

WHATTON & ASLOCKTON PLAYING  
FIELD COMMITTEE

---

ANNUAL REPORTS AND ACCOUNTS  
FOR THE YEAR ENDED  
31<sup>ST</sup> MARCH 2009

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## **The Playing Field**

The freehold of the playing field was purchased jointly by Aslockton Parish Council and Whatton-in-the-Vale Parish Council in 1994, with the aid of a grant from the Big Lottery Fund.

In May 2006 the Parish Councils entered into a Deed of Dedication with the National Association of Playing Fields (now Fields in Trust). The Deed of Dedication ensures that the playing field will remain a recreational facility in perpetuity for the benefit of the residents of Aslockton and Whatton-in-the-Vale.

The Deed of Dedication also appointed Aslockton Parish Council and Whatton-in-the-Vale Parish Council as the Sole Trustee (the 'Trustee').

In 2006 the Trustee delegated the day-to-day management of the Playing Field to the Whatton and Aslockton Playing Field Committee (the 'Committee').

The Committee comprises:

Two members appointed by Aslockton Parish Council;

Two members appointed by Whatton-in-the-Vale Parish Council;

One member appointed by Aslockton Cranmers Football Club;

One member appointed by the Greyhounds Football Club;

One member appointed by Whatton and Aslockton Cricket Club;

One member appointed by Whatton Football Club and

Four members elected at the Annual General Meeting.

The Committee may also co-opt two additional Members.

Members serve until the Annual General Meeting.

The Chairman, Vice-Chairman, Treasurer and Secretary are elected by the Committee at the committee meeting immediately following the Annual General Meeting.

## Committee

### Introduction

The members named below served for the whole or part of the period under review.

### Members

| Name                           | Tenure  | Residence           |
|--------------------------------|---|---------------------|
| Bob Crawford <sup>3</sup>      | Appointed by the Greyhounds Football Club       | Aslockton           |
| Brian Crawford                 | Appointed by Aslockton Parish Council           | Aslockton           |
| Dudley Bendall                 | Appointed by Aslockton Parish Council           | Aslockton           |
| Ray Dawson <sup>3,2</sup>      | Appointed by Whatton-in-the-Vale Parish Council | Whatton-in-the-Vale |
| Barbara Harris <sup>1,2</sup>  | Elected   | Whatton-in-the-Vale |
| Carole Key <sup>1,2</sup>      | Elected   | Whatton-in-the-Vale |
| Richard Lambourne <sup>3</sup> | Appointed by Whatton & Aslockton Cricket Club   | Bingham             |
| Gerry Nerney <sup>2</sup>      | Co-opted  | Aslockton           |
| Hilary Ragsdale <sup>1,2</sup> | Elected   | Whatton-in-the-Vale |
| Gregg Redford <sup>3</sup>     | Appointed by Whatton-in-the-Vale Parish Council | Whatton-in-the-Vale |
| Penny Seagrave                 | Appointed by Aslockton Cranmers Football Club   | Whatton-in-the-Vale |
| Terri Warnham <sup>1,2</sup>   | Co-opted  | Whatton-in-the-Vale |

<sup>1</sup> Member of the Fun-day Committee

<sup>2</sup> Member of the Play Equipment Committee

<sup>3</sup> Member of the Pavilion Committee

### Officers

|                    |                 |
|--------------------|-----------------|
| Chairman           | Gregg Redford   |
| Vice-Chairman      | Brian Crawford  |
| Honorary-Treasurer | Dudley Bendall  |
| Secretary          | Hilary Ragsdale |

## **Chairman's Review**

### **Introduction**

This is the second year of the new committee structure and in broad terms it has been a successful year. The individual elements of the playing field activities are provided in more detail below, but in general the committee has met its objectives for 2008/9.

The Playing Field is lucky in having a pro-active and dedicated committee who not only give their time freely to attend and contribute to our monthly meetings and thus the overall management of the field, but many also contribute to the practical maintenance of the facilities.

### **Play equipment**

The year saw the completion of the Play Equipment project with the installation in February of equipment for the under 6's. The playing field now has a full range of equipment to cater for toddlers to teenagers. On behalf of the committee I would like to thank the Play Equipment Committee for their work in delivering this project.

