#### EARL MARSHAL RECREATION GROUND TRUSTEES' REPORT AND FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2023

**REGISTERED CHARITY NUMBER 1088787** 

#### **EARL MARSHAL RECREATION GROUND**

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### EARL MARSHAL RECREATION GROUND REFERENCE AND ADMINISTRATIVE DETAILS

**CHARITY NO: 1088787** 

#### **TRUSTEES**

Sheffield City Council is the sole trustee of the charity, acting through the Cabinet of the Council

#### **Charity Sub-Committee Members:**

Cllr Ian Auckland (Chair)
Cllr Zahira Naz (Deputy Chair)
Cllr Douglas Johnson (Spokesperson)
Cllr Richard Williams
Cllr Fran Belbin

#### **PRINCIPAL ADDRESS**

Sheffield City Council Parks and Countryside Centre in the Park Guildford Avenue Sheffield S2 2PL

#### INDEPENDENT EXAMINER

Melvin Bailey FCCA DChA for and on behalf of Rogers Spencer Chartered Accountants Newstead House Pelham Road Nottingham NG5 1AP

The trustees present their report together with the financial statements of the charity for the year ended 31 March 2023. The financial statements comply with the charity's trust deed, applicable law and the requirements of the Statement of Recommended Practice, 'Accounting and Reporting by Charities' Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective on 1 January 2019 (Updated second edition – October 19).

#### **DESCRIPTION OF CHARITY'S TRUSTS AND OBJECTS**

The charity's governing document is a scheme sealed and dated 20 April 1967.

The objects of the charity are in or towards the provision of facilities for recreation, including physical exercise or other leisure time occupation, with the object of improving the conditions of life for the inhabitants of the City and County Borough of Sheffield and the surrounding District.

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

Earl Marshal Recreation Ground is a charity and the sole Trustee is Sheffield City Council. The Charity Trustee Sub Committee is a standing sub-committee of the Strategy and Resources Policy Committee. It has been established to take all decisions of the Council, including but not limited to disposal of and other dealings with charitable land.

Management of the park is the responsibility of the Councils' Parks and Countryside service. Management and administrative decisions which are not decisions of the Council as Trustee, may be made, in accordance with the Leaders' Scheme of Delegation, by the Executive Director of Neighbourhood Services, the Director of Parks, Leisure and Libraries, or the head of Parks and Countryside service.

#### **PUBLIC BENEFIT**

The Trustees have complied with the duty in Section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission. Details of how the charity has carried out its activities for the public benefit are given in the section below.

#### **ACTIVITIES AND ACHIEVEMENTS**

Earl Marshal Recreation Ground is classified as a local community park and is largely used for informal recreational activities. The area is maintained by the City Council's Parks & Public Realm service.

The following improvement works have been made within the park over the last year:

- Sight line improvements / shrub reduction and tree canopy lifting works have improved visibility across the site, reducing anti-social behaviour.
- We have begun capital works on tarmac and play improvements to the site.

#### **EVENTS**

No significant events – however we have continued to see a sustained use of the park by the local community throughout the year.

#### **PLANS FOR FUTURE PERIODS**

There are plans in the next financial period for further shrub reduction works. Along with this is the completion of the ongoing Tarmac repairs to the path network.

There are plans in future periods for the rewilding of areas of the park, with the aim to increase bio-diversity.

There are plans to improve the rear of the pavilion and there are plans of installation of Cruyff pitch

#### FINANCIAL REVIEW AND FUNDING

**Restricted Funds** - Net expenditure of £1,167 (21/22: Net expenditure of £8,909). This is due to restricted funds received of £7,742 (21/22: £0) for the tarmac and playground improvement capital projects, less depreciation of £8,909 (21/22: £8,909).

**Unrestricted Funds** - Net income of £3,768 (21/22: £161). This income is from investments. Expenditure on charitable activities totals £22,459 (21/22: £19,336) which is funded by income from charitable activities of £750 (21/22: £300) and the rest from the Sheffield City Council revenue grant of £21,369 (21/22: £19,197).

At 31 March 2023 the charity had total funds of £454,632 (21/22: £452,031). These funds are all tied up in fixed assets.

#### **RESERVES POLICY**

As the charity is managed and funded by the Council no specific unrestricted charity reserves are deemed to be necessary. Annual revenue expenditure is generally greater than income and the variance is born by the Council and not carried forward into the next financial year.

#### **RISK MANAGEMENT**

The charity is dependent for its day-to-day management upon Sheffield City Council. It is therefore considered expedient and cost effective for the charity to adopt the Council's risk management policy and strategy, which it considers is a crucial part of the service planning process in highlighting key risks and how they affect the Council's ability to deliver its service and how they will be managed. The Council has incorporated a formal approach to risk management in its day-to-day operations and has developed a toolkit to allow managers to identify risk, which would prevent them from achieving their objectives and to provide information and guidance on how these risks can be managed. The Council operates an Internal Insurance Account covering a variety of risks.

