

Mawnan Junior Playing Field Trust

Behind St Michael's Court, Carwinion Lane, Mawnan Smith, TR11 5JD
Registered Charity 1173926

Trustees Annual Report

1st April 2019 to 31st March 2020

Registered Address: The Parish Offices
c/o MS Electrical
The Square,
Mawnan Smith
TR11 5EP

Site address: Mawnan Junior Playing Field
Behind St Michael's Court
Carwinion Road
Mawnan Smith
TR11 5JD

Trustee Details:

Mawnan Junior Playing Field Trust is solely administered by Mawnan Parish Council

Officer name	Dates acted if not for whole year
Councillor Tim Brooksbank	Resigned July 2019
Councillor Peter Bradley	
Councillor Malcolm Faiers	Chairman (May 2019)
Councillor Jon Gladstone	Appointed Sept 2019
Councillor Graham Marsden	
Councillor Philip Moyle	
Councillor David Nash	
Councillor Anil Prasad	Resigned Jan 2020
Councillor Rex Sadler	
Councillor Caroline Toland	
Councillor Jackie Whibley	

Mrs Lisa Clements (Parish Clerk) acts as Administrator to the trust

Bankers: Lloyds Bank, Falmouth Branch

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Legalities & Formal Declarations

As the Trust does not operate over £25,000 (gross income) it does not require external scrutiny of accounts in any form. We need to report to the Charity Commission on an annual basis, including the completion of an annual return online, providing a PDF copy of accounts and Trustees' annual report.

The assets of the Trust remain the landholding itself at the Junior Playing Field (as registered with the Land Registry), the equipment therein and the bank accounts of the Junior Playing Field Trust.

All financial records for the Mawnan Junior Playing Field Trust are available to view by the public at any time. This can either be raised at a Trustees meeting or by communication with the Administrator directly.

A named officer oversees and verifies the works of the Administrator on behalf of the Trust.

Governance

Mawnan Junior Playing Field Trust was registered with the Charity Commission in 1978 – the site previously being referred to as 'Mrs Hodgkins Gift' and in existence as far back as 1929.

A change in constitution to a Charitable Incorporated Organisation (CIO) took place in 2017 and was duly registered with the Charity Commission on 24th July 2017. Transfer of the existing assets was undertaken by a transfer of assets as per Charity Commission guidelines from the existing charity to the new one in their entirety.

The objective of the charity is, and remains, the provision and maintenance of a recreation ground for the benefit of the inhabitants of the Parish of Mawnan.

Appointment of Trustees

Mawnan Junior Playing Field Trust is solely administered by Mawnan Parish Council and as such only duly elected members of Mawnan Parish Council can be trustees of the Carwinion Trust.

Policies and Procedures

Where not explicitly stated the Trust's management and procedural policies are those accepted and approved by the Parish Council (sole trustees).

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Hiring Agreements

The Junior Playing Field has not been specifically let out in living memory – anyone within the parish is free to use the field at any time, provided they respect the site, its equipment and neighbours. The Trust manages the field and they have responsibility for maintenance of the field, its environs and equipment.

Risk Management & regulatory compliances

Insurances - The field is insured by Came & Company Ltd (Hiscox) in respect of cover, contents, public liability, employers liability and legal expenses as they relate to the grounds and equipment. We review the adequacy of this insurance annually.

Health & Safety and general- Risk Assessments are undertaken, with a full inspection is done annually on the play equipment by a ROSPA qualified inspector. Regular checks are done on the field and environs by the Parish Clerk who checks on the general area and does specific checks to each piece of equipment to ensure that adequate measures are in place when it comes to safety and maintenance.

It is the intention to add a full tree survey to the parish schedule when it next comes up for review to include the mature trees that now border the site, rather than assessing on an ad-hoc basis.

Funding & Volunteers

Funding for the Junior Playing Field is derived from a Parish Council grant (which covers maintenance, insurances and minor works). The Parish Council has on occasion supported the Trust through the purchase of equipment or with assistance in obtaining grant funding.

As part of a wider parish consultation on the parish Administration Hub plans there was a question why funding was not being spent on upgrading the play area equipment rather than providing what was seen by some as an "unnecessary building" to house the clerk. There were plans for a community "clean up" day at the end of March but these had to be postponed due to a clash with the use of the Community Tool-Trailer and supplies, followed by the coronavirus restrictions.

