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## **STOKE SUB HAMDON SPORTS & RECREATION TRUST**

CHARITY NO 1063874  
VAT NO 780 8830 01

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# **STOKE SUB HAMDON SPORTS AND RECREATION TRUST**

## **CHARITY NUMBER 1063874**

### **TRUSTEES ANNUAL REPORT FOR FY 2019**

#### **ISSUE 1**

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### **STOKE SUB HAMDON SPORTS AND RECREATION TRUST**

#### **ANNUAL GENERAL MEETING – 3<sup>rd</sup> MARCH 2020**

#### **CHAIRMAN'S REPORT**

##### **1. INTRODUCTION**

The Sports and Recreation Trust is an unincorporated charitable association. It was established in 1997 to provide sports and recreation facilities for the Stoke sub Hamdon area.

The Sports and Recreation Trust consists of the following member organisations:

- Parish Council
- Senior and Youth Football clubs
- Castle School Governors / Friends of Castle School

There are also a number of individuals who are members of the Trust. These Trustees are governed by the charity constitution and form the Executive Committee, which not only manages the day-to-day operations and activities of the Trust but also carries out the stated objects in the constitution. All Trustees are registered with the Charity Commission in the Annual Report.

Three Honorary Officers, the Chairman, the Treasurer and the Secretary, are elected from amongst the Executive Committee by the Trustees at the Annual General Meeting and hold their posts for one year.

The following were Trustees and formed the Executive Committee during 2019:

Chairman:	Peter Hulett (Stood down as Chairman April 2019)
Chairman:	John Allan (Co-opted April 2019)
Treasurer:	Rebecca Merrick
Secretary:	Ron Masters
Senior Football Club:	Neil Raison
Youth Football Club:	Tim Brookes, Kim Campbell (stepped down in July 2019)
Castle Street School:	Vacant
Parish Council:	Vacant
Individual Members:	Peter Hulett (Co-opted April 2019) Denise Burton Penny Trapnell Robert Manning Paul Jeffrey Pat Jenkins (stepped down in Dec 2019) Jeanie Augarde
Honorary Member:	Sylvia Seale

##### **2. ORGANISATION**

The Trust has organised itself into five sub committees, which, with the exception of Future Projects, are allocated annual budgets by the Executive Committee under the Annual Budget Plan. The sub committees have budgetary authority and responsibility within their designated budget and can revert to the Executive Committee if additional funding is required.

The sub committees are represented on the Trust Executive Committee and can recruit non-Trust members to meet their annual commitments. The sub committees and representatives are as follows:



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**Facilities Management Committee** – is responsible for managing and maintaining the existing facilities at West Street. The sub-committee is chaired by Peter Hulett.

**Future Projects Committee** - is responsible for scoping new projects for the approval of the Trust. The sub-committee is chaired by Peter Hulett, supported by John Allan.

**May Fayre Committee** – is responsible for organising fund-raising events for the Trust and other projects in the community. The sub-committee is chaired by Denise Burton.

**Charity Shop Committee** – is responsible for managing the Charity Shop, which raises funds for the Trust and other projects in the community. The sub-committee representatives on the Executive Committee are Robert Manning as Chair and Penny Trapnell as Vice Chair.

**Stoke Performing Arts Group (SPAG)** – is a village group that was established in 2016 and became a sub-committee within the Trust for financial management, fund raising and other administrative requirements. The SPAG representative on the Executive Committee is Jeanie Augarde.

### **3. ADMINISTRATION**

Over recent years a significant amount of work has been undertaken to upgrade the administrative organisation of the Trust. We aim to regularly review the constitution, our operating systems, policies, forms and documents.

The Trust now has in place the following administrative system:

- Operating Manual Part 1 – Constitution – Issue 1, comprising the Constitution, responsibilities and liabilities of Trustees;
- Operating Manual Part 2 – Governance – Issue 2, comprising the Management Committee responsibilities and liabilities, the organisation of the Trust, Meetings, Terms of Reference;
- Operating Manual Part 3 – Operating Procedures – Issue 1, comprising the Finance, Facilities Management, May Fayre and Other events, Charity Shop, Future Projects, Stoke Performing Arts Group and a Calendar of Events;
- Operating Manual Part 4 – Issue 3, comprising Policies, Forms, Documents and Agreements. The following policies are adopted:
  - SRT Policy 001 Finance Policy
  - SRT Policy 002 Health and Safety Statement
  - SRT Policy 003 Health and Safety Policy
  - SRT Policy 004 Risk Assessment Policy
  - SRT Policy 005 Fire Safety Policy
  - SRT Policy 006 First Aid Policy
  - SRT Policy 007 Drugs and Alcohol Policy
  - SRT Policy 008 Complaints and Grievance Policy
  - SRT Policy 009 Safeguarding
  - SRT Policy 010 Volunteer Management
  - SRT Policy 011 Inspections Policy
  - SRT Policy 012 Conflict of Interest Policy
  - SRT Policy 013 Grants Policy
  - SRT Policy 014 Data Protection Policy
  - SRT Policy 015 Code of Conduct
  - SRT Policy 016 Diversity Equal Opportunities Policy
  - SRT Policy 017 Commercial Procurement
  - SRT Policy 018 Smoking Policy
  - SRT Policy 019 Control of Contractors



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The aim is to have all Policies reviewed during the course of 2020.

### **4. ACHIEVEMENTS AND SUCCESSES IN 2019**

#### **4.1 Contributions to the Community**

The whole community saw the benefit of a new adventure play area and outdoor gym on the Recreation Ground with a total expenditure of £162,576.21, facilitated in no small way by S106 money and an enormous amount of grant funding and generous donations.

The Charity Shop and May Fayre committees provided grant support of £8,642.97 to community projects in 2019. The main benefactors from their grants were Hamdon Playgroup, Stanchester PFTA and pupils, the Guides and Brownies, HCAP, the Friends of Ham Hill, Stoke Working Men's Club, Hamdon Youth Group, and Stoke Luncheon Club.

In addition, the Stoke Youth FC and Stoke FC benefited from new and upgraded floodlighting for their training area totalling a cost of £27,044.00, in addition to a porch extension to the sports pavilion.

The full breakdown of the projects that have benefitted from Trust, Charity Shop and May Fayre grants is detailed in the Treasurers Report at Appendix 1. This shows that since December 2011, the Trust, including through received grant funding and donations, has been able to provide over £281,000 in support of community projects.

Whilst the closing bank balance for FY2019 is a healthy ££41,691.36, the Trust has £23,496.05 financial commitments as follows:

- Charity Shop Relocation £4,554.58
- Charity Shop Grant allocation £1,000.00
- Charity Shop Stanchester Quilters Award £159.04
- Security Cameras for Play Area £1,725.15
- Facilities Commitments £7,347.75
- 2020 5 Yr Plan Future Projects £4,007.95
- Floodlight Sinking Fund £200.00
- Stoke Performing Arts Group £4,501.58

This leaves an unallocated amount of £18,195.31 to cover operating costs for FY2020. A full breakdown of funds allocated or ring-fenced is in the Treasurers report at Appendix 1.

#### **4.2 Progress Against Adopted Projects Plan FY 2019**

The progress on the projects in the Adopted Projects Plan is as follows:

**The Adventure Play Area and Outdoor Gym Equipment Project** was launched in December 2018. The contract was placed with Mant Leisure in early January 2019 and work started on-site in June. The work progressed quickly with the Play Area and Outdoor Gym equipment made available for use towards the end of July. A formal opening ceremony was carried out by the recently retired District Councillor, Sylvia Seal on 17th August. A copy of a full final report for the project is at Appendix 7.

**The Training Area Floodlights Project** was successfully completed in 2019. Its full benefit wasn't truly seen until the onset of the dark autumn evenings. There has been a vast improvement to the quality and coverage of the lighting, benefitting the safety and use of the area for the youth and men's teams, and with significantly less light spillage beyond the confines of the area for the benefit of the wider area.

**The Pavilion Porch Extension** was completed in 2019 by Barry Gosney. This has provided a sympathetic addition to the original building, creating a new seated area for players to remove their boots before entering the



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main part of the pavilion building with the express intention of preserving the useful life of the facility and protecting the main entrance door from the elements.

### 4.3 Recreation Ground Management

The Trust is responsible for managing the Recreation Ground on behalf of the Parish Council, who is the leaseholder and has an agreement with the Parish Council to that effect. The budget for 2019 was £23,723.40, which included the drainage project, £5,492.40, on the new pitch. The actual spend was £19,462.76 and the key elements of the spend against budget are as follows:

- The drainage project was not completed because the selected contractor was unable to complete the project due to illness. This project is now included in the Facilities Management Plan FY 2020.
- Grass cutting was below budget plan because of weather conditions / grass growth rates in the summer months.
- Buildings maintenance was well above budget with a spend of £5,024.02 against a budget of £1,200.00 – however a lot of necessary maintenance was carried out and the buildings are now in a good condition:
  - The interior and exterior of the buildings and the picnic tables were painted;
  - New fire extinguishers were installed;
  - Electrical and fire safety repairs were carried out after the fire safety audit.
- The BMX track maintenance was completed.
- Skateboard park repairs were completed.
- Electrical safety certification was completed with some rectification work required, actual spend £1,579.74 against a budget of £480.00

The maintenance of the Recreation Ground and all its facilities to a high standard for use by the community over the past nine years is as follows:

Year	2011 (£)	2012 (£)	2013 (£)	2014 (£)	2015 (£)	2016 (£)	2017 (£)	2018 (£)	2019 (£)
<b>Actual Cost:</b>	6,628	10,944	13,579	15,188	18,339	16,969	16,287	9,190	19,463
<b>Budget:</b>		10,590	17,346	17,232	16,572	20,473	17,572	16,974	23,723

The Trust is supported by the Parish Council, who pays the lease, public liability insurance, buildings insurance and provides an annual grant towards the maintenance costs of £4,000.00. The Parish Council, as the leaseholder, owns all the facilities on the Recreation Ground and consequently has a sinking fund for these facilities. Also included in the **Income – Grants** budget for last year was the South Somerset District Council S106 grant funding of £5,492.40 for the drainage project. Total planned income was £9,543.55, the actual achieved was £10,996.23, which includes additional unbudgeted S106 commuted sum contributions for Changing Rooms.