#### Trustees' responsibilities statement

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **TRUSTEES**

Sheffield City Council adopted a Committee system in May 2022. The current Trustees are listed on Pg 1.

Approved by the Trustees and signed on their behalf by:

Signed	Date	_

Cllr lan Auckland – Chair of the Charity Trustee Sub Committee.

#### INDEPENDENT EXAMINER'S REPORT

#### TO THE TRUSTEES OF EARL MARSHAL RECREATION GROUND

I report to the trustees on my examination of the financial statements of the charity for the year ended 31 March 2023.

#### Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act: or
- 2. the financial statements do not accord with those records; or
- 3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

Melvin Bailey FCCA DChA
for and on behalf of Rogers Spencer
Chartered Accountants
Newstead House
Pelham Road
Nottingham
NG5 1AP

Dated:

### EARL MARSHAL RECREATION GROUND STATEMENT OF FINANCIAL ACTIVITIES YEAR ENDED 31 MARCH 2023

	Note	Unrestricted 2022/23	Restricted 2022/23	Endowment 2022/23 £	Total 2022/23 £	Total 2021/22 £
Income and endowments from:						
Donations and legacies	2	21,709	7,742	-	29,451	19,197
Charitable activities	3	750	-	-	750	300
Investments	9	3,768	-	-	3,768	-
Total		26,227	7,742	<u> </u>	33,968	19,497
Expenditure on:						
Charitable activities	4	22,459	8,909	-	31,368	28,245
Total		22,459	8,909		31,368	28,245
Net income/(expenditure)		3,768	(1,167)	-	2,600	(8,748)
Reconciliation of funds:						
Total funds brought forward		1,054	286,009	164,968	452,031	460,779
Total funds carried forward		4,822	284,842	164,968	454,632	452,031

There are no gains and losses other than the results for the year set out above. All income and expenditure derives from continuing activites.

### EARL MARSHAL RECREATION GROUND STATEMENT OF FINANCIAL ACTIVITIES YEAR ENDED 31 MARCH 2022

	Note	Unrestricted 2021/22	Restricted 2021/22	Endowment 2021/22 £	Total 2021/22 £	Total 2020/21 £
Income and endowments from:						
Donations and legacies	2	19,197	-	-	19,197	32,089
Charitable activities	3	300	-	-	300	495
Investments	9	-	-	-	-	(1,871)
Total		19,497			19,497	30,713
Expenditure on:						
Charitable activities	4	19,336	8,909	-	28,245	40,147
Total		19,336	8,909		28,245	40,147
Net income/(expenditure)		161	(8,909)	-	(8,748)	(9,434)
Reconciliation of funds: Total funds brought forward		893	294,918	164,968	460,779	470,213
Total funds carried forward		1,054	286,009	164,968	452,031	460,779

There are no gains and losses other than the results for the year set out above. All income and expenditure derives from continuing activites.

#### EARL MARSHAL RECREATION GROUND BALANCE SHEET AS AT 31 MARCH 2023

		Unrestricted 2022/23	Restricted 2022/23	Endowment 2022/23	Total 2022/23	Total 2021/22
	Note	£	£	£	£	£
Fixed assets						
Tangible fixed assets	8	-	284,842	-	284,842	286,009
Investments	9	4,822	-	164,968	169,790	166,022
		4,822	284,842	164,968	454,632	452,031
Current assets						
Debtors	10	633	-	-	633	630
Liabilities						
Creditors falling due within one year	11	(633)	-	-	(633)	(630)
Net current assets				-		
Net assets		4,822	284,842	164,968	454,632	452,031
Funds						
Unrestricted income funds						
Designated funds	14	4,822	-	-	4,822	1,054
Restricted income funds	13	-	284,842	-	284,842	286,009
Endowment funds	12	-	-	164,968	164,968	164,968
		4,822	284,842	164,968	454,632	452,031

Annroved hy	the Board of	Trustees on	and signed on	its behalf hy
Approved by	, lile board or	1145665 011	and signed on	i ito bellali by

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#### Cllr lan Auckland

Chair of the Charity Trustee Sub-Committee

#### 1. Accounting Polices

Earl Marshal Recreation Ground is a registered charity in England. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are to provide public parks and leisure walks.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 on 1 January 2019 (Updated second edition – October 19), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting 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) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest  $\pounds$ .

The principal accounting policies adopted in the preparation of the financial statements are as follows:

#### 1.1 Fixed assets

Earl Marshal Recreation Ground is classified as a Community Asset. The trustees policy is to value Community Assets at £Nil.

