



Oldham
Council

Trustee Annual General Meeting

Clayton Playing Fields Trust - Annual Report for the Year Ended 31 March 2019

Officer Contact: Anne Ryans – Director of Finance

Report Author: Jamie Kelly - Accountant
Ext: 1090

5 September 2019

Reason for the Decision

The purpose of this report is to recommend approval of the attached accounts (Appendix A) so that the Trustees can make an appropriate resolution at their Annual General Meeting approving the accounts of the Clayton Playing Fields Trust for the year ended 31 March 2019.

Recommendations

It is recommended that Trustees approve the Clayton Playing Fields Trust accounts for the year ended 31 March 2019.

Clayton Playing Fields Trust – Annual Report for the Year Ended 31 March 2019

1 Background

- 1.1 The Charity Commission requires all charities to hold an annual general meeting and approve the latest year's financial statement at the meeting. It is also a requirement that an annual return is sent to the Charity Commission with, amongst other things, the main financial details. The presentation of this report and approval of its recommendations will enable the Trustees to discharge this requirement.

2 Current Position

- 2.1 The tables below summarise the financial position of the Trust as at 31 March 2019. The accounts are presented in full at Appendix A.

Table 1 – Revenue Account

Revenue Account	2018/19 £	2017/18 £
Expenses	37,985	35,085
Income from Lettings	(8,625)	(6,962)
Interest on Investments	(360)	(360)
Total income for activities	<u>(8,985)</u>	<u>(7,322)</u>
Deficit prior to OMBC contribution	29,000	27,763
OMBC contribution	29,000	27,763

Balance Sheet	2018/19 £	2017/18 £
Investments	54,500	54,500
Accumulated fund	54,500	54,500

- 2.2 The key points to note are:

- Expenses of £37,985 were incurred which were higher than the £35,085 incurred in 2017/18.
 - Income from lettings was £8,625 which is £1,643 higher than the £6,962 received in 2017/18.
 - Interest on investments was £360, the same as 2017/18.
 - The Council is required to make up the deficit this year of £29,000, which is an increase of £1,237 compared to 2017/18. This is funded from the Councils Asset Management budget.
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- The Trust has investments of £54,000 which are managed by the Council.

3 Options/Alternatives

3.1 The options available to the Trustees are:

- (a) To approve the accounts as set out in Appendix A and make the appropriate annual submission to the Charity Commission by 31 January 2020
- (b) To not approve the accounts as set out in Appendix A. This would mean that the Trust would not be able to make a resolution at their Annual General Meeting and comply with the financial requirements of the Charity Commission

4 Preferred Option

4.1 The preferred option is for the Trustees to approve the accounts so that the Trustees can make an appropriate resolution at their annual general meeting as required by the Charity Commission.

5 Consultation

5.1 Appropriate officers have been consulted in compiling this report.

6 Financial implications

6.1 The total Oldham Council contribution towards administering the Clayton Playing Fields for the financial year 2018/19 as set out in Appendix A was £29,000. A budget to support this contribution is held within the Asset Management Service as part of the People and Place Directorate.

6.2 The accounts show an increase in revenue support by the Council to Clayton Playing Fields. This is due to an increase in administration costs including a small increase in the annual insurance costs.

6.3 On approval of the accounts, an annual return for the year ended 31 March 2019 will be submitted to the Charity Commission to comply with the deadline of 31 January 2020. (Matthew Kearns)

7 Legal Services Comments

None

8 Co-operative Agenda

8.1 The operation of the playing fields supports the Council's co-operative agenda by providing a facility for local clubs which they would not individually be able to sustain.

9 Human Resources Comments

9.1 None

10 Risk Assessments

10.1 None Required

11 IT Implications

11.1 None.

12 Property Implications

12.1 Revenue corporate property budgets have supported the works at Clayton Playing Fields in 2018/19.

12.2 Going forward, health & safety day-to-day repairs and maintenance will be picked up by the Corporate Landlord budget. It is not currently anticipated that further capital will be required. (Peter Wood)

13 Procurement Implications

13.1 None.

14 Environmental and Health & Safety Implications

14.1 None

15 Equality, community cohesion and crime implications

15.1 None

16 Equality Impact Assessment Completed?

16.1 N/A.

17 Key Decision

17.1 No

18 Key Decision Reference

18.1 N/A

19 Background Papers

19.1 None

20 Appendices

20.1 Appendix A – Clayton Playing Fields Trust Accounts

Appendix A

Clayton Playing Fields Trust

Revenue Account for the Year Ended 31 March 2019

Detail	Notes	2018/19 £	2017/18 £
Expenditure			
Grounds Maintenance		29,817	29,090
Insurance	1	593	570
Administration	2	7,575	5,425
Total Expenditure		<u>37,985</u>	<u>35,085</u>
Income			
Football pitches	3	(8,625)	(6,962)
Interest on Investments	4	(360)	(360)
Total Income (excl. Oldham Council contribution)		(8,985)	(7,322)
Contribution from Oldham Council (Asset Management revenue budget)		(29,000)	(27,763)
Total Income		<u>(37,985)</u>	<u>(35,085)</u>

Notes to the Revenue Account

- 1 A nominal amount has been charged for insurance
- 2 Administration charges are based on clerical assistance provided through the People and Place Directorate and equates to 0.25 FTE.
- 3 A certain level of free use is provided, which has not been quantified.
- 4 Investment income is derived from the investment of the Trust's accumulated fund as part of the Council's overall cash balances. Interest is credited in line with the investment rate received by the Council.

Balance Sheet for the Year Ended 31 March 2019

Detail		2018/19 £	2017/18 £
Investments		54,500	54,500
Accumulated Fund		54,500	54,500