The Trust has income from the use of the facilities by the teams, however a decision was taken to keep the charges as low as possible, especially for the youth teams in order to encourage more young people to get involved. This policy, in association with a very motivated and dedicated Youth Football Club management and coaching team, has allowed them to grow dramatically over the past few years. Planned income was £1,560.00, the actual achieved was £2,034.00.

The balance of the funds required for the maintenance of the Recreation Ground, £8,466.23, was raised through the fund-raising activities of the Charity Shop and the May Fayre Committee.

Finally, Castle School is beginning to make more use of the Recreation Ground for sports days and other activities.



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### **4.4 Charity Shop and May Fayre Fund Raising**

The Trust has two main means of fund raising, the Charity Shop and the May Fayre committee and their reports are at Appendices 2 and 3 respectively. 2019 was another exceptional year for both committees and none of this would be possible without the hard work, dedication and commitment of all the volunteers in both organisations.

The Charity Shop achieved excellent results with an actual income of £28,143.85, and with operating costs managed carefully to come in below budget. There is a lot of innovative thought, ideas and actions by the Charity Shop team to maximise income and control costs and these efforts have been very successful. Well done to all concerned. The pending move of premises within the village is another chapter with greater opportunities to allow the shop to continue to flourish.

The May Fayre also had an exceptional year, with an actual income of £14,613.83, which was well above the planned budget. Operating costs also came in below budget, with an amazing overall profit in the region of £8,500. Once again, well done to all concerned.

The Charity Shop and May Fayre committees can nominate projects for grant support from their profits up to 50% for the Charity Shop and 25% for the May Fayre.

### **4.5 Stoke Performing Arts Group (SPAG)**

SPAG continues to go from strength to strength. 2019 saw two innovative but highly successful events:

- The 'Pint Sized Plays' - a collection of short plays, including two written by Angela Hodges. These were initially performed over two nights in the Working Men's Club in July, and later reprised for one night in September for the Somerset Arts Week, performed in the HCAP building.
- The 'Murder Mystery Dinner', with a plot and characters written by Angela Hodges, was performed in the Memorial Hall for two nights in November, including a 3-course meal prepared and served by Lyn Foley and her catering team.

SPAG continues to be financially very successful with each event making a profit. SPAG now has £4,501.58 ring-fenced in the Trust's accounts, as at the end of 2019. This is a tremendous achievement for a small, but nevertheless dedicated, community theatre group. Of further particular note from 2019 is the £1000 donation made by SPAG to the Working Men's Club for the fitting of new soundproofed doors between the bar and top room, and the £500 donation to the 'Save our Shop' appeal that was led by Lyn Foley.

Again, the hard work, motivation and commitment of the cast, the directors, producers, props, costumes, lighting and technical teams make these events very enjoyable for the community and very successful for SPAG.

A full report, including future planned events, is at Appendix 6.

### **4.6 Volunteers**

The major strength of the Trust is its hardworking, motivated and innovative volunteers and this cannot be emphasised enough. Everyone who makes all this happen is a volunteer and without them we would not be able to do any of the things we currently undertake and plan to do for the community.

We currently have a core of 11 volunteers who form the Trust and its Executive Committee. These include people from member organisations who are also fully engaged in their activities, such as the footballers and the Parish Council.

We have a fantastic group of about 50 volunteers making the Charity Shop work. Keeping it open for six days a week is no small task and the behind the scenes management by the Shop Committee is fantastic.





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The May Fayre committee comprises a small core team of volunteers during the year, which increases as people come in to help on the day of the events. These folks are to be commended for their hard work and innovation, which brings us some amazing events in the village – events of which the village should be justifiably proud.

Finally, there is a core team of five volunteers forming the SPAG committee, which increases to between 15 and 25 for any given production, carry out tasks ranging from the cast, wardrobe, technical, props and scenery and safety.

We would welcome the membership of other village and community organisations that have similar objectives of improving education, sport and recreation facilities. If you wish to join the Trust, please contact any of the Trustees.

Being a volunteer is hard work, makes demands on your time, but comes with enormous rewards. The only limit is your imagination – what we have achieved in the past years is the proof of that. If you are interested, please talk to one of the Trustees after the meeting.

### **5. OBJECTIVES AND CHALLENGES FOR 2020**

#### **5.1 Planned Projects Plan for FY 2020**

The Trust adopted its 2020-2025 Five Year Strategy in August 2019. From that it is hoped that a number of identified projects can be progressed in 2020, as follows:

- **Adventure Play Area Phase 2:**
  - **Improved access**  
There is a requirement to improve the surface in the car parking area and access to the Recreation Ground from West Street, access from Matts Lane, and footpath links from these points of access to the Adventure Play Area. A significant source of funding for these elements will likely come from S106 funds from the West Street and Great Field Lane developments. A watching brief will determine when these funds will become available to source from SSDC.
  - **Security systems / cameras**  
A purchase order has been issued to P&G Securities for these works and a deposit payment made. The works are due for completion in March 2020 and will provide for a safer and more secure environment around the Adventure Play Area. The co-operation of Radfords Fudge to help facilitate this project is very much appreciated.
  - **Skateboard Park upgrade**  
It is intended that works will start in earnest in 2020 to commence the initial phases of this long term project to explore all the options for replacing and updating the existing skateboard park, a very popular and well used facility, but which, despite regular maintenance, is nearing the end of its useful life.
- **Training Area – Floodlights – Phase 2:**  
Netting along northern edge of training area is required to provide the necessary levels of safety to users of the training area and to traffic / pedestrians. £1000 has already been ringfenced for this project with further funding subject to a watching brief for release of S106 money.
- **Improved storage facilities to rear of the pavilion**  
The storage area behind the pavilion needs to be made more users-friendly for storage of equipment. To that end, it is proposed to clear all weeds etc from inside the area and to surface the ground with tarmac. £1000 has already been ringfenced for this project with further funding subject to a watching brief for release of S106 money.
- **Improved pedestrian route to the memorial bench and south-west corner of the Recreation Ground**  
A Purchase Order has been issued to Barry Gosney for these works, which are due to be completed in the spring of 2020. This will provide much improved and safer access for those wishing to access the memorial bench.
- **Improved pitch drainage and goalmouth repair**



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A Purchase Order has been issued to MJ Abbott for these works and a deposit payment made. These works are due to be completed in the early part of the summer of 2020. This will provide much improved ground conditions and a safer playing surface for the footballers.

### **Summary**

The Trust has another busy year ahead with a range of planned projects to improve sports and recreation facilities around the village. The Trust has a total of £11,355.70 ring-fenced for these projects alone.

### **5.2 Maintenance and Upkeep of the Recreation Ground**

A major task for the Trust will be the maintenance and upkeep of the Recreation Ground – keeping this large area and its facilities fit for use by not only the football clubs, but also other members of the community. The Trust provided the Parish Council with the Facilities Maintenance Plan FY 2020, Issue 2 30<sup>th</sup> December 2019, which provides a detailed breakdown of the planned budget of £22,359.40 for the year. Key items in the budget include:

- Grass cutting: £7,000.00
- Drainage work on the new pitch: £5,492.00 (included in budget)
- Pitch repair – goalmouths £1,200.00
- Skateboard park maintenance: £1,500.00
- Pitch marking: £1,440.00

It can be seen from above that there are significant costs in grounds maintenance, however it should be borne in mind that a large area of grass is kept trim and in good condition for all to use – it is a lot more than just football pitches.

The Trust has the following maintenance plans in place for the equipment installed in 2019:

- Training Area – Fixed Floodlight Project Maintenance Plan Issue 2 19<sup>th</sup> March 2019, which includes the inspection cost which is built into the budget. There is no planned maintenance as warranties cover the first 5 years post installation.
- Pavilion Improvement Porch Maintenance Plan Issue 1 March 2019, which includes projected inspection and maintenance costs which are included in the budget.
- Activity and Adventure Hub Maintenance Plan Issue 1 August 2018, which includes projected inspection and maintenance costs which are included in the budget.

The Trust has also established a sinking fund for the floodlights, which is set at £250.00 per annum based on contributions from the user groups and the Trust.

As the facilities on the Recreation Ground increase and the existing installations age, so the operating /maintenance costs increase and meeting these increased costs and commitments will be a major target for the Trust in the future.