The work of the Play Equipment committee is ongoing in looking for funding to increase and enhance the play equipment in the future.

### **Sports areas**

On behalf of the committee I would like to thank our Ground Managers for their work in ensuring that all our playing surfaces remain 'playable'. Both our Ground Managers, Bob Crawford (Football season) and Richard Lambourne (Cricket Season) give their time to ensure that our playing surfaces remain in the best condition possible.

In the year we hosted 60 football games on the Senior (11 a side) pitch, 20 each for Aslockton Cranmers Football Club (the Under 12s and Under 11s), Greyhounds Football Club and Whatton United Football Club. In addition we provided facilities on the two junior pitches (7 a side) for 50 games to be played by the Aslockton Cranmers under 8s, Under 7s and Under 6s football teams.

The committee has agreed that in addition to the Aslockton Cranmer teams accommodated this year, an additional Under 5s team can be provided for next year.

Whatton and Aslockton Cricket 1<sup>st</sup> 11 played 20 games, with a further 12 being played by the Second/Junior 11. Youth Cricket was also played during the year.

### **Pavilion**

The exterior of the pavilion was renovated during the year, thanks to the efforts of Ray Dawson who provided his services free of charge.

It is the intention to renovate the interior and replace the furniture in early 2009.

### **Fun Day**

The 3<sup>rd</sup> Annual Fun day took place on the 13<sup>th</sup> July 2008. Whilst the main aim of the day is to raise funds for the Playing Field, the committee considers creating a community event as

equally important. The event boosted funds by approximately £500 and was considered a success by those who attended.

The event is organized by the Fun Day committee who intend to build on the success of the previous years and hope to widen the day to include participation events.

## **Ground**

The whole of the perimeter of the field has been skimmed and the hedge has been reduced to approximately 1 metre. As a result of vandalism a stretch of fencing has be replaced on the Dark Lane boundary and the fence on the east side has been repaired.

## **Forward projects**

### **Play Equipment**

As was stated previously, the Play Equipment Committee will continue examine opportunities for developing the range of the Play Equipment.

### **Pavilion**

The Pavilion committee will continue to examine options for replacing the current pavilion.

Gregg Redford – CHAIRMAN

April 2009

## Operating Profit and Loss Account

|   | Note | Year Ended<br>31 <sup>st</sup> March<br>2009<br>£'s | Year Ended<br>31 <sup>st</sup> March<br>2008<br>£'s |
|---|------|---|---|
| Income from Ground Rental                     | 2    | 1,116   | 1,536   |
| Income from Pavilion Rental                   | 3    | 600   | 600   |
| Gross Income from Fund Raising<br>Activities  | 4    | 1,028   | 1,002   |
| Parish Council Funding Contribution           | 5    | 2,500   | 2,500   |
| Revenue Grants                                | 6    |   |   |
| Donations                                     | 7    |   |   |
| Other income                                  | 8    | 89  | 0   |
| <b>TOTAL INCOME</b>                           |      | <b>5,333</b>  | <b>5,638</b>  |
| Subscriptions, Licenses etc                   | 9    | 21  | 0   |
| Printing and Stationary                       | 10   | 0   | 26  |
| Postage and Delivery                          | 11   | 0   | 7   |
| Insurance – Third Party and Play<br>Equipment | 12   | 664   | 512   |
| Insurance – Building and Contents             | 13   | 306   | 316   |
| Water Charges                                 | 14   | 76  | 82  |
| Equipment and Field Safety checks             | 15   | 71  | 60  |
| Rent – Meetings                               | 16   | 44  | 79  |
| Council Tax                                   | 17   | 111   | 107   |
| Fund Raising Expenditure                      | 18   | 385   | 328   |
| Grass Cutting                                 | 19   | 1,337   | 1,138   |
| Pavilion Maintenance                          | 20   | 332   | 128   |
| Ground and Boundary Maintenance               | 21   | 589   | 60  |
| Trade Waste disposal                          | 22   | 44  | 49  |
| Miscellaneous Expenses                        | 23   | 250   | 0   |
| <b>TOTAL EXPENSES</b>                         |      | <b>4,230</b>  | <b>2,892</b>  |
| <b>PROFIT – TRANSFERRED TO RESERVES</b>       |      | <b>1,103</b>  | <b>2,746</b>  |

Adopted by the Committee on the 22<sup>nd</sup> April 2009.



