



Oldham
Council

Trustee Annual General Meeting

Clayton Playing Fields Trust - Annual Report for the Year Ended 31 March 2020

Officer Contact: Anne Ryans – Director of Finance

Report Author: Jamie Kelly - Accountant

Ext: 1090

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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 2020.

Recommendations

It is recommended that Trustees approve the Clayton Playing Fields Trust accounts for the year ended 31 March 2020.

Clayton Playing Fields Trust – Annual Report for the Year Ended 31 March 2020

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 2020 (with a comparison to the accounts for 2018/19). The accounts are presented in full at Appendix A.

Table 1 – Revenue Account

Revenue Account	2019/20 £	2018/19 £
Expenses	39,132	37,985
Income from Lettings	(8,540)	(8,625)
Interest on Investments	(465)	(360)
Total income from Activities	(9,005)	(8,985)
Deficit Before OMBC Contribution	30,127	29,000
OMBC Contribution	30,127	29,000

Table 2 – Balance Sheet

Balance Sheet	2019/20 £	2018/19 £
Investments	54,500	54,500
Accumulated Fund	54,500	54,500

- 2.2 The key points to note are:

- Expenses of £39,132 were incurred which were higher than the £37,985 incurred in 2018/19.
 - Income from lettings was £8,540 which is a reduction of £85 from the £8,625 received in 2018/19.
 - Interest on investments was £465, an increase of £105 from 2018/19.
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- The Council is required to make up the deficit which for 2019/20 was £30,127, which is an increase of £1,127 compared to 2018/19. This is funded from the Councils Asset Management budget.
 - 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 2021
- (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 Clayton Playing Fields for the financial year 2019/20 (as set out in Appendix A) was £30,127. A budget to support this contribution is held within the Councils 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 mainly 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 2020 will be submitted to the Charity Commission to comply with the deadline of 31 January 2021. (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 2019/20.

- 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
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19 Background Papers

19.1 None

20 Appendices

20.1 Appendix A – Clayton Playing Fields Trust Accounts

Clayton Playing Fields Trust

Revenue Account for the Year Ended 31 March 2020

Detail	Notes	2019/20 £	2018/19 £
Expenditure			
Grounds Maintenance	1	30,562	29,817
Insurance	2	617	593
Administration	3	7,953	7,575
Total Expenditure		<u>39,132</u>	<u>37,985</u>
Income			
Football Pitches	4	(8,540)	(8,625)
Interest on Investments	5	(465)	(360)
Total Income (excl. Oldham Council contribution)		(9,005)	(8,985)
Contribution from Oldham Council (Asset Management revenue budget)		(30,127)	(29,000)
Total Income		<u>(39,132)</u>	<u>(37,985)</u>

Notes to the Revenue Account

- 1 The Grounds Maintenance charge is the cost of maintaining the pitch.
- 2 A nominal amount has been charged for insurance
- 3 Administration charges are based on clerical assistance provided through the People and Place Directorate and equates to 0.25 FTE.
- 4 A certain level of free use is provided, which has not been quantified. But the amount included is from regular club football use.
- 5 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 2020

Detail	2019/20 £	2018/19 £
Investments	54,500	54,500
Accumulated Fund	54,500	54,500