

REGISTERED CHARITY NUMBER: 305018

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017
FOR
EFFINGHAM VILLAGE RECREATION TRUST**

Kings Mill Partnership
75 Park Lane
Croydon
Surrey
CR9 1XS

EFFINGHAM VILLAGE RECREATION TRUST

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FOR THE YEAR ENDED 31 MARCH 2017**

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EFFINGHAM VILLAGE RECREATION TRUST

**REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 MARCH 2017**

TRUSTEES

Mrs G Bowerman (Chair)
Mrs E I Hogger (Secretary)
Ms S Morris
Dr C J Hogger (Treasurer)
Mr C G Iles

PRINCIPAL ADDRESS

King George V Hall
Browns Lane
Effingham
Surrey
KT24 5ND

REGISTERED CHARITY NUMBER

305018

INDEPENDENT EXAMINER

Kings Mill Partnership
75 Park Lane
Croydon
Surrey
CR9 1XS

BANKERS

CAF Bank Ltd
25 Kings Hill Avenue
West Malling
Kent
ME19 4JQ

Santander (UK) PLC
2 Triton Square
Regent's Place
London
NW1 3AN

EFFINGHAM VILLAGE RECREATION TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017

The trustees present their report with the financial statements of the charity for the year ended 31 March 2017. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Charity Objectives

The Charity Scheme (August 2009) states that object of the Charity is, for the public benefit, to provide or assist in the provision, support and maintenance of facilities for recreation and other leisure-time occupation for the inhabitants of the area of benefit, in particular through the provision of a village hall and recreation grounds. The area of benefit is defined by the Scheme to be the Parish of Effingham and its immediate neighbourhood.

Public benefit

When planning the Trust's activities for the year, the Trustees have considered the Charity Commission's guidance on public benefit and are satisfied these are in compliance.

Staff and Volunteers

The Charity's staff during the year consisted of two part-time employees (manager and caretaker). In the previous year there were three part-time employees (manager, caretaker and groundsman); the groundsman role has been replaced by the services of an external contractor. No volunteers have been involved in the running of the Charity.

ACHIEVEMENT AND PERFORMANCE

Review of Activities

The principal achievement during the year has been the elimination of the liabilities and costs entailed in the use of Charity-owned heavy machinery for grounds maintenance; by engaging an external contractor for this work the Charity has been able to reduce its risk and expenditure whilst obtaining an excellent standard of work in the grounds. Within the building the Charity has spent funds from three new grants during the year to improve energy efficiency, to refurbish a kitchen and foyer and to provide a heritage gallery. Regarding online services the Charity has implemented a new website and new cloud-based software for managing customer data, hire agreements, bookings and invoices. New software has also been implemented for managing ledgers and budgets. All these developments have contributed to the Charity's ability to continue serving a wide range of users enjoying many kinds of recreational and sporting activity through the hiring of the Charity's facilities, whilst at the same time maintaining sound control of income and expenditure.

External Organisations

The Charity is grateful to Effingham Parish Council, Guildford Borough Council, Surrey County Council and Thamesway Sustainable Communities Limited for grant funding received during the year. The Charity has also benefited from the continuing provision by Surrey Community Action of staff training courses and payroll services.

FINANCIAL REVIEW

Financial performance

It is the policy of the Charity to generate sufficient income to meet all expenditure required to operate and maintain the building and the grounds, to finance continuing expansion and improvement of facilities in order to ensure that they remain adequate for meeting the objects of the Charity and to provide a sufficient cash reserve to meet all reasonable contingencies. During the year the Charity has fulfilled this policy by generating a surplus of £26,478 (2016: £23,825), thus resulting in the Charity having an unrestricted net income of £13,027 that it intends to contribute towards the financing of the future refurbishment mentioned above.

EFFINGHAM VILLAGE RECREATION TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017

FINANCIAL REVIEW

Reserves policy

The Trustees have forecast the level of free reserves (that is those funds not tied up in fixed assets, designated and restricted funds) the charity will require to sustain its operations. The Trustees consider that the most appropriate level of free reserves at 31 March 2017 is £60,000. Whilst the current level of reserves may prove sufficient, it is the Trustees' view that it is prudent to ensure there are sufficient free reserves to provide financial flexibility for future years.