### **5.3 Communication**

Part of the plan for 2020 is to improve communication with the community by the Trust and its sub committees, through the Newsletter, the website and Facebook.

The website provides access to news about the Trust and its projects and events. It will also provide the opportunity for people to look at reports such as the Adopted Projects Plan, Trust Annual Reports and Accounts, Facilities Maintenance Plans and the Accounts.





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### 5.4 Key Events for 2020

**Completion of CCTV coverage for the Adventure Play Area.** Due for completion March 2020

**The May Fayre** has become a major event in the local area calendar. It takes place on the Recreation Ground in the centre of the village and the Priory grounds – again by kind permission of the National Trust.

**Pitch drainage and repair projects.** Due for completion May/June 2020

**SPAG** will be performing ‘Chicken House Chicks’ in May to coincide with the national and local VE Day commemorative celebrations.

### 6. FINANCIAL SUMMARY FY 2020

The budget plan for 2020 is as follows:

Area	Income (£)	Expenditure (£)
Charity Shop	22,200.00	12,062.00
May Fayre	13,501.67	5,930.00
Facilities Management	5,560.00	22,359.40
S&RT Accounts	2,000.00	524.63
Grant Support (from Charity Shop/May Fayre profit)	0	6,961.92

The opening bank balance in January 2020 enables the Trust to meet all its obligations within the planned budgets, its Adopted Projects Plan 2020 and finish the financial year with a positive balance. For detailed information on planned income and expenditure, please refer to Appendix A.

### 7. CONCLUSION

2019 was a hugely challenging but very successful year for the Trust. Some very major and long planned projects for the Recreation Ground came to fruition. The value of S106 funding available from development projects in the area and facilitated by SSDC became ever more evident, as was the generosity of many, with huge amounts of grant funding and donations from a variety of sources, for which the Trust is extremely grateful. The new facilities that have been developed over the past 12 months would not have been possible without these. The plans for 2020 and beyond are equally as exciting. The grant support provided to other community projects should also be recognised and celebrated, and not eclipsed by the major projects.

I would like to thank the dedicated band of volunteers in the Charity Shop, the May Fayre Committee, all those who help with village events, the Football Clubs and the Executive Committee. All these people commit their time, hard work and excellent ideas to help to make Stoke sub Hamdon a better community for everyone. Without them, none of what I have reported on for 2019, or that planned for 2020, would be possible. I would also like to thank the community, the Parish Council, the District Council and the National Trust for their full support to the Trust and its aims. It would be easy to rest on our laurels after the achievements of last year but there is always new challenges and opportunities ahead, and we look forward to continued successes.

John Allan  
Chairman  
Stoke sub Hamdon Sports and Recreation Trust

# Stoke Charity Shop Annual Report 2019

Again we started the year with a cheque for £220.00 from Yeovil and District Rotary Group for the sale of Christmas raffle tickets.

A Bargain Bonanza sale was held on 26<sup>th</sup> January 2pm to 4pm at HCAP and raised £183.35.

Frances, Pat W. and Shirley took a stall at the Pre Loved Sale at Norton on 10<sup>th</sup> February and raised £25.04 in 2 hours as well as returning with additional donated items from the other stall holders.

The shop did a window for world book day in March and gave free children's books to all children coming into the shop.

Our 1<sup>st</sup> Jumble sale was at Stoke Working Men's Club on Saturday 13 April and raised £375.48 plus a further £63.30 from Cash 4 Clothes.

During April 2 pictures donated to the Charity Shop were sold at auction for £480!

The AGM held on the 16<sup>th</sup> July saw a re-election of the committee

Robert Manning as Chairperson

Penny Trapnell as Vice Chair

Anne Ashlee as Secretary and HCAP representative

Jane Baker as Treasurer and grants co-ordinator

Frances Shephard

Katherine Rake as special events adviser

We are continuously looking at additional ways to raise money or to improve our existing efforts this year we have our own Ebay site.

The 2<sup>nd</sup> Jumble Sale was held on Saturday the 5<sup>th</sup> Oct at SWMC and raised £302.99 .

During the year the charity shop has given grants to

- Hamdon Playgroup - £1200
- HCAP - £300 for the hire of the grand piano for the children's music festival.
- Tilly Pollock, Felix Allan Izzy Raison and Niamph Campbell are preparing for a World Challenge Event in 2020, when they will be going to India. They need to raise money to fund their trip and the Charity Shop has agreed a grant of £500 each and in return they will each work for 30 hours in the shop.
- Stoke Working Men's Club - £300 to complete a refurbishment project
- Friends of Ham Hill - £500 to develop a popup museum and activity centre at the rangers' station during the summer months.
- Lyn Foley - £250 for the set up of the luncheon club.

The annual Christmas dinner was attended by 21 volunteers at the Manor Hotel in Yeovil on Wednesday 11<sup>th</sup> of December and a good time was had by all.

Final figures for the year revealed gross income of £28143 giving a profit of just over £18000 all in all a very good year. A big thank you to our volunteers who all played their part in achieving this result

During the year we were advised that St Margarets Hospice would not be renewing the lease on their Charity Shop at 6a High St. Stoke Sub Hamdon and after much discussion and research the committee decided to move from our current premises to 6a High St.

This has not been without its issues but is moving ahead with a proposed new lease date of 1<sup>st</sup> March 2020 leaving our current premises on 31<sup>st</sup> March 2020 to be fully up and running at some time between these dates.

Robert Manning  
Chair Stoke Charity Shop Committee

## STOKE SUB HAMDON SPORTS & RECREATION TRUST

### Statement by Trustee Treasurer

The Sports & Recreation Trust employs Olivia Adams, a qualified Independent Accountant, to examine the books for the past year from January 1<sup>st</sup> to December 31<sup>st</sup> 2019. Olivia is examining the figures and the annual accounts will be submitted as part of the Trust's annual return to the Charity Commission.

The Trust started the year with an opening bank balance of £102,883.92, and the closing bank balance as of December, once reconciled with outstanding credits and debits, was £41,691.36. This total incorporates the following grants and monies received that are committed expenditure:

Charity Shop Relocation	£4,554.58
Charity Shop Grant allocation	£1,000.00
Charity Shop Stanchester Quilters Award	£159.04
Security Cameras for Play Area	£1,725.15
Facilities Commitments	£7,347.75
2020 5 Yr Plan Future Projects	£4,007.95
Floodlight Sinking Fund	£200.00
Stoke Performing Arts Group	£4,501.58
<b>Total monies committed</b>	<b>£23,496.05</b>

With the above excluded, the Trust has a total of £18,195.31 available for 2020.

A breakdown of all financial transactions is shown on the following pages.

Rebecca Merrick  
Treasurer, SSH Sports & Recreation Trust  
January 2020

**Stoke sub Hamdon Sports & Recreation Trust**

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**2019 Treasurer's Statement**

	<i>Forecast Expenditure</i>	<i>Actual</i>	<i>Forecast Income</i>	<i>Actual</i>	<i>Forecast Balance</i>	<i>Actual</i>	Notes:
<b>S&amp;RT Bank Balance as of End December 2018</b>					<b><u>£102,883.92</u></b>	<b><u>£102,883.92</u></b>	
<b>1) 2019 Projected Income</b>			<b><u>£49,005.22</u></b>	<b><u>£176,646.08</u></b>			1
Facilities			£7,103.55	£2,034.00			
SSH Parish Council Grant for Recreation maintenance			£4,000.00	£4,000.00			
Charity Shop			£22,200.00	£28,143.85			
May Fayre			£13,701.67	£14,613.83			
S&RT (VAT)			£2,000.00	£32,598.06			
Stoke Performing Arts Group				£2,789.11			
Floodlight Grants				£7,769.00			
Adventure Play Area Grants				£77,502.00			
Floodlight Sinking Fund				£200.00			
Insurance reclaim for broken gate				£490.23			
SSDC - S106 Tayberry Close - Changing Rooms/Pitch repair				£6,006.00			
Grant from Classic and Supercar Show.				£500.00			
<b>2) 2019 Operating Costs</b>	<b><u>£41,805.80</u></b>	<b><u>£39,575.46</u></b>					2
Facilities Maintenance	£23,723.40	£19,462.76					
Charity Shop	£11,552.00	£9,934.69					
May Fayre	£6,200.00	£5,555.87					
S&RT	£330.40	£849.09					
Stoke Performing Arts Group		£3,773.05					
<b>3) 2019 Community Sports/Education/Recreation Grants:</b>	<b><u>£7,199.42</u></b>	<b><u>£198,263.18</u></b>					3
Charity Shop	£5,324.00	£3,550.00					4
May Fayre	£1,875.42	£2,388.97					
S&RT Trust - Floodlights		£27,044.00					
S&RT Trust - Adventure Play Area		£162,576.21					
S&RT Trust - Grants		£2,704.00					
<b>2019 Balance plus 2018 Income minus Expenditure</b>					<b><u>£102,883.92</u></b>	<b><u>£41,691.36</u></b>	
<b>2019 RING FENCED MONIES:-</b>		<b>2019</b>					
<b>4) 2018 Committed Expenditure:</b>	<b><u>£5,644.56</u></b>	<b><u>£10,415.20</u></b>					
Grant availability to Charity Shop	£0.00	£5,554.58					
Stoke Performing Arts Group	£5,485.52	£4,501.58					
Stanchester Quilters Award to Charity Shop	£159.04	£159.04					
Floodlight Sinking Fund 2019	£0.00	£200.00					
<b>5) 2019 S&amp;RT Projects identified to date</b>	<b><u>£0.00</u></b>	<b><u>£9,072.90</u></b>					5
Porch	£0.00	£0.00					6
Security Cameras for Play Area		£1,725.15					
M J Abbott - Pitch drainage	£0.00	£5,347.75					
M J Abbott - Goal drainage (x1 only)		£1,200.00					
Repair and Refurbish Skateboard park		£800.00					
<b>6) 2019 5-Year Plan- Future Projects:</b>	<b><u>£76,818.56</u></b>	<b><u>£4,007.95</u></b>					7
Training pitch - upgrade of fixed floodlights	£17,519.97	£0.00					
Outdoor Exercise and Activity Project	£59,298.59	£0.00					
APAP Phase 2 - Access and Security Impr. @ £36K approx	£0.00	£1,007.95					
Skateboard Park Upgrade @ £50-£120K	£0.00	£1,000.00					
Floodlights Phase 2 @ £3K approx	£0.00	£1,000.00					
Storage facilities rear of Pavilion @ £5K approx	£0.00	£1,000.00					
<b>Total</b>	<b><u>£82,463.12</u></b>	<b><u>£23,496.05</u></b>					
<b>Projected S&amp;RT Balance for 2020</b>					<b><u>£20,420.80</u></b>	<b><u>£18,195.31</u></b>	