Land and Buildings were carried in the accounts at deemed cost as at date of transition to SORP (FRS 102).

Other Plant and Equipment are carried at cost.

Expenditure on fixed assets is capitalised, provided that the fixed asset yields benefit to the charity and the services it provides are for a period of more than one year.

Assets have been reviewed for any impairment loss in respect of consumption of economic benefit.

#### 1.2 Depreciation

Depreciation is provided on fixed assets at rates calculated to write off the cost of the assets over their expected useful lives as follows:

- Land and previously revalued buildings are not depreciated.
- Park buildings have been depreciated on a straight line basis over 40 years, commencing on the transfer from assets under construction.
- Plant and equipment have been depreciated on a straight line basis over 10 years.
- Depreciation is not provided on land or assets under construction.
- The Trustees perform annual impairment reviews in accordance with the requirements of FRS 102 to ensure that the carrying value is not greater than the recoverable amount.

#### 1.3 Investments

Fund balances are invested internally with Sheffield City Council. Investments are held at market value.

#### 1.4 Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise of unrestricted funds that have been set aside by the trustees for specific purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors or which have been raised by the charity for particular purposes. The aim and use of each restricted fund is set out in the notes to the financial statements.

Endowment funds represent those assets which must be held permanently by the charity, principally investments. Income arising on the endowment fund can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of the fund.

#### 1.5 Income

Income from donations and grants, including capital grants, is included in income when it is probable that the income will be received, and is allocated to the appropriate fund.

Investment income is included when receivable.

Rental, events, and similar income is included when the event or function has taken place.

The cost of running the park is funded by Sheffield City Council. Annual revenue expenditure is generally greater than income and any variance is borne by the Council by way of a grant to the charity.

#### 1.6 Expenditure

Expenditure is included in the Statement of Financial Activities on an accruals basis, net of any VAT, which can be recovered as Sheffield City Council is the sole trustee and therefore has special status under s33 VAT Act 1994.

The main exception to this treatment is payments for such items as gas and electricity are charged at the date of the meter reading rather than being apportioned between years. This policy is applied consistently each year.

Expenditure has been allocated to the activities to which it is directly attributable.

#### Cost of raising funds

The cost of generating any external funding, such as grant applications and events, is attributable to the time of Sheffield City Council officers who work on a range of projects including the charity. As such it is not possible to accurately apportion the cost of this to the charity so no charge is included in the accounts.

#### Charitable activities

Charitable activities are set out within the charitable deeds and represent the costs associated with the running and maintenance of the park.

#### **Governance costs**

Independent examination costs and finance officer costs are charged to the charity. The Council currently absorbs the cost of other officers' time. This policy is kept under review.

#### **Staff costs**

The staff who work for the charity are employed by Sheffield City Council, and are subject to the terms and conditions of that organisation. The costs of such staff are recharged to the charity. Full disclosure of the relevant staff costs and numbers is provided in the notes to these financial statements.

#### **Pensions**

City Council employees may participate in the Local Government Superannuation Scheme, which provides members with defined benefits related to pay and service. The City Council makes payments for this group of employees to the South Yorkshire Pensions Authority, which administers pension arrangements on behalf of Sheffield City Council and the other local authorities in the South Yorkshire area. The City Council bears any deficit or surplus on the scheme and does not charge this to the charity.

#### 1.7 Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

#### 1.8 Financial instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

#### 1.9 Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

2. Donations and legacies	2022/23	2021/22
	£	£
Unrestricted:		
Sheffield City Council - revenue grant	21,369	19,036
S106 maintenance drawdown	340	-
	21,709	19,036
Restricted:		
Sheffield City Council -CRP	3,985	0
MHCLG (DCLG)	3,757	
	7,742	-
	<u>29,451</u>	19,036
If expenditure is greater than income the variance is borne by Sh next financial year.	effield City Council and not bro	ought forward into the
3. Income from charitable activities	2022/23	2021/22
o. moomo nom onantasio activido	£	£
Unrestricted:	~	2
Fees & charges	_	<u>-</u>
Rents	750	300
	750	300
4. Analysis of synamity we are about table activities	2022/22	2024/22
4. Analysis of expenditure on charitable activities	2022/23	2021/22
Unrestricted:	£	£
	10,134	0.250
Employees Grounds maintenance	1,129	9,358 1,075
Playground refurbishment and maintenance	4,087	3,747
Pavilion costs	1,880	3,722
Tree works	3,750	5,722
Governance costs	1,480	1,434
Governance costs	22,459	19,336
Restricted:	22,433	13,330
Depreciation	8,909	8,909
Depreciation	31,368	28,245
		000110-
5. Governance costs	2022/23	2021/22
	£	£
Managing and administration:		200
Independent examination fees	633	630
Finance office costs	847	804
	1,480	1,434
6. Staff costs and trustees' remuneration	2022/23	2021/22
	Total	Total
	£	£
Salaries	8,043	7,427
Social security costs	2,091_	1,931
	10,134	9,358

No employee received remuneration of over £60,000 during the year (21/22 - None).

