

**St Emre Playing Field Trust**  
**Registered Charity No: 1101129**  
**Trustees' Annual Report**  
**1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2020**



**Reference and administration details**

**Charity Name:** St Emre Playing Field Trust

**Other names charity is known by:**

St Emre and Trispen Recreation Field Committee

**Registered charity number:** 1101129

**Charity's Principle address:** The Community Centre. Castle Field, Trispen TRURO TR4 9JQ

**Names of the charity trustees who manage the charity:**

Trustee name	Office	Name of person (or body) entitled to appoint trustee (if any)
Mr Robert Trethewey BEM	Chairman	
Mr Phil Hodgkinson		
Mr Steve Hitchman		St Erme Cricket Club
Mrs Martha Jackson	( w.e.f 8.10.19)	
Cllr Colin Pound		St Erme Parish Council
Mr Geoff Bonsall	Vice Chairman	
Mrs Patricia Bowerman		
Mr Tristan Jewell		
Mrs Jennifer Gill		
Mr Nick Light		
Mr Elliot Jolly		St Erme FC
Cllr Tricia Couch		St Erme Parish Council
Mr Edwin Riggs		
Mrs Susan Mounter		

**Name of the trustees for the charity, if any (for example, any custodian trustees)**

Name
Mr Robert Trethewey
Mr Colin Pound
Mr Kevin Wilcocks
Mrs Rosemary Janette Gray

## **Structure, governance and management**

### **Description of the charity's trusts**

#### **Type of governing document:**

Trust deed dated 11<sup>th</sup> July 1984 as amended by scheme dated 11<sup>th</sup> July 2008  
And resolutions at the AGM 2019.

#### **How the charity is constituted:** Trust

#### **Charity selection methods:**

Trustees can be appointed or by another body, or appointed/reappointed by the existing trustees at their AGM

## **Objectives and activities**

### **Summary of the objects of the charity set out in its governing document:**

The objects of the charity are

In the interests of social welfare, to improve the conditions of life of the inhabitants of the parish of St Erme, Cornwall. Without distinction of political, religious or other opinions by the provision and maintenance of:

- A Sports and Community Centre for the use of inhabitants, including use for:
  - Meetings, lectures and classes
  - Other forms of recreation and leisure-time occupation
  - A recreation ground for use by the inhabitants

### **Summary of the main activities undertaken for the benefit in relation to these objects**

The trust has ensured that a number of activities have taken place throughout the year and follow the guidance given by the Charity Commission by considering the aims of the St Erme Playing Field Trust's, trust deed to continue to give benefit and value to the community

St Erme Cricket Club currently run three adult teams (two on Saturdays and one on Wednesday evenings) and five junior teams. The age range for the junior teams is between 9-15 years. Monday night practice for juniors usually attracts up to 50 children (boys and girls) and is very popular in the village.

The club hope to have a new scoreboard in place for the new season (or 2021 season) depending on when they are allowed to play next. The club also has outdoor nets which are well used by both adults and juniors. The cricket Square and outfield is maintained by various club members.

St Erme FC played at the ground for the season and other local teams have used the facility.

There are weekly groups/activities such as Zumba, Tae Kwon Do, and an Art Group. Various parish organisations have held social and fundraising events as well as committee meetings throughout the year including the St Erme Community Enhancement Group, St Erme Fun Day Committee who hold their annual Fun Fest at the grounds which is a three day event providing family entertainment and the

opportunity for local organisations to raise money for their groups. St Erme Horticultural Society held their annual show at the centre, with garden produce, art and handicraft.

St Erme Parish Council hold their monthly meetings and have held several public meetings and consultations at the venue. The cricket club have raised funds for their club by holding social evenings, and the local primary school held their annual nativity play over two evenings.

A local darts team continues and has entered both the summer and winter leagues. Throughout the year we have continued with our annual events such as annual quiz, car treasure hunt, Easter egg hunt, children's Christmas party, children's Halloween party, bingo evenings, foot treasure hunt and annual firework night. The attendance at the bingo is still good.

During the half terms and holidays, we have put on events for the children, including children's entertainers, games and art and craft. Coffee shop refreshments were served during these events.

The annual event -afternoon tea and entertainment for the senior citizens, was again well attended and enjoyed by all.