Designated Funds

The Trustees have reviewed the current status of its designated funds, of which an additional reserve is to be set up titled, 'Future Project Fund'. The total designated funds are £88,991 which is set aside by the Trustees for two purposes. The first is to meet any capital requirements on the Trust's buildings and equipment. The second is to meet any future grant commitments which will bring further benefit to the Charity and the community of Effingham.

FUTURE DEVELOPMENTS

The Charity is planning several refurbishment projects which, it is hoped, will be set in motion during the next two years; some grant funding, available from April 2017, has already been awarded towards one of these projects.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

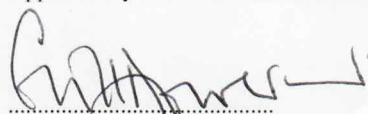
Recruitment and appointment of new trustees

The Charity Scheme specifies that up to four trustees can be appointed by Effingham Parish Council; any such appointment must be agreed at a meeting held according to the ordinary practice of that Council. Up to three other persons may be appointed as co-opted trustees by existing trustees. The Board of Managing Trustees is therefore limited in size to seven members under this scheme. Candidates for co-option are supplied with appropriate Charity Commission guidance on the duties of trustees besides documents explaining the specific features and requirements of this Charity; they will be interviewed at a properly convened meeting by the existing trustees as part of the process of deciding whether to co-opt them.

Risk management

The Board of Managing Trustees has considered the major risks to which the Charity is exposed and has taken appropriate actions to eliminate or mitigate them as far as possible. The financial state of the Charity is examined at regular Board meetings and considered in relation to budgets, forecasts and any newly identified risks. Hires of the facilities are constrained by suitable hire agreements or Licences whose terms are designed to minimise risks and liabilities. Regular checks are made to ensure that the Trust remains in compliance with laws, regulations and insurance requirements bearing upon the safety and security of the Charity's premises, facilities, staff and users.

Approved by order of the board of trustees on 17 July 2017 and signed on its behalf by:



Mrs G Bowerman - Trustee

I report on the accounts for the year ended 31 March 2017 set out on pages five to twelve.

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(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the 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 you as 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 statements below.

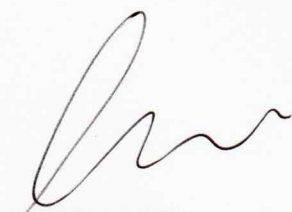
Independent examiner's statement

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 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have 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.



Romit Basu (FCA)
Kings Mill Partnership
75 Park Lane
Croydon
Surrey
CR9 1XS

Date: 11 JULY 2017

EFFINGHAM VILLAGE RECREATION TRUST

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2017

	Notes	Unrestricted funds £	Restricted funds £	2017 Total funds £	2016 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		-	-	-	2,108
Charitable activities	4				
Grants		-	18,057	18,057	8,801
Other trading activities	2	113,101	4,727	117,828	132,578
Investment income	3	123	-	123	132
Total		113,224	22,784	136,008	143,619
EXPENDITURE ON					
Charitable activities	5				
Grounds		36,072	6,421	42,493	50,548
Hall and Flat		32,292	2,912	35,204	35,415
Sports court		461	-	461	3,035
Fireworks		-	-	-	7,442
Administration		31,372	-	31,372	23,354
Total		100,197	9,333	109,530	119,794
NET INCOME		13,027	13,451	26,478	23,825
RECONCILIATION OF FUNDS					
Total funds brought forward		138,256	752,035	890,291	866,466
TOTAL FUNDS CARRIED FORWARD		151,283	765,486	916,769	890,291

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

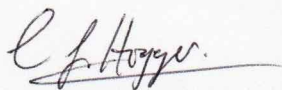
The notes form part of these financial statements

EFFINGHAM VILLAGE RECREATION TRUST

**STATEMENT OF FINANCIAL POSITION
AT 31 MARCH 2017**

	Notes	Unrestricted funds £	Restricted funds £	2017 Total funds £	2016 Total funds £
FIXED ASSETS					
Tangible assets	9	70,521	765,486	836,007	825,328
CURRENT ASSETS					
Debtors	10	7,001	-	7,001	13,473
Cash at bank and in hand		88,088	-	88,088	65,744
		<u>95,089</u>	<u>-</u>	<u>95,089</u>	<u>79,217</u>
CREDITORS					
Amounts falling due within one year	11	(14,327)	-	(14,327)	(14,254)
NET CURRENT ASSETS		<u>80,762</u>	<u>-</u>	<u>80,762</u>	<u>64,963</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>151,283</u>	<u>765,486</u>	<u>916,769</u>	<u>890,291</u>
NET ASSETS		<u>151,283</u>	<u>765,486</u>	<u>916,769</u>	<u>890,291</u>
FUNDS	12				
Unrestricted funds				151,283	138,256
Restricted funds				<u>765,486</u>	<u>752,035</u>
TOTAL FUNDS				<u>916,769</u>	<u>890,291</u>

