



**Oldham**  
Council

## **Trustee Annual General Meeting**

### **Clayton Playing Fields Trust - Annual Report for the Year Ended 31 March 2022**

**Officer Contact:** Anne Ryans – Director of Finance

**Report Author:** John Edisbury - Accountant

**28th September 2022**

#### **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 2022.

#### **Recommendations**

It is recommended that Trustees approve the Clayton Playing Fields Trust accounts for the year ended 31 March 2022.

## Clayton Playing Fields Trust – Annual Report for the Year Ended 31 March 2022

### 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 2022. The accounts are presented in full at Appendix A.

**Table 1 – Revenue Account**

Revenue Account	2021/22 £	2020/21 £
Expenses	41,061	40,680
Income from Lettings	(14,228)	(10,692)
Interest on Investments	(168)	(168)
Total income for activities	<u>(14,396)</u>	<u>(10,860)</u>
Deficit prior to OMBC contribution	26,665	29,820
OMBC contribution	26,665	29,820

Balance Sheet	2021/22 £	2020/21 £
Investments	54,500	54,500
Accumulated fund	54,500	54,500

2.2 The key points to note are:

- Expenses of £41,061 were incurred which were higher than the £40,680 incurred in 2020/21.
- Income from lettings were £14,228 which is an increase of £3,536 from the £10,692 received in 2020/21.
- Interest on investments was £168, therefore no change from 2020/21.
- The Council is required to make up the deficit this year of £26,665, which is a decrease of £3,155 compared to 2020/21.
- The deficit is funded from the Councils Asset Management budget.
- The Trust has investments of £54,500 which are managed by the Council and generated the £168 as highlighted above.

### **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 2023.
- (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 (a), that the Trustees 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 Council's contribution towards administering Clayton Playing Fields for the financial year 2021/22 (as set out in Appendix A) was £26,665. This is less than the previous year's support figure of £29,820. The reduction is mainly the result of increased income received for the hire of pitches due to the lifting of pandemic restrictions.

6.2 This contribution was met from a permanent dedicated revenue budget within the Council's Asset Management Service (Place & Economic Growth Directorate).

6.3 On approval of the accounts, an annual return for the year ended 31 March 2022 will be submitted to the Charity Commission to comply with the deadline of 31 January 2023.

(James Postle)

## **6 Legal Services Comments**

None

## **7 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 Corporate property revenue budgets have supported the works at Clayton Playing Fields in 2021/22.

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.

(Rosalyn Smith)

## **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 2022

Detail	Notes	2021/22 £	2020/21 £
<b>Expenditure</b>			
Grounds Maintenance	1	32,109	31,526
Insurance	2	668	642
Administration	3	8,284	8,712
<b>Total Expenditure</b>		<b><u>41,061</u></b>	<b><u>40,680</u></b>
<b>Income</b>			
Football pitches	4	(14,228)	(10,692)
Interest on Investments	5	(168)	(168)
<b>Total Income (excl. Oldham Council contribution)</b>		<b>(14,396)</b>	<b>(10,860)</b>
Contribution from Oldham Council (Asset Management revenue budget)		(26,665)	(29,820)
<b>Total Income</b>		<b><u>(41,061)</u></b>	<b><u>(40,680)</u></b>

#### Notes to the Revenue Account

- 1 The Grounds Maintenance charge is calculated based on the fees & charges percentage uplift applied.
- 2 A nominal amount has been charged for insurance.
- 3 Administration charges are based on clerical assistance provided through the Place & Economic Growth Directorate and equates to 0.25 FTE.
- 4 A certain level of free use is provided, which has not been quantified.
- 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 2022

Detail		2021/22 £	2020/21 £
<b>Investments</b>		<b>54,500</b>	<b>54,500</b>
<b>Accumulated Fund</b>		<b>54,500</b>	<b>54,500</b>