The community fruit trees outside the Community Centre are still doing well. We have continued to work in partnership with Carn to Cove who help deliver theatre and music to rural communities. The idea is to provide a wide range of entertainment for all sections of the community and the regular monthly events have shown some good response in the later part of the year. This matter is always on the agenda and regular reviews have taken place to ensure that we are considering the community needs and wishes.

An ale and gin festival was organised in August 2019 with a repeat venture in February 2020.

The regular monthly Carvery, with concessions for senior citizens and children are well supported.

The facility has also been hired for parties, wakes, christenings, and wedding receptions throughout the year. There are many bookings in the evenings by local organisations.

It is our policy to offer reduced hire fees to local community organisations and charitable bodies.

### **Coronavirus Emergency 2020:**

This event has caused some changes towards the end of the year following closure under the government regulations on 23.3.2020. This has meant that the bar and catering operations have ceased for the time being and our hall hires are all cancelled, together with cricket and football activity. The Trustees have needed to review operations and finance in the light of these events.

The Trust is actively working with the Parish Council and the Parish Emergency Plan to help those who are suffering hardship because of the emergency. Grants may be available to help with this and are being actively researched. The Community Centre may be used as a base for these measures.

### **Additional details of objectives and activities**

We have a healthy network of volunteers from young adults to the retired who help voluntarily with fundraising events and the day to day running of our facilities which equates to approximately 3000hrs per year.

We have held volunteer days and have carried out remedial works.

We are grateful for the many hours that volunteers have spent, without their valuable time and energy we would not have been able to achieve so much.

We are still working towards extending the kitchen and adding a conservatory to the community centre to give additional space and a relaxing environment for all. This is in addition to regular maintenance and upkeep work.

The Committee has looked at the possibility of doing more work with both young people and senior citizens. We have applied for grants to help with this work.

The new front office, constructed as part of the extension process provides a good focus for administration.

In the longer term we would still like to add an indoor sports hall, additional changing rooms and the possibility of acquiring further land for a 3G pitch

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### **Achievements and performance**

#### **Summary of the main achievements of the charity during the year**

We continue to be able to provide facilities and events for the community as a whole and have managed to keep the hire costs low for the benefit of the local organisations and parishioners of St Erme, a key community benefit, where we only look to cover basic costs. Several charity events have been supported at no cost.

This has been made possible by the hire of the facility for corporate events when not required by the inhabitants of St Erme and by all our volunteers.

The costings of this arrangement have come under regular review and having kept hire charges level for many years some adjustments may be appropriate.

Our good geographic position, close to Truro and major roads, together some modern facilities help us with this.

We feel we have held events throughout the year for young and old alike which have helped bring a sense of community.

### **Structure and Financial review**

Our accounts show that the net unrestricted cash funds this year stand at £44903 but as they are prepared on a 'Receipts and Payment' basis some further detail is needed.

If some particular items are examined, a more break -even situation can be seen. In this chart some extraordinary items can be flagged up together with the way that our finances are affected.

The Trust decided to purchase the Cricket Field to secure continuity of his recreation facility (3.5 acres), for the community. There were some 9 years left on the lease.

The total cost was £23571.

The hire income is £28428 but the March 2019 invoices were settled during that month and so were in the last accounts. St Erme Playing Fields Ltd uses its computer invoicing system to invoice for the Trust and we receive the amounts normally in the month following. There has been a delay with the February 2020 income but this will be received in this accounting year.

The fence at Trenchcreek Park was a large expenditure that would normally be seen only every 15 years or so. The replacement was needed for safety reasons.

A new front door at the Centre was needed at a cost of £3647 but as this was a 7/8-year replacement it could be treated as normal maintenance although maintenance levels are high in general.

If these extraordinary items are removed it shows that basic operations are covered by income

Unrestricted Income	£	Expenditure	£
Total	32824		57060
Plus,		Less	
Hire Income		Cricket Field	16901
Taken Last Year	2704	Trenchcreek	
Hire Income		Fence	5506
Outstanding			22549
This Year	2944 5648		
NET	38472		34511

£814 is in the Other Income section but it is a payment that covers the purchase of equipment for St Erme Playing Fields Ltd with the Direct Debit coming in April 2020.

The Trust has seen a reduction in utility costs of some £1768 this year. This is mostly due to the switch in supplier for electricity in December 2019. These costs are monitored monthly.