Notes:-

- 1 Based on Budget Plan Income identified
- 2 Based on Budget Plan Operating Costs identified
- 3 50% of Projected Profit
- 4 25% of Projected Profit
- 5 Funded £7584.68 S106 Tayberry
- 6 Funded £5,543.55 Tayberry Commuted sum
- 7 Based on Five Year Strategy

	<i>Forecast</i>	<i>Actual</i>
Charity Shop Profit	£10,648.00	£18,209.16
May Fayre Profit	£7,501.67	£9,057.96
	<u>£18,149.67</u>	<u>£27,267.12</u>

Stoke sub Hamdon Sports & Recreation Trust

Charity Number 1063874

VAT Number 780 8830 01

2020 Treasurer's Statement

	<i>Expenditure</i>	<i>Income</i>	<i>Balance</i>	Notes:
S&RT Bank Balance as of End December 2019			<u>£41,691.36</u>	1
1) 2020 Projected Income		<b>£43,261.67</b>		2
Facilities		£1,560.00		
SSH Parish Council Grant for Recreation maintenance		£4,000.00		
Charity Shop		£22,200.00		
May Fayre		£13,501.67		
S&RT (VAT)		£2,000.00		
2) 2020 Operating Costs	<b><u>£40,876.03</u></b>			3
Facilities Maintenance	£22,359.40			
Charity Shop	£12,062.00			
May Fayre	£5,930.00			
S&RT	£524.63			
3) 2020 Community Sports/Education/Recreation Grants:	<b><u>£6,961.92</u></b>			
Charity Shop	£5,069.00			4
May Fayre	£1,892.92			5
2019 Balance plus 2020 Income minus Expenditure			<b><u>£37,115.08</u></b>	
2020 RING FENCED MONIES:-				
4) 2019 Committed Expenditure:	<b><u>£12,140.35</u></b>			
2019 Grant remaining for Charity Shop Relocation	£4,554.58			
2019 Charity Shop Grant Authorisations - 2 x World Challenge	£1,000.00			
2019 Security Cameras for Play Area	£1,725.15			
Stanchester Quilters Award to Charity Shop	£159.04			
Floodlight Sinking Fund	£200.00			
Stoke Performing Arts Group	£4,501.58			
5) 2020 S&RT Projects identified to date	<b><u>£7,347.75</u></b>			
M J Abbott - Pitch drainage	£5,347.75			
M J Abbott - Goal drainage (x1 only)	£1,200.00			
Repair and Refurbish Skateboard park	£800.00			
6) 2020 5-Year Plan- Future Projects:	<b><u>£4,007.95</u></b>			6
APAP Phase 2 - Access and Security Impr. @ £36K approx	£1,007.95			
Skateboard Park Upgrade @ £50-£120K	£1,000.00			
Floodlights Phase 2 @ £3K approx	£1,000.00			
Storage facilities rear of Pavilion @ £5K approx	£1,000.00			
Total	<b><u>£23,496.05</u></b>			
Projected S&RT Balance for 2021			<b><u>£13,619.03</u></b>	

- Notes:-
- 1 Includes S106 ring fenced for Facilities Pitch Repair
  - 2 Based on Budget Plan Income identified
  - 3 Based on Budget Plan Operating Costs identified
  - 4 50% of Projected Profit
  - 5 25% of Projected Profit
  - 6 Based on Five Year Strategy

	<i>Forecast</i>
Charity Shop Profit	£10,138.00
May Fayre Profit	<u>£7,571.67</u>
	<u>£17,709.67</u>



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## COMMUNITY GRANTS IN SUPPORT OF SPORTS, RECREATION AND LEISURE

Dec-11	Oaktree House - TV & DVD	£838.00
Jan-12	Castle School - Cooker	£350.00
Jan-12	Skate Park Painting Refurbishment	£530.40
Apr-12	Netball Kit	£475.73
Apr-12	Play Group, Outdoor Area	£500.00
Jun-12	BMX Track Refurb (incl. grants from SSDC & SSH PC & Donation)	£4,708.80
Oct-12	Norton School Adventure Play Ship	£500.00
Oct-12	Lufton House, Outdoor Area	£277.85
Nov-12	Oaktree House - Boccia Set	£192.00
Nov-12	Stoke Band, Instruments	£1,000.00
Nov-12	All Saints Youth Club, Games Table	£229.00
Dec-12	Castle School Trim Trail Equipment	£1,000.00
		<b>£10,601.78</b>
Feb-13	Memorial Hall - Stage Curtains	£1,308.72
Feb-13	Memorial Hall - Side Curtains	£1,018.08
Feb-13	Memorial Hall Teapots	£59.85
May-13	Recreation Ground Fencing	£7,463.44
Jun-13	Lighthouse Cafe - Microwave	£69.99
Jun-13	HMS Mobility - Wheelchair for E Lewis	£1,000.00
Aug-13	Stoke Mens Football Club - Football Strip	£399.00
Nov-13	Stoke Band Training Uniform	£1,000.00
Nov-13	Stoke Junior Football Club U 14s - Training Equipment	£482.01
Dec-13	Tiny Turrets (Castle School) Outdoor Play Area	£1,000.00
		<b>£13,801.09</b>
Apr-14	1st Montacute Brownies (at Castle School) - Ready2Climb Event	£96.00
May-14	Sports Pavilion - Grill	£39.99
May-14	Tiny Turrets - Outdoor Play Area Resurfacing top up Grant	£500.00
May-14	Castle School Gymnastics Club Grant - Spring Board	£875.00
Jun-14	5 x Oakland Picnic Tables and Installation in Recreation Ground	£10,827.00
Jun-14	Sports Pavilion concrete paveway and fencing	£1,258.80
Jun-14	Dog Bin	£336.84
Jul-14	Lighthouse Café - New Coffee Machine	£120.00
Aug-14	Heritage Trail, Friends of Ham Hill	£500.00
Oct-14	Pop Ins Xmas Meal subsidy	£100.00
Oct-14	St Mary's Church - Boys Brigade Trevoille (spikeball)	£169.00
Nov-14	Village Artists - Artists Workshop	£100.00
Nov-14	Junior Football - Respect training equipment	£206.00
Nov-14	Lighthouse Cafe - George Foreman Grill	£69.50
Nov-14	SWMC - Ladies Refurbishment contribution	£2,500.00
Dec-14	6 x Megastar Floodlights and electrical points	£3,022.94
		<b>£20,721.07</b>





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## COMMUNITY GRANTS IN SUPPORT OF SPORTS, RECREATION AND LEISURE

Mar-15	Castle Primary School - May Fayre Pole Grant	£352.00
Mar-15	SWMC - Gents Refurbishment contribution	£2,500.00
Mar-15	1st Montacute Brownies, Magdalen Eco Farm Weekend	£1,000.00
Jul-15	Luke Card World Challenge	£250.00
Oct-15	Stoke Band - Instruments	£1,000.00
Nov-15	St Mary's Church - Church Organ Repair	£1,000.00
Nov-15	All Saints Youth Club - Karaoki machine and CDs	£103.00
Nov-15	Castle Primary School - Defibrillator	£900.00
Nov-15	Dog Bin x 2	£570.02
Dec-15	Somerset Performing Arts Group	£500.00
		<b>£8,175.02</b>
Feb-16	Friends of Ham Hill - Educational equipment	£850.00
Mar-16	Norton Primary School - Oven	£380.00
May-16	Hamdon Play Group - 4 x Ipad Mini	£876.00
May-16	H R Hodge - Contribution for Projector for SPAG	£400.00
Jun-16	Hamdon Brass Youth Instruments	£1,840.00
Jul-16	Hamdon Play Group - PC purchase	£624.00
Sep-16	2nd SSH Boys Brigade - Summer Camp contribution	£480.00
Oct-16	Digital Wireless Microphone for Community events	£374.00
Oct-16	Boules Court Installation	£3,288.20
Oct-16	New Goal Posts for Recreation Ground	£552.00
Nov-16	Netball Team Kit	£632.55
Dec-16	SWMC - Refurb of Sports Bar	£2,000.00
Dec-16	Installation of Dog Bins on recreation field	£350.00
		<b>£12,646.75</b>
Feb-17	Junior Football Team - Safety Tech - Defibrillator and fitment	£1,748.25
May-17	Boules Court - 2 x Oakland picnic benches and installation	£4,848.00
Jul-17	Mrs N Jeffrey, Jaime Jeffrey Stanchester World Challenge Malawi Trip	£250.00
Sep-17	Ella Martin, Stanchester World Challenge	£250.00
Sep-17	Kim Campbell, Run Leader Course	£110.00
Sep-17	Stoke Working Mens Club Refurbishment	£2,000.00
Oct-17	SSH WMC - New Cooker purchase	£350.00
		<b>£9,556.25</b>

# Stoke Charity Shop Annual Report 2019

Again we started the year with a cheque for £220.00 from Yeovil and District Rotary Group for the sale of Christmas raffle tickets.

