# WESTON PARK TRUST TRUSTEES' REPORT AND FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2023

**REGISTERED CHARITY NUMBER 1112685** 

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# WESTON PARK TRUST REFERENCE AND ADMINISTRATIVE DETAILS

**CHARITY NO:** 1112685

#### **TRUSTEES**

Sheffield City Council is the sole Trustee of the charity, acting through the Charity Trustee Sub Committee.

# **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

# WESTON PARK TRUST TRUSTEES' REPORT YEAR ENDED 31 MARCH 2023

The trustees present their report together with the financial statements of the charity for the year ended 31 March 2023. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 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 governing document is a declaration of trust dated 5 December 2005.

The objects are:

To promote for the benefit of the inhabitants of Sheffield and the surrounding area the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.

To advance the education of the public, to promote and to advance education in the arts,in particular, by the establishment and maintenance of a museum and art gallery.

# STRUCTURE, GOVERNANCE AND MANAGEMENT

Weston Park 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.

# WESTON PARK TRUST TRUSTEES REPORT YEAR ENDED 31 MARCH 2023

#### **ACTIVITIES AND ACHIEVEMENTS**

Weston Park was the first municipal park in the City and is one of the most significant historic parks and is very popular with local residents and visitors to the City. It is also a park that is highly valued by Sheffield University, the Children's Hospital and the City Museum. These three partners border the park on three of its four sides.

Heritage Lottery funding has enabled the full restoration of the Park to take place. There is an active friends group for the Park and they work very closely with Parks and Public Realm officers with the aim of maintaining the site to Green flag standard.

There continued to be several weddings which took place within the park, utilising the bandstand and surrounding gardens.

Regular band concerts took place every Sunday afternoon through June and July. These concerts were attended by local brass band who played a 2-hour slot between 2-4pm.

The park maintained it Green Flag status for another year and continues to improve year on year.

The concession cart continued to be very successful and increased the parks visitor experience.

#### PLANS FOR THE FUTURE PERIODS

- To continue the close working relationship with the Friends group and partners including the University, Museum and local hospitals.
- To re-apply for and retain the Green Flag Award in 2023/24.
- The bandstand will continue to be used as a venue for weddings.
- To continue to maintain the park to its high standard of grounds maintenance and customer care.
- Continue to replace and refurbish wooden park benches.
- Re plant missing plant material and replace dead or trees and shrubs.
- Aerate main event area.

#### **EVENTS**

DATE	EVENT	APPROX ATTENDANCE	ORGANISATION
17/04/2022	Egg Run	500	Children's Hospital Charity
02/05/2022	Eid Prayer in the Park	500	Muslim Welfare House of Sheffield
22/05/2022	Weston May Fayre	5000	Major Events
25/09/2022	Route De Peak cycle ride	200	Major Events
13/11/2022	Remembrance Parade	200	Sheffield OTC
05/12/2022	Snowflake Light Switch on	300	The Children's Hospital Charity

#### FINANCIAL REVIEW AND FUNDING

**Restricted Funds** - Net incoming and outgoing resources of £0 (21/22: £0). The land and buildings within these funds is not depreciated, hence there being no movement from the prior year.

**Unrestricted funds** - Net expenditure of £0 (21/22: £0). The income from charitable activities was £46,258 (21/22: £16,115) with expenditure of £136,310 (21/22: £105,815). The deficit was funded by the grant from Sheffield City Council of £97,015 (21/22: £89,870).

At 31 March 2023 the charity had total funds of £25,452,752 (21/22: £25,452,752). 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 borne 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.