This year the Trust has received no income from St Erme Playing Fields Ltd, that deals with all the catering and bar operation on account of the company making a very small surplus in 2018/19, needing to retain this for cash flow purposes. The accounts show £11106 received in the previous year and pricing has been reviewed and other measures taken to address the position. The issue receives continual focus in all the committee discussions and will need constant attention to ensure that overheads are well covered if the Centre expands.

There are some on-going commitments in respect of upgrade and maintenance of the kitchen, some £5000, and the moving of the cricket score box. Both of these are in conjunction with the further expansion of the hospitality area at the Community Centre which is the long-term objective £4000 has also been allocated towards the installation of a piece of toddler equipment at Trenchcreek Park. A grant of £400 from the Parish Council has been agreed for this last project.

### **Statement of the charity's policy on reserves**

The trust has a Reserves Policy to ensure that the future needs are considered for maintenance, contingencies and risk management. This is reviewed regularly.

**Declaration**

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

**R Trethewey. Chairman**

**Date 10 / 06 /2020**



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
St. Erme Playing Field Trust

No (if any)  
1101129

CC16a

## Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01/04/2019		31/03/2020

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Hire of Hall	27,128	-	-	27,128	40,201
Other Hire Charges	1,120	-	-	1,120	2,205
Fundraising	3,179	845	-	4,024	3,606
Donations		105	-	105	286
Gift Aided Income - St Erme PF Ltd	-	-	-	-	11,106
Grants		6,670	-	6,670	600
Other Income	1,397	-	-	1,397	663
Millenium Club		2,205	-	2,205	1,877
Loan Interest	-	-	-	-	721
<b>Sub total (Gross income for AR)</b>	<b>32,824</b>	<b>9,825</b>	<b>-</b>	<b>42,649</b>	<b>61,265</b>
<b>A2 Asset and investment sales, (see table).</b>					
Repayment of Loan- St Erme	-	-	-	-	5,000
PF Ltd	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,000</b>
<b>Total receipts</b>	<b>32,824</b>	<b>9,825</b>	<b>-</b>	<b>42,649</b>	<b>66,265</b>
<b>A3 Payments</b>					
Equipment	599	-	-	599	2,914
Millenium Club Payments	1,150	-	-	1,150	1,475
Utilities	10,225	-	-	10,225	11,993
Insurances and Licences	5,661	-	-	5,661	5,303
Maintenance	16,306	-	-	16,306	8,828
Fundraising	1,334	-	-	1,334	2,106
Entertainment-Events	2,700	-	-	2,700	2,385
Returned Deposits	-	-	-	-	450
Cleaning	694	-	-	694	622
Other Expenses	790			790	1,049
Defibrillator Mtce	192			192	192
Extension Costs	509			509	5,750
Donation					866
Cricket Field Purchase	16,900	6,670		23,570	
	57,060	6,670	-	63,730	43,933
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>57,060</b>	<b>6,670</b>	<b>-</b>	<b>63,730</b>	<b>43,933</b>
<b>Net of receipts/(payments)</b>	<b>- 24,236</b>	<b>3,155</b>	<b>-</b>	<b>- 21,081</b>	<b>22,332</b>
<b>A5 Transfers between funds</b>	<b>4,051</b>	<b>- 4,051</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>67,989</b>	<b>5,659</b>	<b>-</b>	<b>73,648</b>	<b>51,316</b>
<b>Cash funds this year end</b>	<b>47,804</b>	<b>4,763</b>	<b>-</b>	<b>52,567</b>	<b>73,648</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current A/C	13,359	3,398	-
	Millenium Fund	4,258	690	-
	Reserves	30,087	675	-
	Petty Cash	100	-	-
	<b>Total cash funds</b>	<b>47,804</b>	<b>4,763</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Independent Examination	Unrestricted	150	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		R Trethewey	10.6.2020	
		Chairman		



**Independent examiner's report to the trustees of  
St Erme Playing Field Trust – Registered Charity No. 110119**

I report on the accounts of the charity for the year ended 31<sup>st</sup> March 2020, which are set out on the attached pages.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**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:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave 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:**



**Date: 16<sup>th</sup> June 2020**

**Name: Chris Dennis**

**Relevant professional qualification or body:**

**Pg Cert CIPFA Charity Finance and Accounting**

**Address: 15 Liskey Hill, Perranporth, Cornwall TR6 0ET**