A Bargain Bonanza sale was held on 26<sup>th</sup> January 2pm to 4pm at HCAP and raised £183.35.

Frances, Pat W. and Shirley took a stall at the Pre Loved Sale at Norton on 10<sup>th</sup> February and raised £25.04 in 2 hours as well as returning with additional donated items from the other stall holders.

The shop did a window for world book day in March and gave free children's books to all children coming into the shop.

Our 1<sup>st</sup> Jumble sale was at Stoke Working Men's Club on Saturday 13 April and raised £375.48 plus a further £63.30 from Cash 4 Clothes.

During April 2 pictures donated to the Charity Shop were sold at auction for £480!

The AGM held on the 16<sup>th</sup> July saw a re-election of the committee

Robert Manning as Chairperson

Penny Trapnell as Vice Chair

Anne Ashlee as Secretary and HCAP representative

Jane Baker as Treasurer and grants co-ordinator

Frances Shephard

Katherine Rake as special events adviser

We are continuously looking at additional ways to raise money or to improve our existing efforts this year we have our own Ebay site.

The 2<sup>nd</sup> Jumble Sale was held on Saturday the 5<sup>th</sup> Oct at SWMC and raised £302.99 .

During the year the charity shop has given grants to

- Hamdon Playgroup - £1200
- HCAP - £300 for the hire of the grand piano for the children's music festival.
- Tilly Pollock, Felix Allan Izzy Raison and Niamph Campbell are preparing for a World Challenge Event in 2020, when they will be going to India. They need to raise money to fund their trip and the Charity Shop has agreed a grant of £500 each and in return they will each work for 30 hours in the shop.
- Stoke Working Men's Club - £300 to complete a refurbishment project
- Friends of Ham Hill - £500 to develop a popup museum and activity centre at the rangers' station during the summer months.
- Lyn Foley - £250 for the set up of the luncheon club.

The annual Christmas dinner was attended by 21 volunteers at the Manor Hotel in Yeovil on Wednesday 11<sup>th</sup> of December and a good time was had by all.

Final figures for the year revealed gross income of £28143 giving a profit of just over £18000 all in all a very good year. A big thank you to our volunteers who all played their part in achieving this result

During the year we were advised that St Margarets Hospice would not be renewing the lease on their Charity Shop at 6a High St. Stoke Sub Hamdon and after much discussion and research the committee decided to move from our current premises to 6a High St.

This has not been without its issues but is moving ahead with a proposed new lease date of 1<sup>st</sup> March 2020 leaving our current premises on 31<sup>st</sup> March 2020 to be fully up and running at some time between these dates.

Robert Manning  
Chair Stoke Charity Shop Committee

## **STOKE SUB HAMDON MAY FAYRE COMMITTEE**

### **Annual May Fayre**

The Stoke sub Hamdon May Fayre was another great success in 2019 with plenty of entertainment for all the family.

There were the usual number of stalls within the grounds of both the National Trust Priory and the Memorial Hall offering a wide variety of crafts and other items including jewellery, woodwork, paintings, cards, knitted and crocheted items, fused glass, toys, plants and books. We welcomed back many of our regular stall holders and many new ones as well.

Children from Castle School opened the entertainment for the day with their maypole dancing followed by performances from the Desert Divas, local band Kentucky Moon and also our very own Stoke Band. Organic Rhythm visited once again with their drumming workshop. Kev and Dinky Dinosaur provided entertainment for the children as well as the assault course, roundabout and bungee trampoline. Sutton Household Re-enactment Group returned again this year with their interactive displays and a chance for people to try out their archery skills. We welcomed back Minster Vets as main sponsor of our annual dog with much skill shown by our canine friends in the sausage catcher class. We also had another amazing falconry display.

Again we achieved a profit of around £8500 which was a brilliant result and used to fund projects within the village, including the ongoing refurbishment project of the Working Men's Club.

As always, the May Fayre Committee would like to thank all of those volunteers who helped to make the event so successful. We would also like to thank the National Trust for allowing the use the tithe barn and grounds of the Priory, the Working Men's Club for providing the bar, the Parish Council for sponsoring the printing of our programme and all our various other sponsors and supporters.

Plans are well under way for 2020's May Fayre.

### **Other events**

The May Fayre Committee held an evening of pig racing in November 2019. This was a fundraising event in collaboration with the Working Men's Club which raised around £400 for each.

Denise Burton, Chair of May Fayre Committee

Stoke Youth FC

2019/2020

A big year for the U16s, finishing there youth football with the club. The U16s started 9 years ago as U7s and were the only team at Stoke Youth at the time. They are finishing their football in Div 1 and competing with the top flight in the Yeovil and District League, displaying some brilliant football.

The club has celebrated another great year of Youth and Mini Football; we have a few gaps throughout the years but are very proud to be supporting:

U7s

U8s

U12s

U13s

U14s

U15s

U16s

We would like to thank the trust for there constant support and the brilliant facilities they provide. It's always a struggle to get players off the Adventure Playground and on the pitch; soon as they finish playing the match.....they sprint back. There are so many compliments from parents and children on the wonderful facilities at the Rec, a credit to the hard work of everyone at the Trust.

Many thanks again,  
Stoke Youth

### **Stoke-Sub-Hamdon Football Club 2019/20**

Stoke-Sub-Hamdon Football club was one of the founding members of the Yeovil and District Football league in 1903 with only ourselves and one other original club still playing in the league.

Currently we run two teams, the First team playing in the Premier division and the Reserve team playing in the second division, also entering league and Somerset county cup competitions.

We are well represented in both teams by players living in the village but also have players from the local area who choose to play for Stoke F.C at our recreation ground. We also use the facilities on Tuesday evenings for training (using the new flood lighting) which we have always opened to non-members of the club.

We are supported by the Stoke Working Men's Club, who we have had a close relationship with for many years and obviously by the Sports and Rec Trust who have provided us with some of the best facilities for Junior football in the area.

# Stoke Performing Arts Group

## Annual Report 2019

In 2019 Stoke Performing Arts Group embarked on two very different projects. The first of these was a selection of 'Pint Sized Plays'. These were short plays lasting between 5-10 minutes, specifically written to be performed in pubs and small informal venues, requiring 2 or 3 characters with very few props, costumes or scenery. Five plays were selected from an anthology of 'Pint sized plays' and two further plays were penned by our own playwright, Angela Hodges.

As the plays are designed for a pub audience, SPAG decided that the most suitable performance venue for this production would be Stoke Working Men's Club. However, one of the main concerns about using SWMC as a performance space was that the noise spillage from the main bar would prove a distraction for both our actors and our audiences. Therefore SPAG took the decision to donate £1000 to SWMC to have new doors made and fitted between the bar and top room. It was hoped that the reduction in noise would not only benefit ourselves but also the other community groups who use the room. SPAG also wished to acknowledge the considerable support SWMC has given our group in providing free rehearsal space and bar profit donations over the years since SPAG's formation in 2016.

The performances of the 'Pint Sized Plays' took place on two evenings in July, and despite the warm weather, were well supported by the local community.







Music provided by local group 'Langport Contraption' before and after the show all helped to provide two great evenings of pub entertainment enjoyed by all.