# WESTON PARK TRUST TRUSTEES' REPORT YEAR ENDED 31 MARCH 2023

# 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 2023. The current Trustees are listed on Pg 1.

Approved by the Trustees and signed on their behalf by:

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

#### INDEPENDENT EXAMINER'S REPORT

#### **TO THE TRUSTEES OF Weston Park**

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

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Dated:

#### WESTON PARK TRUST 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	97,015	-	-	97,015	89,870
Charitable activities	3	46,258	-	-	46,258	16,115
Total		143,273			143,273	105,985
Expenditure on:						
Raising funds	4	6,963	-	-	6,963	170
Charitable activities	5	136,310	-	-	136,310	105,815
Total		143,273			143,273	105,985
Net income/(expenditure)		-	-	-	-	-
Gains on revaluation of fixed assets		-	-	-	-	-
Net movements in funds			-	-	-	-
Reconciliation of funds: Total funds brought forward		-	3,042,752	22,410,000	25,452,752	25,452,752
Total funds carried forward			3,042,752	22,410,000	25,452,752	25,452,752

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derives from continuing activities.

#### WESTON PARK TRUST 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	89,870	-	-	89,870	91,816
Charitable activities	3	16,115	-	-	16,115	7,770
Total		105,985			105,985	99,586
Expenditure on:						
Raising funds	4	170	-	-	170	-
Charitable activities	5	105,815	-	-	105,815	99,586
Total		105,985			105,985	99,586
Net income/(expenditure)		-	-	-	-	-
Gains on revaluation of fixed assets		-	-	-	-	-
Net movements in funds		-	-	-	-	-
Reconciliation of funds: Total funds brought forward		-	3,042,752	22,410,000	25,452,752	25,452,752
Total funds carried forward			3,042,752	22,410,000	25,452,752	25,452,752

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derives from continuing activities.

# WESTON PARK TRUST BALANCE SHEET YEAR ENDED 31 MARCH 2023

	Note	Unrestricted 2022/23	Restricted 2022/23	Endowment 2022/23 £	Total 2022/23 £	Total 2021/22 £
Fixed assets						
Tangible fixed assets	9		3,042,752	22,410,000	25,452,752	25,452,752
Current assets Debtors	10	844	-	-	844	840
<b>Liabilities</b> Creditors falling due within one year	11	(844)	-	-	(844)	(840)
Net current assets					-	<u> </u>
Net assets			3,042,752	22,410,000	25,452,752	25,452,752
Funds						
Unrestricted income funds Restricted income funds Endowment funds	13 14 12	- - -	- 3,042,752 -	- - 22,410,000	- 3,042,752 22,410,000	3,042,752 22,410,000
			3,042,752	22,410,000	25,452,752	25,452,752

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:** 

0	B .
Signed	Date

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

# 1. Accounting Polices

Weston Park Trust 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 the provision of facilities for recreation and to advance the education by the maintenance of a museum and art gallery.

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

Weston Park is classified as a Community Asset. The trustees policy is to value Community Assets at £Nil.

All Land and Buildings are carried at deemed cost, as at transition to SORP (FRS 102).

These costs have been identified and capitalised in recent years but for earlier years, where no records are available, the original cost is treated as £nil.

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. The buildings are not depreciated because the buildings are maintained in good condition so that their value is not impaired by the passage of time and in consequence any element of depreciation would be immaterial. 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 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.

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.

#### 1.4 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, room hire 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.

#### 1.5 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 or wedding bookings, 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.

#### 1.6 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.

### 1.7 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.

# 1.8 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.

Supplies and services

6. Governance costs

Governance costs

2. Donations and legacies	2022/23	2021/22
Unrestricted:	£	£
Sheffield City Council - revenue grant	97,015	89,870
Shemela Gity Council - revenue grant	97,015	89,870
Restricted:	0.,0.0	33,313
Sheffield City Council	-	-
S106	-	-
	97,015	89,870
If expenditure is greater than income the variance is borne forward into the next financial year.	by Sheffield City Council ar	nd not brought
3. Income from charitable activities	2022/23	2021/22
	£	£
Unrestricted:		
Memorial benches and trees	200	908
Events and weddings	9,570	-
Concessions	27,000	5,769
Rent	9,488	9,438
	46,258	16,115
	0000/00	0004/00
4. Analysis of expenditure on raising funds	2022/23	2021/22
	£	£
Events and weddings	6,963	170
-	6,963	170
5. Analysis of expenditure on charitable activities	2022/23	2021/22
	£	£
Unrestricted:		
Employees	77,072	72,919
Repairs	12,542	6,570
Tree work	6,414	200
Electricity	13,583	6,896
Water and sewage	1,428	886
Telephones	684	640