## Capital Projects Financing Activities

|  | Year Ended<br>31 <sup>st</sup> March<br>2009<br>£'s | Year Ended<br>31 <sup>st</sup> March<br>2008<br>£'s |
|--|---|---|
| Grant from Rushcliffe Play Strategy  | 21,698  |   |
| <b>TOTAL INCOME</b>  | <b>21,698</b>                                       |   |
| Grant to Whatton-in-the-Vale and<br>Aslockton Parish Councils for Over 6 and<br>Teenage Play | 15,707  |   |
| Payment to Lawson Surfacing for Over 6<br>and Teenage Play Area                              | 3,478   |   |
| Grant to Whatton-in-the-Vale and<br>Aslockton Parish Councils for Under 6's<br>Play area     | 3,250   |   |
| <b>TOTAL EXPENDITURE</b>   | <b>22,435</b>                                       |   |
| SHORTFALL IN CAPITAL PROJECTS  | (737)   |   |
| FUNDING INCOME – TRANSFER FROM<br>RESERVES   | 30  |   |

Adopted by the Committee on the 22<sup>nd</sup> April 2009.

## Balance Sheet

|                                      | Note | Year Ended<br>31 <sup>st</sup> March<br>2009<br>£'s | Year Ended<br>31 <sup>st</sup> March<br>2008<br>£'s |
|--------------------------------------|------|---|---|
| <b>CURRENT ASSETS</b>                |      |   |   |
| Current Account                      | 24   | 2,635   | 1,432   |
| Prepayments                          | 25   | 390   | 273   |
| Cash-in-hand and Petty Cash          | 26   | 284   | 366   |
| Sales Ledger                         | 27   | 0   | 688   |
| <b>TOTAL CURRENT ASSETS</b>          |      | <b>3,309</b>  | <b>2,757</b>  |
| <b>CREDITORS DUE WITHIN ONE YEAR</b> |      |   |   |
| Purchase Ledger                      | 28   | 186   | 0   |
| Accruals                             | 29   | 11  | 11  |
| <b>TOTAL CREDITORS</b>               |      | <b>197</b>  | <b>11</b>   |
| <b>NET CURRENT ASSETS</b>            |      | <b>3,112</b>  | <b>2,746</b>  |
| <b>CAPITAL AND RESERVES</b>          |      |   |   |
| Retained earnings brought forward    | 30   | 3,112   | 2,746   |

Adopted by the Committee on the 22<sup>nd</sup> April 2009.

## Cash Flow Statement

|   | <b>Year Ended<br/>31<sup>st</sup> March<br/>2009<br/>£'s</b> |
|---|--|
| <b>OPERATING ACTIVITIES</b>                           |  |
| Net Income  | 1,103  |
| <b>Adjustments to reconcile net income to cash</b>    |  |
| Decrease in outstanding debtors                       | 687  |
| Increase in Prepayments                               | (118)  |
| Increase in outstanding creditors                     | 186  |
| <b>Net Cash provided by Operating activities</b>      | <b>1,858</b>   |
| <b>FINANCING ACTIVITIES</b>                           |  |
| Transfer to Play Equipment fund from General Reserves | (737)  |
| <b>Net Cash provided by Financing Activities</b>      | <b>(737)</b>   |
| <b>Net cash change for the period</b>                 | <b>1,121</b>   |
| <b>Cash at beginning of the period</b>                | <b>1,798</b>   |
| <b>Cash at the end of the period</b>                  | <b>2,919</b>   |

Adopted by the Committee on the 22<sup>nd</sup> April 2009.

## Accounting Policies and Other information

### Accounting Policies

#### Introduction

The financial statements have been prepared under the historical cost convention. The Playing Field Committee do not directly own any fixed assets. Any fixed assets are held by Aslockton Parish and Whatton-in-the-Vale Parish Councils, these accounts therefore do not account for depreciation.

#### Income and Expenditure

Where income is received in advance, recognition is deferred and included in creditors and where entitlement arises before income is received the income is accrued.

