

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021
FOR
ST ERME PLAYING FIELD TRUST

St Emre Playing Field Trust
Registered Charity No: 1101129
Trustees' Annual Report
1st April 2020 to 31st March 2021



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	Resigned 6.1.2021	
Cllr Colin Pound		St Erme Parish Council
Mr Geoff Bonsall	ViceChair – Resigned 1.9.20	
Mrs Patricia Bowerman		
Mr Tristan Jewell		
Mrs Jennifer Gill		
Mr Nick Light		
Mr Elliot Jolly		St Erme FC
Cllr Tricia Couch	Resigned as a councillor 5.1.2021	St Erme Parish Council
Mr Edwin Riggs		
Mrs Susan Mounter		St Erme Silver Circle

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 11th July 1984 as amended by scheme dated 11th 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

Coronavirus Emergency 2020-2021:

This event had caused some changes towards the end of the previous year following closure under the government regulations on 23.3.2020. This has meant that the bar, catering and hall hire operations stopped and there was only a brief period in the summer when the Centre could open.

The need to arrange covid-safe examined and produced the risk assessments at the Centre was examined and appropriate measures were put in place, in line with government guidelines. A sub-committee dealt with the risk assessments for re-opening and the start of cricket and football. The clubs were asked for their own risk assessments and the national guidelines for these sports were followed.

The bar was briefly open and there was some cricket and football activity, before the second and third lockdown periods.

Regular hall hire dropped severely and the year saw just one entertainment event, when a Will Keating concert raised £240 for the Sowenna Appeal and just one Bingo evening.. Fireworks Night which has been one of the largest public events, The Horticultural Show and the Fun Day were cancelled

As soon as the Covid crisis started, The Trust decided to work closely with the Parish Council to help implement the Parish Emergency Plan. The Community Centre was to be the hub for relief operations locally. A group of volunteers was put together, under the Emergency Plan and grants were obtained to enable food and other supplies to be maintained for those left in difficulty because of the emergency. Various activities were arranged and some help with utilities was provided with some art materials packs for children.

We were lucky to have a committee member with experience of grant application work and the Trust is grateful to Martha Jackson for the input she provided. This enabled us to establish a firm link with Fareshare, after the Trust agreed, in January 2020, to become a hub for their distribution of surplus foods and to obtain the grants needed to provide assistance to those in need. 5.2 tons had come from this source by September 2020 with regular deliveries and collections of say 0.5 tons per week.

Public donations were sought, some which could be gift-aided and the Co-Op made their customer giving scheme available which produced £1489. Arrangements were also made for weekly collection of surplus foods, some of which was fresh, from local super markets.

Some 18 volunteers were involved here.

All this food became part of the 'Community Larder' based at the Community Centre and started on 14th April 2020.

When space in the Community Centre to store food became used up, a shipping container with a cooler unit was purchased for this purpose and another container was purchased in late March 2021 for delivery in April. This will enable the changing rooms to be freed up again. Grant funds were used for this.

In the early stages of the pandemic some 51 hot meals were produced weekly and by October 2020, 30 families were being helped regularly. At this point it is estimated that some 29348 meals had been arranged.

Some 12 volunteers were involved.

The figures provided by the Emergency Plan Committee at the end of March 2021 show:

The Community Larder has helped 86 adults and 61 children – a total of 147 people and 58 families.

It currently supports 66 adults and 44 children – a total of 110 people and 44 families

The grants were also used for the provision of face coverings at the start of the pandemic. 300 were made and distributed with 20 volunteers from Silver Circle and W.I and 2 teenagers helped make and distribute the masks.

There was also a project for children – decorating pebbles for Remembrance Day. There were meals arranged for senior citizen with some 900 provided between May and September and following a grant from Fareshare - £1000, to cover free school meals in the winter 2020/21, regular meals were provided to children in the village. All these activities underline the community benefit activity in the past year.

The Trustees have needed to review operations and finance in the light of these events

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

During the year, some of our policies were reviewed and some training for Trustees took place.

Safeguarding was always on the agenda and remains a constant consideration.

.

Achievements and performance

It has been a difficult year with only short periods of time at the start of the year and in the summer allocated to the usual work of the Trust. The hall has been hired for conferences and some sport, NHS work and social activity, but at a greatly reduced level. Cricket and Football have been seen for less than 20% of the usual time.

The need to support others in the village has been paramount and the Emergency Plan work still dominates

Structure and Financial review

Our accounts show that the net unrestricted cash funds this year stand at £46085 but as they are prepared on a 'Receipts and Payment' basis some further detail is needed.

Income.

Our hire income is shown as £2704 but this is an item carried forward from March 2020 and the small amount of income for this year - £4398, was received in April 2021 and does not appear in these accounts. All our hire bookings had to cancel, initially due to the Covid-19 crisis but there were some gaps in the year when some hires were permitted and sport was allowed and The National Blood Donor Service continued its regular weekly sessions which were allowed under the lockdown regulations throughout the year.

There was also some income from takeaway catering - £2986.

The largest income figure in unrestricted income came from grants under the government's covid assistance scheme which was based on the rateable value of the Community Centre, even though it is exempt from Business Rates.

