.00		£0.00	£2,500.00
Marquee & equipment	£644.96		£644.96	£2,587.35
Fund raising events				
100 club draw	£700.00		£700.00	£200.00
Quiz	£26.83		£26.83	£123.43
Dog show/Festival	£349.20		£349.20	£1,482.97
Bonfire	£455.23	£100.00	£555.23	£595.48
Bingo	£90.50		£90.50	£126.00
General maintenance costs				
Insurance	£113.21		£113.21	£110.25
Grass cutting	£850.50		£850.50	£587.50
Hedge trimming	£80.00		£80.00	£0.00
Locks and chains	£0.00		£0.00	£23.96
Gate parts	£0.00		£0.00	£59.57
Bench installation	£0.00		£0.00	£120.00
Play equipment paint	£0.00		£0.00	£350.00
ROSPA inspection	£81.00		£81.00	£117.50
Maintenance equipment	£279.70		£279.70	£343.75
Protective wear, etc	£5.11		£5.11	£29.94
Sundry	£25.00		£25.00	£5.22
Total payments	£3,746.24	£100.00	£3,846.24	£9,392.92
Excess (Deficit) to Reserves	£1,714.27	£500.00	£2,214.27	£(1,467.62)
Funds at 1st April 2008	£2,596.07	Nil	£2,596.07	£4,063.69
Excess/(deficit) for year	£1,714.27	£500.00	£2,214.27	£(1,467.62)
Funds at 31 March 2009	£4,310.34	£500.00	£4,810.34	£2,596.07

The notes on page 6 form part of these accounts.

Claydon Playing Field Trust
Statement of Assets and Liabilities as at 31 March 2009

	<i>Notes</i>	Unrestricted funds	Restricted funds	2009 Total	<i>2008 Total</i>
Monetary assets					
Cash		£88.60		£88.60	£44.50
Bank current a/c 1	2,3	£3,221.74	£500.00	£3,721.74	
Bank current a/c 2	2,3	£1,000.00	£0.00	£1,000.00	£2,551.57
		£4,310.34	£500.00	£4,810.34	£2,596.07
Other monetary assets					
Container Grant	4	£0.00		£0.00	£809.00
Gift Aid Tax reclaim		£246.80	£0.00	£246.80	£197.40
		£246.80	£0.00	£246.80	£1,006.40
Assets					
		£31,781		£31,781	£34,140
	5,6	£31,781		£31,781	£34,140
Liabilities					
Grass cutting		£0.00		£0.00	£70.50
		£0.00		£0.00	£70.50

There were no contingent liabilities.

The notes on page 6 form part of these accounts.

These financial statements were approved by the Trustee on 2009.

David Hill
Chairman

Mike Smith
Treasurer

Claydon Playing Field Trust
Notes to the Accounts for year ending 31 March 2009

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 total container project costs amounted to £2,529 of which the Trust received grants received grants totalling £1,370 therefore the net cost to the Trust was £1,159. A specific donation of £500 was made towards this project in 2008 so therefore the Trust only reduced its own funds by £659.

5. Assets of the Trust

These are shown at purchase value less depreciation and are detailed below at 31 March 2009:

	Cost b/f		Cost	Dep'n	NBV
	1/4/08	Additions	31/3/09	10%	31/3/09
	£	£	£	£	£
General Tools	580		580	58	522
Event Equipment	2,850		2,850	285	2,565
Games Equipment	25,055		25,055	2,506	22,549
General: fencing	3,655		3,655	366	3,289
Storage Container	2,000	529	2,529	253	2,276
Generator		645	645	65	580
	34,140	1,174	35,314	3,533	31,781

From 1/4/08 the assets are being depreciated on a 10% straight line basis.
The asset value at 31 March 2008 was £34,140

6 The Playing Field

No asset valuation has been included for the field

Contact Addresses

Trust Chairman

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Vacant

Treasurer – PFMC

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