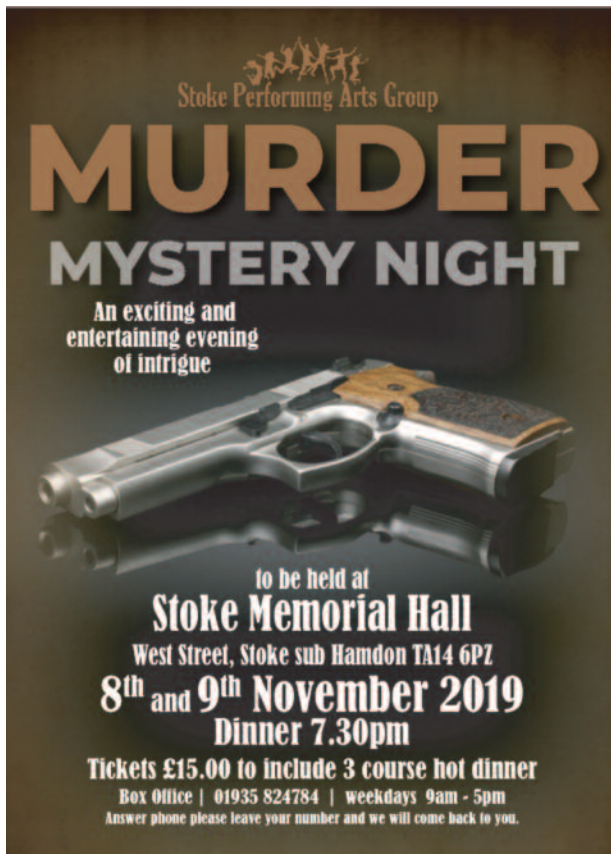
Following the success of the performances at SWMC, SPAG was invited to undertake a reprise of the Pint Sized Plays, as part of the programme being offered by Hamdon Community Arts Centre for Somerset Arts Week in September. Moving the show to a new performance space proved an interesting experience and the decision was made that it was time for SPAG to invest in some portable stage lighting. A basic rig and desk were purchased for £800 with the view that this could be expanded upon for future projects if needed. The cast and technical team rose admirably to the challenge of transferring the plays to the new environment and once again this proved to be a very enjoyable and well supported event.



One benefit of taking our show to two very different venues in the village was to see how the plays attracted a broad range of audience members from across our community.







The second ambitious project for this year was a 'Murder Mystery Dinner' hosted by SPAG in November over two evenings. The plot and characters for this event were devised by Angela Hodges. The Memorial Hall was transformed into a glitzy dining hall for a reunion party to celebrate the 20 year anniversary of 'The Widow's Revenge', a fictitious movie that used Stoke sub Hamdon as its film location. The guests were invited to 'dress to kill', whilst SPAG performers took on the roles of the larger than life characters from the world of show business, who had returned to the village for this special event. Mingling together with key local 'extra' characters from the past.

Largely improvised, tensions between the characters were exposed as the plot unfolded around the audience leading to the inevitable dramatic murder scene. Following the interrogation

of suspects by 'Inspector Clueless', everyone was invited to guess the murderer before the guilty person was finally revealed

Through the course of the evening an excellent dinner was served to guests and performers alike, as the action took place around them. To thank Lyn Foley and her catering team for the huge efforts they had made to produce and serve such a fabulous meal, SPAG decided to make a donation of £500.00 to the 'Save our Shop' appeal, a community venture led by Lyn to save our village shop.







From the wonderful comments received by SPAG regarding the Murder Mystery evenings from those who attended, it was clear that the entertainment had been a huge success and one that could definitely be repeated in the future.

From its beginnings in 2016, to its now well established status as a contributor to Stoke sub Hamdon village community life, SPAG has been very fortunate to have received support from many different groups, individuals and organisations in the village. As we now find ourselves in a financially stable position, it has been pleasing to be able to return some of the goodwill that we have been shown in the past, by investing in our community resources through the donations we have made in 2019.



In 2020 we already have plans underway for a production in May, to coincide with the national and local VE Day commemorative celebrations. 'Chicken House Chicks' is a story based in our village of Stoke sub Hamdon about the Womens Land Army girls working on at Castle Farm during WW2.

Over the past 4 years SPAG has been able to flourish with the help of the Stoke sub Hamdon Sports and Recreation Trust and support from our local community organisations, groups and individuals. We would like to thank everyone, including our own members for their contribution to its continuing success.

**Jeanie Augarde**

On behalf of the SPAG Core Group. February 2020



## 2019 Stoke Performing Arts Group - Accounts - as at 31 Dec 2019

DATE		REF DESCRIPTION	EXPENDITURE	INCOME	BALANCE
01-01-19		Opening Balance		£5,485.52	£5,485.52
29-01-19	BACS 29/1/19	SPAG Donation to Montacute Drama Group	£30.00		£5,455.52
07-02-19	BACS 7/2/19	Production Party - J Augarde - Asda Food	£25.99		£5,429.53
24-05-19	BACS 24/5/19	Pint Sized Plays Performance	£55.00		£5,374.53
21-06-19	BACS 21/6/19	SWMC - Donation Grant for soundproofing	£1,000.00		£4,374.53
04-07-19	BACS 4/7/19	J Augarde - Petty Cash Float	£50.00		£4,324.53
08-07-19	BACS 8/7/19	J Augarde - Petty Cash Float	£50.00		£4,274.53
12-07-19	BACS 12/7/19	J Augarde - Petty Cash Float	£100.00		£4,174.53
16-07-19	BACS 16/7/19	J Augarde - return of Petty Cash excess		£119.65	£4,294.18
18-07-19	BACS 19/7/19	Moirs - Pint Sized Plays deposit (£381 & £92)		£473.00	£4,767.18
23-08-19	BACS 23/8/19	M Hulett - Electro supplies Lighting	£859.89		£3,907.29
28-08-19	BACS 28/9/19	Stable Design - HCAP to SPAG grant for Lighting		£200.00	£4,107.29
10-09-19	BACS 10/9/19	J Augarde - SPAG SSDC Licence	£21.00		£4,086.29
10-09-19	BACS 10/9/19	SSH Memorial Hall - Hire Murder Mystery Supper	£52.50		£4,033.79
10-09-19	BACS 10/9/19	SSH Memorial Hall - Hire 8-9th November	£111.00		£3,922.79
25-09-19	BACS 25/9/19	J Augarde - All Saints Hall Hire 6 Sep 19	£30.00		£3,892.79
30-09-19	BACS 30/9/19	M Hulett - SPAG Income Pint Sized Plays		£220.00	£4,112.79
04-10-19	BACS 4/10/19	J Augarde - Performance Rights Pint Sized Plays	£22.00		£4,090.79
06-11-19	BACS 6/11/19	J Augarde - TENS Licence Murder Mystery	£21.00		£4,069.79
14-11-19	BACS 14/11/19	J Augarde - Murder Mystery Raffle, Decs Etc	£134.23		£3,935.56
15-11-19	BACS 15/11/19	Murder Mystery Income - Chqs		£105.00	£4,040.56
15-11-19	BACS 15/11/19	Murder Mystery - Profit Draw, Bar, Tickets, Food, Bar Worker (Stable Design)		£1,671.46	£5,712.02
15-11-19	Cash Transfer	Donation - Save Our Shop - from M Mystery takings	£500.00		£5,212.02
04-12-19	BACS 4.12.19	Portable Display Board	£66.00		£5,146.02
12-12-19	BACS 12/12/19	SWMC - SPAG Alcohol Murder Mystery Night	£644.44		£4,501.58
		2019 Closing Balance			£ 4,501.58



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## **STOKE SUB HAMDON SPORTS & RECREATION TRUST**

CHARITY NO 1063874

VAT NO 780 8830 01

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### **ADVENTURE PLAY AREA AND OUTDOOR GYM EQUIPMENT PROJECT FINAL REPORT AUGUST 2019**

#### **1. Introduction**

The project to provide a Play Area for young people between the ages of 8 and 14 began as a concept in the Stoke sub Hamdon Sports and Recreation Trust's (the Trust) Five Year Strategy 2014-19 dated February 2013. The main emphasis of the play area was to be adventure and the estimated project cost was £50k!

This was supported by the Hamdon Youth Group Survey carried out in 2012 and the village wide survey carried out by the Trust in 2013, which asked the whole community what sports and recreation facilities they would like in the village. This was reported in the Trust's Sports and Recreation Survey Results dated September 2013.

By the time the Trust's Five-Year Strategy 2015-21 dated February 2015 was issued, the estimated cost had risen to £140k, as the project became better defined.

The project effectively launched in 2014 with the consultation phase, initial design and project definition planned for the year.

#### **2. Consultation Phase**

SSDC were very supportive of the proposed project and provided the Trust with a lot of advice on how to proceed, the sort of equipment we might consider and likely costs.

Based on the discussions with SSDC, the Trust launched a number of consultations. The main consultation carried out during 2015 was one with the young people of the local community through Castle School. They were shown pictures of various different pieces of play equipment and were asked to choose either stand-alone equipment or ones linked with bridges, ladders and monkey bars and then to select their three preferred pieces of equipment from the display. They were also given the opportunity to provide their own ideas. This process lasted a week and was reported in May 2015.

There was also a consultation with South Somerset Disability Forum and the SSDC Equalities Officer that addressed both current facilities and future projects.

There was also an open day in February 2016, where the outline design, location and types of equipment were presented to the community for comment.

#### **3. Initial Design**

The first design requirement was to get a detailed survey of the proposed site which was to be provided in both AutoCAD and hard copy formats. This was completed in October 2014 and was made available to SSDC for the initial design of the play area.

Rob Parr, SSDC, developed a sketch design in November 2016 of the equipment identified in the consultation phase and this was used as the outline design provided as part of the request for proposals that the Trust issued in January 2017.



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## **STOKE SUB HAMDON SPORTS & RECREATION TRUST**

CHARITY NO 1063874

VAT NO 780 8830 01

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### **4. Selection of a Contractor**

In discussion with SSDC, the Trust identified a number of potential contractors in 2016 and sent a letter to each one describing in outline the project and asking if they would be interested in competing for this project.