Where expenditure is made prior to the service or goods being provided the 'unused' element of the cost are carried forward into the next financial year as a 'prepayment'. Where goods or services have been received, but not yet invoiced, the amount is included in these accounts as an accrual.

No amounts are included in the financial statements for services donated by volunteers.

#### Reserves

Surpluses are transferred to Reserves, in the following manner:

- General Reserve – The target level for the General Reserve is an amount equal to the anticipated annual expenditure. Any surpluses are applied firstly to this reserve to maintain the target level.
- Pavilion Reserve – This reserve is a capital reserve to help fund the provision of a new pavilion. This reserve ranks second.
- Play Equipment Reserve – This reserve is a capital reserve to help fund the replacement or additions to the Play Equipment. This reserve ranks third.

Where donations or fund raising activities are for specific purpose proceeds of such donations or funding-raising will be allocated directly to the specified reserve.

#### Charity Status

Clause 4 (5) of the Deed of Dedication requires that *'it shall forthwith secure the registration of the charitable trust herein declared under the provisions of the Charity Act 1993 (or any re-enactment, replacement or amendment of it)*. At the year-end no such registration had been made.

## Notes to the Accounts

1. These notes amplify various issues in the Accounts. The number in the 'Note' column in the Profit and Loss and Balance Sheet relates to these notes.
2. **Ground Rental** is derived from the four sports clubs using the facilities. The clubs are invoiced in November of each year. The 2007/2008 comparative figure includes a payment of £500 that was a payment for the prior year (2006/2007).
3. **Pavilion Rental** is derived from the four sports club the facility. The clubs are invoiced in November of each year.
4. **Gross Income from Fund Raising Activities** in the year under review relates to Income from the Christmas Raffle and the Fun Day. Corresponding expenditure is included in **Fund Raising Expenditure** (see note 18). Income from the Christmas Raffle amounted to £250; the Fun Day's gross income was £778. For detailed information on the Fun Day see Fun Accounts.
5. **Parish Council Funding Contribution** reflects the Annual Contribution towards the running costs of the Playing Field by Aslockton and Whatton-in-the-Vale Parish Councils.
6. **Revenue Grants** – there were no revenue grants during the year.
7. **Donations** – there were no donations made during the period.
8. **Other Income** represents a bank error.
9. **Subscriptions, Licenses etc.** represents the cost of the Event License for the Fun Day.
10. **Printing and Stationary** – there was no expenditure in the year.
11. **Postage and Delivery** – there was no expenditure in the year.
12. **Insurance Third Party and Play Equipment** – The cost of Third Party Liability and Play Equipment Insurance.
13. **Insurance Building and Contents**- The cost of the building and contents insurance for the Pavilion.
14. **Water Charges** - The cost of the metered water supply.
15. **Equipment and Field Safety Checks**- the cost of the annual RoSPA annual play equipment check.
16. **Rent** reflects the cost of hiring the Jubilee for meetings.
17. **Council Tax** reflects the Council Tax payment made to Rushcliffe Borough; the actual cost includes a discretionary 80% reduction.
18. **Fund Raising Expenditure** – reflects the Fun Day costs of £345 and £40 for a lotteries license.
19. **Grass Cutting** – the field is cut by Whatton and Aslockton Cricket Club during the Cricket Season and the Greyhounds Football Club in the football season.
20. **Pavilion Maintenance** includes the replacement of two windows (damaged by vandals) and the material cost of the refurbishment of the exterior, the labour was provided by Ray Dawson at no cost.
21. **Ground and Boundary Maintenance** includes costs for the replacement of a section of fencing on the Dark Lane boundary and the eastern boundary, both damaged by vandals. The whole of the internal perimeter of the field has been strimmed and the Dark Lane hedge reduced to approximately one metre.
22. **Trade Waste disposal** represents the cost to Rushcliffe Borough Council of collecting waste.

23. **Miscellaneous Expenses** represents the cost of providing six sets of key and two 'gazebo's' for use at the Fun Day.

24. **Current Account** represents the funds held at the National Westminster Bank Limited, Bingham Branch.

