

**St Erme Playing Field Trust**  
**Registered Charity No: 1101129**  
**Trustees' Annual Report**  
**1<sup>st</sup> April 2018 to 31<sup>st</sup> March 2019**



**Reference and administration details**

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

**Other names charity is known by:**

St Erme 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 Michael Edwards	Hon Secretary/Treasurer	
Mr Phil Hodgkinson		
Mr Martin Townsend		St Erme Cricket Club
Mr Daniel Mitchell	(until 14.8.18)	Trispen FC
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
Ms Tricia Couch		St Erme Parish Council
Mr Edwin Riggs		
Mrs Susan Mounter	(from 26.2.19)	

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

Name
Mr Robert Trethewey
Mr Colin Pound
Mr Kevin Wilcocks

## **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

#### **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

The St Erme Cricket Club continued to use the grounds and facility during the summer with two adult teams, two evening league teams and three youth teams as well as providing youth cricket coaching. St Erme FC played at the ground for the season and other local teams have used the facility. Sadly, Trispen FC ceased to function this year but will be welcomed back if they re-establish.

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 WI, the St Erme Community Enhancement Group, St Erme Parish Council, 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 now hold their monthly meeting 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 family rounder's afternoon, 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 this year has improved.

We offered family entertainment on Christmas and New Year's Eve which was very well attended.

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.

We held an afternoon tea and entertainment for the senior citizens which was well attended and enjoyed by all.

During the summer holidays we held a drop - in youth evening and provided games and food for the young people in the community. We will be looking at carrying out further events.

The community fruit trees outside the Community Centre are 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

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.

### **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. The painting of the new store room extension and the outside of this extension was done by volunteers

We are grateful for the many hours 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.

The final extension works were completed this year and benefit is seen from the improved storage facility. The new front office, constructed as part of the extension process is working well and has assisted with better administration and management.

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

## **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. Our good geographic position, close to Truro and major roads, together with 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 increased by some £21.9k this year but as they are prepared on a 'Receipts and Payment' basis some further detail is needed.

We are using the computer accounting system for the Ltd company – St Erme Playing Fields Ltd to deal with all the invoicing for the Trust and the system is working well with all the amounts invoiced for 2018/19 received, together with the £7.7K outstanding at the end of 2017/18. This inflates the income by some £10.6K. The loan to the Ltd Co referred to in the last accounts (£5K), was fully repaid this year together with £720 in interest. This was needed following the VAT registration by the Company and as a Trust we can only charge interest at a commercial rate. Nevertheless, careful management of the hiring of the Centre has led to an increase in revenue with a true increase over 2017/18 of some £3.7K. The Gift Aided income from the Ltd Co is slightly lower at £11.1k but a regular review of all pricing and costs has produced results. There were also some reductions in costs, in maintenance and capital spending on equipment.

Our insurances were reviewed and the buildings cover for the Centre was increased under a professional scheme and at renewal, separate cover was established for the Trust and the Ltd co. Initially this has resulted in a small saving. Our energy supplier was changed at the end of the year by using a broker and this may save up to £2k p.a.

The main capital expenditure during the year was for a new line marker for the sports pitches- £884, a new scaffold tower for safe maintenance work- £400, and net £1k for a new piece of play equipment at Trencreek Park, assisted by a grant of £600 from the Parish Council.

There are capital commitments agreed at the end of the year:

- (A) The purchase of the freehold of the cricket field,(at present leased with 8 years remaining) to secure it as a village amenity for the future. A grant from Community Benefit monies controlled by the Parish Council will assist with this.
- (B) A new protective fence at the border of Trencreek Park – Children's Play Park

**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      16   /   07      /2019**



CHARITY COMMISSION  
FOR ENGLAND AND WALES

St Erme Playing Field Trust

1101129

## Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/04/2018		31/03/2019

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Hire of Hall	40,201	-	-	40,201	26,237
Other Hire Charges	2,205	-	-	2,205	1,750
Fundraising	3,151	455	-	3,606	4,665
Donations		286	-	286	341
Gift Aided income -St Erme PF Ltd	11,106	-	-	11,106	13,362
Grant for Trencreek Park	600	-	-	600	-
Other Income	450	213	-	663	355
Millenium Club		1,877	-	1,877	1,775
Loan Interest	721	-	-	721	-
<b>Sub total (Gross income for AR)</b>	<b>58,434</b>	<b>2,831</b>	<b>-</b>	<b>61,265</b>	<b>48,485</b>
<b>A2 Asset and investment sales, (see table).</b>					
Repayment of loan -St Erme PF Ltd - Final balance	5,000	-	-	5,000	5,000
	-	-	-	-	-
<b>Sub total</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	<b>5,000</b>	<b>5,000</b>
<b>Total receipts</b>	<b>63,434</b>	<b>2,831</b>	<b>-</b>	<b>66,265</b>	<b>53,485</b>
<b>A3 Payments</b>					
Equipment	2,914	-	-	2,914	3,594
Millenium Club Payments	1,475	-	-	1,475	1,265
Utilities	11,993	-	-	11,993	11,193
Insurances and Licences	5,303	-	-	5,303	6,810
Maintenance	8,828	-	-	8,828	13,351
Fundrasing	2,106	-	-	2,106	2,316
Entertainment-Events	2,385	-	-	2,385	1,676
Returned Deposits	450	-	-	450	1,350
Cleaning	622	-	-	622	587
Other Expenses	1,049	-	-	1,049	1,726
Fleet Defibrillator		-	-	-	2,236
Defibrillator Mtce	192	-	-	192	192
Extension Costs	5,750	-	-	5,750	39,563
Donation - Neonatal Unit		866	-	866	-
<b>Sub total</b>	<b>43,067</b>	<b>866</b>	<b>-</b>	<b>43,933</b>	<b>85,859</b>
<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>43,067</b>	<b>866</b>	<b>-</b>	<b>43,933</b>	<b>85,859</b>
<b>Net of receipts/(payments)</b>	<b>20,367</b>	<b>1,965</b>	<b>-</b>	<b>22,332</b>	<b>32,374</b>
<b>A5 Transfers between funds</b>	<b>1,380</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>46,242</b>	<b>5,074</b>	<b>-</b>	<b>51,316</b>	<b>83,691</b>
<b>Cash funds this year end</b>	<b>67,989</b>	<b>5,659</b>	<b>-</b>	<b>73,648</b>	<b>51,317</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	33,971	4,984	-
	Millenium Fund	3,893	-	-
	Reserves	30,025	675	-
	Petty Cash	100		
	<b>Total cash funds</b>	<b>67,989</b>	<b>5,659</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<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)
	Freehold Property-Community Centre	Restricted	-	925,000
	Equipment	Unrestricted	-	7,913
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Accrued Utility Costs - Now billed Quarterly	Unrestricted	+	15.05.2019
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	

**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 2019, 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: 2<sup>nd</sup> May 2019**

**Name: Chris Dennis**

**Relevant professional qualification or body:**

**Pg Cert CIPFA Charity Finance and Accounting**

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