The Trust also developed the Requirement Specification for the project, which included the sketch design, the list of equipment, the survey results, standards compliance requirements and other commercial aspects. Again, this was developed in consultation with SSDC. After the Trust had received the responses to the request for expressions of interest, the Requirement Specification was issued to five companies at the beginning of January 2017, with a bid due date of the end of February 2017.

January and February were quite hectic with site meetings for the potential suppliers and responding to their requests for clarification. At the end of February, four compliant bids were received and, if we thought January and February were busy, we had no idea how busy it could be until we started the bid assessment phase!

The bid assessment was conducted by two Trustees each assessing all four bids independently against a compliance matrix and then getting together to combine their separate assessments. From this a series of clarification questions were identified for each bidder. Once the responses to these questions had been received the second assessment of the bids was undertaken and a shortlist developed. The preferred contractor, Mant Leisure, was selected from this shortlist on the basis of value for money.

Throughout this process, the Trust kept interested parties such as the Parish Council and SSDC advised of progress and any issues. In June 2017, the Trust advised the successful contractor that they had been selected. Once again, if we thought that stage was hard work, we had no idea what was coming with the fund raising!

### **5. Fund Raising**

At this stage, the Trust had £24,000 of its own funds, £10,000 from the Parish Council and a commitment for £10,000 from SSDC against a project priced at £117,615.00 – which was not a bad start, but there was a very long way to go.

The Trust entered into a contract with Louise Treacher, 4George, for the fund raising as it was felt that this was the best way to bring the project to a successful conclusion.

The fund raising started in earnest in late 2017 and continued through until the end of 2018, at which point all the required funds had been raised and the Trust was able to issue a contract to Mant Leisure in January 2019.

The Trust is very grateful to all the organisations who helped us to make this project a huge success:

- The Trust, which includes the fund-raising activities of the Charity Shop and the May Fayre, contributed £36,598.59 (over 27% of the total cost) towards this project;
- The Parish Council provided the Trust with a grant of £10,000.00;
- SSDC were very supportive of the project providing funds through three sources, a capital grant award from Community Health and Leisure of £10,000.00, S106 contributions of £22,231.00 and a Community Grant award of £11,586.00;





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## STOKE SUB HAMDON SPORTS & RECREATION TRUST

CHARITY NO 1063874

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- Awards 4 All gave a grant of £10,000.00;
  - Battens Charitable Trust gave a grant of £200.00;
  - The Bernard Sunley Charitable Trust gave a grant of £5,000.00;
  - An early grant of £8,000.00 was made anonymously – it arrived at a time when funding was difficult to get, but increased our available funding to nearly 50%, which proved to be a trigger point for other funding sources;
  - The Leonard Laity Stoate Charitable Trust made a grant of £1,195.00;
  - The Peoples Postcode Lottery made a generous grant of £16,000.00 to the project;
  - Yarlington Housing Group provide a grant of £1,500.00;
  - The Rank Foundation – Pebble Grant – made a grant of £2,500.00.
  - And Tesco's Bags of Help provided a grant of £2,000.00.

For a small community to raise this sort of funding for this project is a testament to the hard work of the Trust, the support of SSDC and the generosity of a wide range of charitable organisations who thought this project worthy of their support.

### 6. Implementation

Having gone through all the hard work of developing the project, selecting a contractor and fund raising, the implementation phase was the least stressful for the Trust. The contract was placed with Mant Leisure in early January 2019 and work started on-site in June.

Before the work started, the site was just a grassed area with a mound in one corner. The work progressed quickly and the site work was coming to end towards the end of July.

The Play Area and the Outdoor Gym equipment were ready for use by the end of the July and the Trust planned a formal opening ceremony for 17<sup>th</sup> August.



The 25 metre Zip Wire, showing the monkey bars and the agility area, and the Multi Activity Area with Slide



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The basket swing, showing one of the three picnic tables in the area, and the 2.5 metre Giant Spinning Disk with the Super Rope-End Swinger in the background.



The outdoor gym equipment showing the Ski Stepper, Air Walker and the Air Skier, the Sit Up Assembly, the Parallel Rails and the Beam Jump and the Step-Up Assembly.

The formal opening was carried out by the recently retired District Councillor, Sylvia Seal, who had been a great supporter of our project and was a great source of advice and help throughout the project. It was a lovely sunny day and about 30 young families came to the opening and as soon as the official cutting of the ribbon was over, we were treated to the sight of lots of young people and their parents enjoying the Adventure Play Area and the other facilities provided on the Recreation Ground.

The Adventure Play Area could not have come at a better time, the start of the school holidays – parents now had a fantastic destination in the village for their children, somewhere that would keep them occupied and provide them with facilities for exercise, adventure and fun.



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## COMMUNITY GRANTS IN SUPPORT OF SPORTS, RECREATION AND LEISURE

Jan-18	Memorial Hall Porch Redecoration	£500.00
Feb-18	1st Montacute Brownies - Magic & Mayhem sleepover Jun 18	£778.05
Feb-18	Simon Merritt - First Responder (Defibrillator support)	£250.00
Apr-18	2nd Hamdon Guides Wellies & Wristbands Aug 18	£500.00
May-18	Hamdon Brass - Instruments	£1,500.00
May-18	The Friends of Ham Hill - revision of Walks Folder	£200.00
Sep-18	Grant SSH Working Mens Club Refurbishment Grant	£2,000.00
Sep-18	HCAP - Young People's Music Festival - Jun 18	£700.00
Oct-18	N Raison - Senior Football Club Kit for Reserve side	£525.00
Oct-18	Pendell - WWI Horace Brooks Football Teeshirts	£376.23
Nov-18	Floodlights - Planning Application	£254.00
Dec-18	Shop Grant - Hamdon Community Arts Project (HCAP)	£500.00
		<b>£8,083.28</b>
Mar-19	Hamdon Playgroup - 4 x IPADS	£1,200.00
Mar-19	Stanchester PFTA - Music Workstations	£1,500.00
Mar-19	Brownies - Magic & Mayhem Jamboree, Foxlease	£1,024.00
Apr-19	M Eames HCAP Young Persons Music Festival -Piano Hire	£300.00
Apr-19	The Friends of Ham Hill - Pop up museum, activity centre	£500.00
Apr-19	Floodlights - Sports Lighting - for Training Pitch	£27,044.00
May-19	SSH Working Mens Club - Carpet for meeting room	£300.00
May-19	Hamdon Youth Group - Pool Table Refurb	£180.00
Jul-19	G Clamp - Screens and card for SPAG	£388.97
Aug-19	Stoke Luncheon Club - Lynn Foley	£250.00
Sep-19	Stanchester Pupil, India World Challenge Trip	£500.00
Oct-19	Stanchester Pupil, Outlook Expedition to Borneo	£500.00
Oct-19	SSH WMC Refurbishment	£2,000.00
Jan-Oct 19	Adventure Play Area	£162,576.21
		<b>£198,263.18</b>
<b>2012 - 2019 TOTAL GRANTS:</b>		<b>£281,848.42</b>

### FUTURE PROJECTS WITHIN 5-YEAR STRATEGY PLAN

APAP Phase 2 - Access and Security Impr. @ £36K approx

Skateboard Park Upgrade @ £50-£120K

Floodlights Phase 2 @ £3K approx



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**STOKE SUB HAMDON SPORTS & RECREATION TRUST**

CHARITY NO 1063874

VAT NO 780 8830 01

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**STOKE SUB HAMDON SPORTS AND RECREATION TRUST**  
**FINANCIAL STATEMENTS**  
**FOR**  
**YEAR ENDED DECEMBER 2019**

**CONTENTS**

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## STOKE SUB HAMDON SPORTS & RECREATION TRUST

CHARITY NO 1063874

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### Trust Information for the Year Ended 31 December 2019

The Sports and Recreation Trust is an unincorporated charitable association. It was established in 1997 to provide sports and recreation facilities for the Stoke sub Hamdon area, with the following objects:

*To advance education and provide facilities in the interests of social welfare without distinction of religion, sex or politics or other opinions for recreation and leisure time occupation with the object of improving the conditions of life for the inhabitants of the area of benefit.*

Three Honorary Officers, the Chairman, the Treasurer and the Secretary, are elected annually from amongst the Trustees:

#### Officers:

Mr John Allan	Chairman
Mrs Rebecca Merrick	Treasurer
Mr Ron Masters	Secretary

Registered Charity Number: 1063874

VAT Number: 780 8830 01

Bankers: Lloyds Bank PLC  
9 High St  
Yeovil  
Somerset  
BA20 1RN





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## STOKE SUB HAMDON SPORTS & RECREATION TRUST

CHARITY NO 1063874  
VAT NO 780 8830 01

### STOKE SUB HAMDON SPORTS & RECREATION TRUST

#### Statement by Trustee Treasurer

The Sports & Recreation Trust employs Olivia Adams, a qualified Independent Accountant, to examine the books for the past year from January 1<sup>st</sup> to December 31<sup>st</sup> 2019. Olivia is examining the figures and the annual accounts will be submitted as part of the Trust's annual return to the Charity Commission.