The financial statements were approved by the Board of Trustees on July 11th 2017 and were signed on its behalf by:



Dr C J Hogger - Trustee

The notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% on cost
Grounds equipment	- 20% on cost
Sports court	- 10% on cost

Fixed assets, other than land and buildings, are stated in the statement of financial position at cost less depreciation.

The Trustees constantly monitor the value of the Charity's land and buildings. They are satisfied that the value is not below the amount stated in the Financial Statement.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds are set aside by the Trustees out of unrestricted general funds for specific future purposes or projects

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

EFFINGHAM VILLAGE RECREATION TRUST**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2017****2. OTHER TRADING ACTIVITIES**

	2017	2016
	£	£
Hire of hall and associated facilities	43,114	40,059
Hire of pitches and fields	59,801	59,347
Hire of court	2,452	1,515
Capital replacement fund	4,727	4,700
Reimbursements of service cost	7,734	12,845
Fireworks event	-	14,112
	<u>117,828</u>	<u>132,578</u>

3. INVESTMENT INCOME

	2017	2016
	£	£
Deposit account interest	<u>123</u>	<u>132</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2017	2016
		£	£
Grants received in the year	Grants	<u>18,057</u>	<u>8,801</u>

Grants received, included in the above, are as follows:

	2017	2016
	£	£
Effingham Parish Council	1,806	3,383
Effingham Parish Council and Guilford Borough Council	-	731
Police & Crime Commissioner	-	4,687
Guilford Borough Council	7,650	-
Surrey County Council	7,650	-
Thameswey Ltd	951	-
	<u>18,057</u>	<u>8,801</u>

EFFINGHAM VILLAGE RECREATION TRUST

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2017

5. CHARITABLE ACTIVITIES COSTS

	Unrestricted Funds 31/03/2017 £	Restricted Funds 31/03/2017 £	Total Funds 31/03/2017 £	Total Funds 31/03/2016 £
Grounds				
Staff costs	6,898	-	6,898	17,221
Machinery running expenses	311	-	311	3,086
Grounds maintenance	24,105	-	24,105	16,626
Insurance	922	-	922	932
Playground equipment maintenance	239	-	239	3,552
Machinery depreciation	3,597	6,421	10,018	9,131
Sub Total	36,072	6,421	42,493	50,548
Hall and Flat				
Staff costs	6,898	-	6,898	3,550
Cleaning and refuse	5,912	-	5,912	7,190
Repairs and renewals	4,182	-	4,182	8,916
Gas, electricity and water	8,345	-	8,345	9,363
Insurance	3,009	-	3,009	3,041
Security	1,392	-	1,392	2,258
Equipment and furniture depreciation	2,554	2,912	5,466	1,097
Sub Total	32,292	2,912	35,204	35,415
Sports Court				
Sports court maintenance	-	-	-	2,569
Insurance	461	-	461	466
Sub Total	461	-	461	3,035
Fireworks	-	-	-	7,442
Administration				
Staff costs	21,996	-	21,996	19,632
General administration expenses	7,216	-	7,216	2,222
Legal and professional fees	2,160	-	2,160	1,500
Sub Total	31,372	-	31,372	23,354
	100,197	9,333	109,530	119,794

EFFINGHAM VILLAGE RECREATION TRUST

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2017**

6. SUPPORT COSTS

	Governance costs
	£
Administration	<u>2,160</u>

Support costs, included in the above, are as follows:

	2017 Administration £	2016 Total activities £
Independent examiners' remuneration	1,536	1,500
Legal fees	<u>624</u>	<u>-</u>
	<u>2,160</u>	<u>1,500</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2017 nor for the year ended 31 March 2016.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2017 nor for the year ended 31 March 2016.

8. STAFF COSTS

	2017 £	2016 £
Wages and salaries	<u>35,792</u>	<u>40,403</u>

The average monthly number of employees during the year was as follows:

	2017	2016
Employees	<u>2</u>	<u>3</u>

No employees received emoluments in excess of £60,000.