**BANK RECONCILIATION**

|  |                         |
|--|-------------------------|
| Balance per Bank Statement (31/3/2009) | £2,326.61               |
| Cash in Transit                        | <u>£308.00</u>          |
| Bank balance per Balance Sheet         | <b><u>£2,634.61</u></b> |

25. **Prepayments** represent the prepayment of Insurances.

26. **Cash-in-hand and Petty Cash** represent the Petty Cash balance.

27. **Sales Ledger** there was no outstanding debtors at the year end.

28. **Purchase Ledger** represents outstanding supplier invoices.

29. **Accruals** represent an un-presented supplier invoice.

**30. Capital and Reserves and Financing Movements**

|                               | General<br>Reserve<br>£s | Play<br>Equipment<br>Reserve<br>£s | Total<br>£s         |
|-------------------------------|--------------------------|------------------------------------|---------------------|
| Reserve brought forward       | 2,746                    |                                    | 2,746               |
| Grant Received                |                          | 21,698                             | 21,698              |
| Grants Awarded                |                          | (22,935)                           | (22,935)            |
| Transfer from General Reserve | (737)                    | 737                                | 0                   |
| Retained Profit for the Year  | 1,103                    |                                    | 1,103               |
| <b>CLOSING RESERVES</b>       | <b><u>3,112</u></b>      | <b><u>0</u></b>                    | <b><u>3,112</u></b> |

## Fun Day Accounts

2008

### INCOME

Rental

*Stalls*

£ 45.00

*Fun Fair*

£ 50.00

£ 95.00

Sales

*Food, Beer, Tea etc*

£ 658.18

Donations and Contributions

*Sheep Race (Bob Crawford)*

£ 25.00

### TOTAL INCOME

£ 778.18

£778.18

### EXPENDITURE

Bar

*Drinks*

£ 168.33

*Wine*

£ 13.99

*Ice*

£ 15.00

£ 197.32

Food

*Beef burgers, bread etc*

£ 115.08

*Gas*

£ 17.35

£ 132.43

Tea Room

*Tea etc*

£ 14.78

£ 14.78

### TOTAL EXPENDITURE

£ 344.53

(£344.53)

### EXCESS OF INCOME OVER EXPENDITURE

£433.65

## Notice of Annual General Meeting

Notice of the 3<sup>rd</sup> Annual General Meeting of the Whatton & Aslockton Playing Field Committee in the Jubilee Hall, Church Street, Whatton-in-the-Vale

At 8:00 pm

On Wednesday 20<sup>th</sup> May 2009

### AGENDA

1. Chairman's Report.
2. Presentation and adoption of the Accounts for the Year-ended 31<sup>st</sup> March 2009.
3. Election of a maximum of Four Committee Members in accordance with Clause 2 of the Rules Governing the Conduct of the Management Committee.
4. Any other business.

#### Notes:

*The Committee consists of:*

*Two members appointed by Aslockton Parish Council*

*Two members appointed by Whatton-in-the-Vale Parish Council*

*One member appointed by Aslockton Cranmer FC*

*One member appointed by The Greyhounds FC*

*One member appointed by Whatton and Aslockton Cricket Club*

*One member appointed by Whatton United FC and*

*Four members elected by the residents of Aslockton, Scarrington and Whatton-in-the-Vale.*

*Nominations for proposed Elected Members may be presented at least 7 days prior to the meeting sent to: The Chairman, W&APFC, 17, Burton Lane, Whatton-in-the-Vale, Notts NG13 9EQ. All nominations must be supported by a proposer and seconder. Proposers and seconds must be a resident of Aslockton, Scarrington or Whatton-in-the-Vale and must be over 18 years. Nomination forms are available from the Secretary or the Chairman.*

*Residents of Aslockton, Scarrington and Whatton-in-the-Vale aged 18 years and over are entitled to vote. Extract from the rules: 'Every matter must be decided by majority decision of those present and voting. The Chairman may cast a second or casting vote only if there is a tied vote.'*

*Details of Any Other Business MUST be submitted no later than May 13<sup>th</sup> 2009.*

*Details should be sent to: The Chairman, W&APFC, 17, Burton Lane, Whatton-in-the-Vale, Notts NG13 9EQ.*