Trustees received no remuneration (21/22 - £Nil) and were not reimbursed for any of their expenses during the year.

Independent examination fees

7. Staff numbers	2022/23 Number		2021/22 Number
The average number of employees during the year was	1	_	1
8. Fixed assets	Assets under construction £	At cost Land and buildings £	Total £
Cost	٤		
At 1 April 2022 Additions	- 7,742	391,476	391,476 7,742
Transfers	(7,742)	- 7,742	-
At 31 March 2023	-	399,218	399,218
Accumulated depreciation			
At 1 April 2022	-	105,467	105,467
Charge for the year		8,909	8,909
At 31 March 2023	-	114,376	114,376
Net book value			
At 31 March 2023		284,842	284,842
At 31 March 2022	<u> </u>	286,009	286,009
All land and buildings are included at deemed cost as permitte carried out in 2012/13 by the Asset Partnership Service team of			on a valuation
9. Investments			2022/23
At market value			£
At 1 April 2022			166,022
Interest received			3,768
Draw downs			-
At 31 March 2023		_	169,790
The charity funds are invested in Sheffield City Council's endowment funds. Interest can be used for unrestricted purpos			
10. Debtors	2022/23		2021/22
Amounta due from Shoffield City Council	£		£
Amounts due from Sheffield City Council Public Health funding receivable	633 -		630 -
•	633	=	630
11. Creditore emounts falling due within and ver-	2022/22		2024/22
11. Creditors: amounts falling due within one year	2022/23		2021/22

£

633

£

630

12. Endowment funds £

Balance at 1 April 2022 and at 31 March 2023

164,968

The Charity funds are invested in Sheffield City Council's Consolidated Loan Funds. The original investment balances are held as endowment funds. Interest earned can be used for unrestricted purposes but is designated for one-off projects rather than ongoing running costs.

Endowment - prior year			£
Balance at 1 April 2021 and at 31 March 2022		_	164,968
13. Restricted funds		Land and buildings £	Total £
Balance at 1 April 2022 Expenditure Income Balance at 31 March 2023	- -	286,009 (8,909) 7,742 284,842	286,009 (8,909) 7,742 284,842
Restricted funds - prior year		Land and buildings £	Total £
Balance at 1 April 2021 Expenditure		294,918 (8,909)	294,918 (8,909)
Income Balance at 31 March 2022	- -	286,009	286,009
14. Unrestricted funds	General Funds £	Designated Funds £	Total £
Balance at 1 April 2022	-	1,054	1,054
Income	26,227	3,768	29,995
Expenditure	(22,459)	-	(22,459)
Transfer	(3,768)	4.000	(3,768)
Balance at 31 March 2023	-	4,822	4,822

Designated funds represent accumulated interest on the endowment funds. The trustees have set this money aside for one-off projects in the future, rather than for ongoing running costs.

	Designated				
Unrestricted funds - prior year	General Funds	Funds	Total		
	£	£	£		
Balance at 1 April 2021	-	893	893		
Income	19,497	-	19,497		
Expenditure	(19,336)	-	(19,336)		
Transfer	(161)	161	-		
Balance at 31 March 2022	-	1,054	1,054		

15. Analysis of net assets between funds	Unrestricted funds £	Restricted funds £	Endowment £	Total funds £
Fixed asset investments	4,822	284,842	164,968	454,632
Current assets	633	-	-	633
Creditors due within one year	(633)	-	-	(633)
•	4,822	284,842	164,968	454,632
Analysis of net assets between funds - prior year	Unrestricted funds £	Restricted funds £	Endowment £	Total funds £
Fixed asset investments	1,054	286,009	164,968	452,031
Current assets	630	· -	-	630
Creditors due within one year	(630)	-	-	(630)
	1,054	286,009	164,968	452,031

#### 16. Ultimate controlling party

The ultimate controlling party is the sole trustee, Sheffield City Council.

#### 17. Related parties

The charity has a very close relationship with Sheffield City Council who is the sole trustee and provides the balance of funding not provided elsewhere on an annual basis, to enable the charity to carry out its charitable objectives.

The amount of funding provided by Sheffield City Council during the year is £25,354 (21/22: £19,036). At the year end £633 was owed by Sheffield City Council (21/22: £630).

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