EFFINGHAM VILLAGE RECREATION TRUST

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2017**

9. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Grounds equipment £	Sports court £	Totals £
COST					
At 1 April 2016	778,139	43,599	92,991	71,511	986,240
Additions	-	26,163	-	-	26,163
At 31 March 2017	778,139	69,762	92,991	71,511	1,012,403
DEPRECIATION					
At 1 April 2016	-	25,762	63,639	71,511	160,912
Charge for year	-	5,466	10,018	-	15,484
At 31 March 2017	-	31,228	73,657	71,511	176,396
NET BOOK VALUE					
At 31 March 2017	778,139	38,534	19,334	-	836,007
At 31 March 2016	778,139	17,837	29,352	-	825,328

Included in cost or valuation of land and buildings is freehold land of £778,139 which is not depreciated.

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017 £	2016 £
Trade debtors	5,263	11,365
Other debtors	-	11
Prepayments and accrued income	1,738	2,097
	<u>7,001</u>	<u>13,473</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017 £	2016 £
Social security and other taxes	-	11
Deposits	-	800
Accruals	1,500	1,500
Deferred income	12,827	11,943
	<u>14,327</u>	<u>14,254</u>

EFFINGHAM VILLAGE RECREATION TRUST

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2017

12. MOVEMENT IN FUNDS

	At 1.4.16 £	Net movement in funds £	Transfers between funds £	At 31.3.17 £
Unrestricted funds				
General funds	64,265	13,027	(15,000)	62,292
Designated funds	73,991	-	15,000	88,991
	<u>138,256</u>	<u>13,027</u>	<u>-</u>	<u>151,283</u>
Restricted funds				
Capital replacement funds	549,234	13,451	-	562,685
Improvements funds	202,801	-	-	202,801
	<u>752,035</u>	<u>13,451</u>	<u>-</u>	<u>765,486</u>
TOTAL FUNDS	<u>890,291</u>	<u>26,478</u>	<u>-</u>	<u>916,769</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General funds	113,224	(100,197)	13,027
Restricted funds			
Capital replacement funds	22,784	(9,333)	13,451
TOTAL FUNDS	<u>136,008</u>	<u>(109,530)</u>	<u>26,478</u>

13. PENSION COMMITMENTS

The Charity now makes contributions to its staff in accordance with recent legislations relating to the workplace pensions.

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2017.

15. FIRST YEAR ADOPTION

The company adopted FRS 102 for the first time in the year under review. No transitional adjustments arose.

EFFINGHAM VILLAGE RECREATION TRUST**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2017**

	2017 £	2016 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	-	2,108
Other trading activities		
Hire of hall and associated facilities	43,114	40,059
Hire of pitches and fields	59,801	59,347
Hire of court	2,452	1,515
Capital replacement fund	4,727	4,700
Reimbursements of service cost	7,734	12,845
Fireworks event	-	14,112
	<hr/>	<hr/>
	117,828	132,578
Investment income		
Deposit account interest	123	132
Charitable activities		
Grants received in the year	18,057	8,801
	<hr/>	<hr/>
Total incoming resources	136,008	143,619
EXPENDITURE		
Charitable activities		
Wages and social security	35,792	40,403
Rates and water	8,345	9,363
Insurance	3,931	4,439
Cleaning and refuse	5,912	7,190
General administrative expenses	7,216	2,222
Machinery running costs	311	3,086
Security	1,392	2,258
Repairs and renewals	4,182	8,916
Grounds maintenance	24,105	16,626
Playground maintenance	239	3,552
Sports court maintenance	461	2,569
Fireworks event	-	7,442
Fixtures and fittings	5,466	1,097
Grounds equipment	10,018	9,131
	<hr/>	<hr/>
	107,370	118,294
Support costs		
Governance costs		
Independent examiners' remuneration	1,536	1,500
Carried forward	1,536	1,500

This page does not form part of the statutory financial statements

EFFINGHAM VILLAGE RECREATION TRUST

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2017**

	2017	2016
	£	£
Governance costs		
Brought forward	1,536	1,500
Legal fees	624	-
	<hr/>	<hr/>
	2,160	1,500
	<hr/>	<hr/>
Total resources expended	109,530	119,794
	<hr/>	<hr/>
Net income	<hr/>	<hr/>
	26,478	23,825
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