The Trust started the year with an opening bank balance of £102,883.92, and the closing bank balance as of December, once reconciled with outstanding credits and debits, was £41,691.36. This total incorporates the following grants and monies received that are committed expenditure:

Charity Shop Relocation	£4,554.58
Charity Shop Grant allocation	£1,000.00
Charity Shop Stanchester Quilters Award	£159.04
Security Cameras for Play Area	£1,725.15
Facilities Commitments	£7,347.75
2020 5 Yr Plan Future Projects	£4,007.95
Floodlight Sinking Fund	£200.00
Stoke Performing Arts Group	£4,501.58
<b>Total monies committed</b>	<b>£23,496.05</b>

With the above excluded, the Trust has a total of £18,195.31 available for 2020.

A breakdown of all financial transactions is shown on the following pages.

Rebecca Merrick  
Treasurer, SSH Sports & Recreation Trust  
January 2020





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## STOKE SUB HAMDON SPORTS & RECREATION TRUST

CHARITY NO 1063874  
VAT NO 780 8830 01

### STOKE SUB HAMDON SPORTS & RECREATION TRUST

#### Statement of Financial Activities for the year ended 31 December 2019

##### INCOME & EXPENDITURE

INCOME	Notes	Restricted Funds	Unrestricted Funds	Total	2018
Donations & Grants	6		95,777	95,777	16,700
Fundraising Activities	7		17,403	17,403	19,831
Hire of Pitches			2,234	2,234	1,921
Charity Shop			28,144	28,144	29,789
Vat Refund			35,583	35,583	2,104
Insurance Claim			490	490	
		0	179,631	179,631	70,345
<b>DIRECT CHARITABLE EXPENDITURE</b>					
Charity Shop - Rent			5,472	5,472	5,472
Charity Shop - Electricity			839	839	889
Charity Shop - Water			109	109	98
Charity Shop - Maintenance			3,270	3,270	2,976
Projects			196,155	196,155	8,083
Insurance			545	545	542
Facilities Management - Property Maintenance			8,345	8,345	1,668
Facilities Management - Equipment Maintenance			4,433	4,433	977
Facilities Management - Ground Maintenance			6,384	6,384	6,245
Depreciation			47	47	56
		0	225,599	225,599	27,006
<b>OTHER EXPENDITURE</b>					
Miscellaneous Expenses			569	569	997
Fundraising Costs		-	9,329	9,329	8,817
Professional Fees		-	280	280	280
		-	10,178	10,178	10,094
<b>TOTAL EXPENDITURE</b>		0	235,777	235,777	37,100
Net (deficit)/surplus of income over expenditure for the year		0	(56,146)	(56,146)	33,244
Fund Balances brought forward		0	101,193	101,193	67,949
Fund Balances carried forward		0	45,047	45,047	101,193



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## STOKE SUB HAMDON SPORTS & RECREATION TRUST

CHARITY NO 1063874

VAT NO 780 8830 01

### STOKE SUB HAMDON SPORTS & RECREATION TRUST

#### Balance Sheet as at 31 December 2019

	Notes	2019	2018
		£	£
<b>FIXED ASSETS</b>			
Tangible Assets	2	<u>269</u>	<u>316</u>
		269	316
<b>CURRENT ASSETS</b>			
Debtors	3	3,609	624
Balance at Bank		41,700	102,884
Cash in Hand		<u>18</u>	<u>0</u>
		45,327	103,508
<b>CURRENT LIABILITIES</b>			
Sundry Creditors		-	356
Accruals	4	<u>280</u>	<u>2,275</u>
		280	2,631
<b>NET CURRENT ASSETS</b>		<u>45,047</u>	<u>100,877</u>
<b>NET ASSETS</b>		<u>45,316</u>	<u>101,193</u>
<b>REPRESENTED BY</b>			
Unrestricted Income Fund			
General Purpose Fund		45,316	44,436
Designated Fund		-	56,757
		<u>45,316</u>	<u>101,193</u>
<b>RESTRICTED INCOME FUND</b>			
Skate Park		<u>0</u>	<u>0</u>
		<u>45,316</u>	<u>101,193</u>



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## STOKE SUB HAMDON SPORTS & RECREATION TRUST

CHARITY NO 1063874

VAT NO 780 8830 01

### STOKE SUB HAMDON SPORTS & RECREATION TRUST

#### Notes to the Financial Statements for the Year Ended 31 December 2019

##### 1 Accounting Policies

###### Accounting Convention

The accounts have been prepared on the historical cost convention and are in accordance with the applicable accounting standards, the Charities SORP 2005 (Accounting and Reporting by Charities) and comply with the Charities (Accounts & Reposts) Regulations 2005 issued under the Charities Act 1993

###### Depreciation

Depreciation is provided on fixed assets at the following rates, based on the estimated useful life of these assets, and their anticipated residual value

Equipment - 15% Reducing Balance

##### 2 Fixed Assets - used by the Charity

	Equipment
Cost	£
At 1 January 2019	3,801
Additions	
At 31 December 2019	<u>3,801</u>
Depreciation	
At 1 January 2019	3,485
Charge for Year	<u>47</u>
At 31 December 2019	<u>3,532</u>
Net Book Value	
At 31 December 2019	<u><u>269</u></u>
At 31 December 2018	<u><u>316</u></u>

##### 3 Debtors

	2019	2018
	£	£
Sundry Debtors	-	-
Vat Debtor	<u>3,609</u>	<u>624</u>
	<u><u>3,609</u></u>	<u><u>624</u></u>

##### 4 Creditors

Creditors & Accruals	<u>280</u>	<u>2,631</u>
	<u><u>280</u></u>	<u><u>2,631</u></u>



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## STOKE SUB HAMDON SPORTS & RECREATION TRUST

CHARITY NO 1063874

VAT NO 780 8830 01

### STOKE SUB HAMDON SPORTS & RECREATION TRUST

#### Notes to the Financial Statements for the Year Ended 31 December 2019

##### 5 Summary of Net Assets by Funds

	Fixed Assets	Net Current Assets	Net Assets
	£	£	£
<b>Unrestricted Funds</b>			
General Purpose	269	45,047	45,316
Designated Fund			
- Floodlights & Adventure Play Area			
	<u>269</u>	<u>45,047</u>	<u>45,316</u>
<b>Restricted Income Fund</b>			
Ringfenced Projects		0	0

##### 6 Donations & Grants

	2019	2018
	£	£
Grants		
Big Lottery	-	10,000
Rank Foundation	-	2,500
Stoke sub Hamdon Parish Council	4,000	4,000
South Somerset District Council	57,582	-
Postcode Local Trust	16,000	-
Clark Foundation	8,000	-
Bernard Sunley CF	5,000	-
Groundwork UK	2,000	-
Yarlington Housing	1,500	-
Leonard Laity Stoate Charitable Trust	1,195	-
Classic Car Show	500	-
Battens	-	200
	<u>95,777</u>	<u>16,700</u>

			2019	2018
	Organisers	Proceeds	Net	
<b>Fundraising Activities</b>				
7 May Fayre	7,945	14,614	6,669	7,942
Stoke Performing Arts Group	3,773	2,789	(984)	1,062
	<u>11,718</u>	<u>17,403</u>	<u>5,685</u>	<u>9,004</u>





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# STOKE SUB HAMDON SPORTS & RECREATION TRUST

CHARITY NO 1063874  
VAT NO 780 8830 01



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

STOKE SUB HAMDON SPORTS AND  
RECREATION TRUST

On accounts for the year  
ended

31 DECEMBER 2019

Charity no  
(if any)

1063874

Set out on pages

1 To 4

(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 DD/MM/YYYY.

### Responsibilities and basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### Independent examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.~~

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,:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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:

*Olivia Danielle Adams*

Date:

18/3/2020

Name:

OLIVIA DANIELLE ADAMS

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

FMAAT

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October 2018



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## STOKE SUB HAMDON SPORTS & RECREATION TRUST

CHARITY NO 1063874

VAT NO 780 8830 01

Address:

HOPE FARM, STICKLYNCH  
GLASTONBURY, SOMERSET  
BA6 8NA

### Section B

### Disclosure

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 details of any  
items that the examiner  
wishes to disclose.



Section A

Independent Examiner's Report

Report to the trustees/  
members of

STOKE SUB HAMDON SPORTS AND  
RECREATION TRUST

On accounts for the year  
ended

31 DECEMBER 2019

Charity no  
(if any)

1063874

Set out on pages

1 To 4

(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 DD / MM / YYYY.

Responsibilities and  
basis of report

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Independent  
examiner's statement

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the examination which gives me cause to believe that in, any material  
respect,:

- the accounting records were not kept in accordance with section 130  
of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements  
concerning the form and content of accounts set out in the Charities  
(Accounts and Reports) Regulations 2008 other than any requirement  
that the accounts give a 'true and fair' view which is not a matter  
considered as part of an independent examination.

I have no concerns and have come across no other matters in connection  
with the examination to which attention should be drawn in this report 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:

Date:

18/3/2020

Name:

OLIVIA DANIELE ADAMS

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

FMAAT



Address:

HOPE FARM, STICKLYNCH

GLASTONBURY, SOMERSET

BA6 8NA

**Section B**

**Disclosure**

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 details of any items that the examiner wishes to disclose.