Achievements in 2019-20

The maintenance of the field is in the third year of the contract with R Saunders. General feeling is that the field is in a good state at present. There are some issues beginning to arise with the age of the equipment, as much of the wood has now begun to reach the end of its viable life. There has been one case of damage – whilst laying gravel for the new footpath the balance beam was broken from its base and has yet to be repaired.

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One of the wet-pour surfaces that used to house the swings (which have been replaced elsewhere on site) was painted up with hopscotch markings for the summer as a trial. This were used and, once a seasonal clean is given in the spring, will be repainted for 2020.

The access path from Grove Hill, through to the back of Shute Hill which is regularly used by parents taking children to and from school has seen the grassed section added to by a gravel overlay this year, to prevent the annual winter quagmire taking hold. The gravel also extended up the footway giving a more level path which the residents at the adjoining Abbeyfield Scott House have thanked us for.

An investigation into replacement of failing equipment has been undertaken by Mrs Toland and is being discussed by the Trust this Spring (2020). This would also look at the viability of the "sensory garden" given that little or no maintenance to it has taken place since its installation and many of the initial plantings have either overgrown or reached the end of their life-span. Unfortunately Mrs Toland was not available to present her report and, once again, this matter had to be deferred. It was agreed that members make a visit to the site to assess the state of the equipment and fencing surrounding the Sensory garden as these were felt to pose a significant Health & Safety issue going forward.

In the interim a full clearance of invasive or overgrown planting in the Sensory Garden has taken place as part of the maintenance contract has taken place in March 2020, taking it back to a state where proper consideration of its future can be made.

Future Plans

We have undertaken a consultation with the community on what they would like to see in our play area. Slides and see-saws do seem to be a pre-requisite for any equipment that we look to install! There is some seasonal work to overgrown planting and equipment maintenance to undertake, and there are items of equipment that could do with replacement and/or general maintenance completing on them to ensure ongoing use.

Consideration on painting up the wider wet-pour strip vacated by the swings with a "badminton style" design and a temporary net are also an option, as is installing a swing-ball set [or other child friendly outdoor games] over the summer.

We still hope to have a working group formed who could assist in non-specific maintenance works (gardening, seasonally cleaning equipment & surfaces), rather than the Trust obtaining quotes for series of small scale, seasonal works.

We still need to look at fencing with the Bowling Club - the current wire fence has failed in several places and we need time to further consider replacement options, especially if the Bowling Club decide to give up part of their site for housing.

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Mawnan Parish benefits from the Mawnan Junior Playing Field as a safe and accessible green space and does feel that it needs to be kept in the best condition possible.

Coronavirus (COVID-19) impact March 2020

Unfortunately all activity on the Junior Playing Field was suspended at the end of March due to the Covid-19 restrictions. Initially the Trustees put up signage that the field may only be used for individual recreation, however increased Government requirements have necessitated the full closure and, where possible, immobilisation of equipment. The administrator has put up caution tape on all equipment and rendered swings and zip-wire out of use – she has also referred these actions to our insurers as weekly inspections will have to be curtailed since she will not be working in the village, but from home. Mrs Toland, as an immediate neighbour has agreed to oversee the site in the interim period.

The Trustees declare that they have approved the Trustees' report above.

Signed on behalf of the charity's Trustees

Signature:

Full name

Position:

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Junior Playing Field Trust (Reg Charity 1173926) Annual Accounts for the Year 1st April 2019 to 31st March 2020

The Junior Trust has no restricted funds

	2018-19	2019-20
INCOME		
Regular activity		
Parish Council Grants (Section 19)	£ 1,717.34	£ 2,098.94
Other income	£ 100.00	£ -
Total Income	£ 1817.34	£ 2,098.94
EXPENDITURE		
Administration		
Insurances	£ 1,731.21	£ 1,798.46
Equipment inspections		£ 150.00
Maintenance		
New equipment	£ 1,728.00	£ 1,728.00
General maintenance		
Total Expenditure	£ 3,459.21	£ 4169.16
CFW Balance at 1st April	£ 6,218.35	£ 4,576.48
PLUS Excess of Expenditure over Income	-£ 1,641.87	-£ 2,070.22
unreconciled items	£ -	
Total Current assets (at 31st March)	£ 4,576.48	£ 2,506.26

The Trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that at year end the CIO did not have any outstanding guarantees to third parties nor any debts secured on assets of the CIO.