Initially a payment of £10000 was seen, which was the level of payment made to similar organisations such as some village halls. There was no idea at the start of how long the crisis would go on or if any more support would come. As the year developed, Cornwall Council passed on more grants as the government made them available and in all £19597 was seen.

A grant of £1007 from St Erme Parish Council was agreed on account of the higher electricity costs than would have been seen had the Centre been completely shut down rather than used for Covid relief work. With the continuing use of the Centre for

relief work as the emergency has gone on, more electricity costs have been borne by the Trust.

It is likely that a further government grant scheme to help such organisations restart after the lockdown is lifted will yield funds to the Trust but there may be conditions attached and the funds must be used for this purpose only and may help us get activity back to higher levels.

St. Erme Playing Fields Ltd, which runs the bar and catering and manages the Community Centre was not fortunate in getting grants offered by the government and the Trust will possibly need to look closely at the total costs of opening up.

Expenditure.

Expenditure was contained with a slight drop in utility costs, mostly caused by the change in usage and some reduction in insurance costs.

The maintenance costs have always been large as they tend to include some replacement costs.

The Community Centre building is some 9 years old and it was decided to repaint the outside and also upgrade the kitchen to maintain good hygiene status and make catering easier. A new door was added to the north wall of the kitchen and this ties in with future plans for expansion.

The cost of the kitchen work was £4043 and the outside painting £5163.

Regular maintenance items came to £5098 but this figure includes £1045 for a mandatory electrical circuit check, (due every 5 years), £690 for maintenance of the inside partition door and £550 for the annual fire extinguisher check.

This has meant a small deficit of £2487 in unrestricted funds

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 and a constant tally has been made of overheads during the year, underlining the need to maintain a Reserve figure of £20000.

The very basic level brings this to £17000 but we need to look at the need to reimburse St Erme Playing Fields Limited for the work in the day to day management of hall hire, management of the building, bar and catering services and billing. These costs will be analysed and passed on.

Summary

The Trust has been fortunate in receiving the grants provided under government schemes and these have just covered our fixed costs and allowed some necessary expenditure on our building.

The main income stream has been the regular hall hire through functions and there is every indication from our contacts that this will resume, although it is hard to calculate the volume or how quick this will happen after the long periods of

restriction. Many organisations may reduce their use and stay with new ways of working.

Our wish will be to see sport return, regular social and entertainment events taking place and the bar and catering facilities to be available.

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 / /

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
ST ERME PLAYING FIELD TRUST

Independent examiner's report to the trustees of St Erme Playing Field Trust

I report to the charity trustees on my examination of the accounts of St Erme Playing Field Trust (the Trust) for the year ended 31 March 2021.

Responsibilities and basis of report

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

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records

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.

Mr J Mashen FCA
The Old Carriage Works
Moresk Road
TRURO
Cornwall
TR1 1DG

Date:



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
	01/04/2020		31/03/2021

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 £
A1 Receipts					
Hire of Hall	2,704	-	-	2,704	27,128
Other Hire Charges	80	-	-	80	1,120
Fundraising	278	240	-	518	4,648
Donations	50	2,527	-	2,577	105
Gift Aided Income - St Erme PF Ltd	-	-	-	-	-
Grants	20,605	48,800	-	69,405	6,670
Other Income	570	64	-	634	3,036
Interest	15	3	-	18	-
Covid Takeaways	2,986	-	-	2,986	-
Millenium Club	-	1,455	-	1,455	2,205
Loan Interest	-	-	-	-	-
Sub total (Gross income for AR)	27,288	53,089	-	80,377	44,912
A2 Asset and investment sales, (see table).					
Repayment of Loan- St Erme PF Ltd	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	27,288	53,089	-	80,377	44,912
A3 Payments					
Equipment	1,412	-	-	1,412	759
Millenium Club Payments	920	-	-	920	1,150
Utilities	8,052	-	-	8,052	10,225
Insurances and Licences	3,761	-	-	3,761	5,661
Maintenance	14,304	-	-	14,304	16,306
Fundraising	121	-	-	121	1,334
Entertainment-Events	-	-	-	-	2,700
Returned Deposits	-	250	-	250	-
Cleaning	275	-	-	275	694
Other Expenses	150	41	-	191	2,894
Defibrillator Mtce	-	192	-	192	192
Extension Costs	-	-	-	-	509
Covid Protection costs	245	-	-	245	-
Covid Takeaway Costs	535	-	-	535	-
Donation	-	-	-	-	-
Youth work Grant payments	-	78	-	78	-
Covid Work -Grants and Donations	-	36,130	-	36,130	-
Cricket Field Purchase	-	-	-	-	23,570
Sub total	29,775	36,691	-	66,466	65,994
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	29,775	36,691	-	66,466	65,994
Net of receipts/(payments)	- 2,487	16,398	-	13,911	- 21,082
A5 Transfers between funds	768	- 768	-	-	-
A6 Cash funds last year end	47,804	4,763	-	52,567	73,648
Cash funds this year end	46,085	20,393	-	66,478	52,566

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 £
B1 Cash funds	Current A/C	11,777	18,338	
	Millenium Fund	4,106	1,380	
	Reserves	30,102	675	
	Petty Cash	100	-	
	Total cash funds	46,085	20,393	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
			-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Independent Examination Fees	575	-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	