	£	£
Managing and administration:		
Independent Examination fees	844	840
Finance office costs	1,129	1,072
	1,973	1,912
	·	

22,613

136,310

2022/23

1,973

15,792

105,815

2021/22

1,912

7. Staff costs and trustees' remuneration	2022/23	2021/22
	Total	Total
	£	£
Salaries	60,686	57,417
Social security costs	4,855	4,593
Pension	11,530	10,909
	77,072	72,919

No employee received remuneration of over £60,000 during the year (2022 - None).

Trustees received no remuneration and were not reimbursed for any of their expenses during the year (2022 - £Nil).

8. Staff numbers	2022/23 Number		2021/22 Number
The average number of employees during the year was	3	=	2
9. Fixed assets	At cost  Mappin  museum £	At cost Land and buildings £	Total £
At cost At 1 April 2022	22,410,000	3,042,752	25,452,752
Additions Transfers	-	-	-
At 31 March 2023	22,410,000	3,042,752	25,452,752
Accumulated depreciation At 1 April 2022 and 31 March 2023	-	-	- -
Net book value			
At 31 March 2023	22,410,000	3,042,752	25,452,752
At 31 March 2022	22,410,000	3,042,752	25,452,752

The Mappin Museum is included at deemed cost as permitted on transition to SORP (FRS102) based on a valuation of 1 April 2015 by the Corporate Property Division of Sheffield City Council.

10. Debtors	2022/23	2021/22
	£	£
Amounts due from Sheffield City Council	844_	840

11. Creditors: amounts falling due within one year	2022/23		2021/22
Independent examination fees	£ 844	=	£ 840
12. Endowment funds At 1 April 2022 and 31 March 2023		- -	Permanent endowment £ 22,410,000
Endowment funds represent the buildings in Weston Park whand which were transferred to the charity by Sheffield City Coand which were revalued on 1 April 2015. The buildings prince the Mappin Art Gallery which are leased to Sheffield Gallerie which operates the museum and art gallery and has incurred of the building.	ouncil on 1 April 2 cipally comprise V s and Museums 1	:006 at a value Veston Park Mı Frust, a register	of £2,500,000 useum and red charity
Endowment funds - prior year			Permanent endowment
At 1 April 2021 and 31 March 2022		- =	22,410,000
13. Unrestricted funds		General funds £	Total £
Balance at 1 April 2022 Income		- 143,273	- 143,273
Expenditure Balance at 31 March 2023	_	(143,273)	(143,273)
Unrestricted funds - prior year	=	General funds	Total
Balance at 1 April 2021		£ -	£ -
Income Expenditure Balance at 31 March 2022	- =	105,985 (105,985) -	105,985 (105,985) -
14. Restricted funds		Land and buildings £	Total £
Balance at 1 April 2022 Income		3,042,752	3,042,752
Balance at 31 March 2023	=	3,042,752	3,042,752
Restricted funds - prior year		Land and buildings £	Total £
Balance at 1 April 2021 Income		3,042,752	3,042,752
Balance at 31 March 2022	- -	3,042,752	3,042,752

15. Analysis of net assets between funds	Unrestricted funds £	Restricted funds £	Endowment £	Total funds £
Fixed asset investments	-	3,042,752	22,410,000	25,452,752
Current assets	844	-	-	844
Creditors due within one year	(844)	-	-	(844)
·	-	3,042,752	22,410,000	25,452,752
Analysis of net assets between funds - prior year	Unrestricted funds £	Restricted funds £	Endowment £	Total funds £
Fixed asset investments	-	3,042,752	22,410,000	25,452,752
Current assets	840	-	-	840
Creditors due within one year	(840)	-	-	(840)
	-	3,042,752	22,410,000	25,452,752

# 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 £97,015 (21/22: £89,870). At the year end £844 was owed by Sheffield City Council (21/22: £840).

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