

Public meetings of both the of Junior Playing Field Trust & Carwinion Playing Field Trust to be held concurrently on Monday 2nd August at 7.30pm (or immediately following a PC Office & Finance meeting) in Mawnan Memorial Hall

Agenda

1. To receive apologies for absence
2. To received minutes from the last joint trust meeting on 26th November 2020
3. Any matters specifically arising from previous minutes

Junior Playing Field

4. To receive the draft Annual Trustees report(s) and to agree any changes before submission to the Charity Commission along with the end of year accounts & review current balance sheet
5. Any information on the requirement to refurbish or upgrade playground equipment.
6. To discuss general maintenance of the site (cleaning, gate & fence issues, topping off trees along boundary footpath)

Carwinion Trust

7. To receive the draft Annual Trustees report(s) and to agree any changes before submission to the Charity Commission along with the end of year accounts & review current balance sheet
8. To receive a request from R Sanders to site a storage container on Carwinion Field - discussion may also include reference to previous storage requests from the MCA & Football/Cricket Teams
9. To receive information gathered through a consultation with the youth of the parish on the installation of additional resources for them – may include recurring information on a MUGA pitch.
10. To agree to the formation of a working group to take [youth] projects forward
11. To receive information about entering into a Deed of Dedication by Fields in Trust for Carwinion Field
12. To discuss any noted site issues
13. The Self Management Group viability going forward
14. Public comments - please be aware that questions can be asked to the chairman only and it may be that responses may have to be deferred to the next meeting

Carwinion Playing Field Trust

Carwinion Road, Mawnan Smith, TR11 5JA
Registered Charity 1173925

Mawnan Junior Playing Field Trust

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

MINUTES OF AN ONLINE EXTRAORDINARY MEETING OF BOTH THE OF JUNIOR PLAYING FIELD TRUST & CARWINION PLAYING FIELD TRUST TO BE HELD CONCURRENTLY ON THURSDAY 26TH NOVEMBER ONLINE (VIA ZOOM) AT 7.30PM

Present: Mr G Marsden, (chair), Mr P Bradley, Mr M Faiers, Mr J Gladstone, Mr P Moyle, Mr D Nash, Mr R Sadler & Mrs C Toland

Apologies: Mrs J Whibley

Also Present: Administrator (parish clerk)

106.20 **To receive apologies for absence** - Mrs Whibley

107.20 **To received minutes from the last joint trust meetings on 22nd October 2020**

Mr Moyle objected to the minutes as he felt his comments in item 100.20 were inaccurate and incorrect and 'there were bits missing' – the printed copy he received had lines missing on the end of page 2. The Chair pointed out we are reviewing the minutes for accuracy not adding or reviewing other points, any inaccuracies would be recorded.

Mr Moyle finally agreed that the total figures within the minutes of £3000 was correct.

It was proposed by Mr Sadler, seconded by Mr Bradley and

RESOLVED that the minutes of the meeting held 22nd October 2020 now be approved and signed by the Chair at the next appropriate time

on a vote being taken this matter was approved with 1 abstention

108.20 **Progress on the project to upgrade / refurbish the playground equipment**

Mr Marsden explained the concerns being raised – firstly that the information provided for an advert for works was not sufficient and have never been agreed by all members and secondly that repairing/replacing may not meet satisfactory standards.

Mr Sadler agreed that this had gone on too long but that Mr Moyle had eventually managed to get all the prices that he wanted. [These have not been passed to our Administrator.] He restated his opinion a good carpenter could rebuild the structure to factory standard. He felt that there were 'so many hurdles being put in the way' of his proposal to rebuild but it was up to members now to make their minds up'. He then said he would support Mr Moyle should he come up with a fully costed rebuild figure pretty sharpish.

Mr Faiers then said that whilst repairing the structure had been discussed over a long period the similarity in replace or repair costs was such that surely it was best to put up a new structure, it being faster, would definitely meet current legislation and would protect the Trust from any safety concerns. He says that he was originally all for repairing but that the delays in getting information had changed his opinion.

Mr Gladstone thought the issue was now raising tensions between Trust members, which was not healthy, so was leaning toward Mrs Toland's new piece of equipment. It was a fully costed and fully compliant quote and whilst it was not always a good idea to just replace, in this instance a decision this evening needed to be made.

It was noted there was a funding issue in that the Trust would need to make a request to the PC for additional funds but this would also mean that the PC could claim back the VAT on donating the equipment.

Mr Bradley agreed with Mr Gladstone that refurbishing would have been preferable but it is now nearly a year since we initially discussed this issue with little progress and the children remain without its use. It now just needed getting done. He felt that we had sufficient funds and were helping a local company, especially relevant at the moment. He felt that we should go with the suggested new fort as it was within a reasonable budget and with a long term warranty.

Mr Nash questioned if the quote had been upgraded to the required stainless steel fixtures – Mrs Toland assured him that it has and it was clearly stated in the new quote sent out yesterday. Mr Gladstone then asked for the total figure of the quote and if the VAT on this could be claimed back at all. The Administrator confirmed this equipment was being purchased by the parish and donated, so the could be claimed back as normal.

It was proposed by Mr Bradley, seconded by Mr Gladstone and

RESOLVED that we accept the quote from Outdoor Play at £6580 and have the fort completely replaced.

on a vote being taken this matter was accepted with at 5 to 3 majority

NB. There was a request to record names for this vote, however it came after the resolution had been taken and voted on which goes against Parish Council Standing Orders 3s.

Mr Moyle stated his concern regarding reclaiming VAT; that one person could not claim another's VAT back and that this could be construed as a criminal act. [See attached official advice which confirms the VAT reclaiming is indeed lawful.]

109.20

Request from the Pre-School for ongoing financial support & assistance

The Administrator had made the request for financial information from the preschool which had been circulated along with their 2019 accounts. Most of the income is achieved through grants, which includes the government voucher scheme, and this has been adversely affected. They needed support during these times to ensure costs are covered.

Mr Bradley said when last he visited the preschool, his impression was everyone was working in an honest, trustworthy and above-board manner and this was pre-covid. He felt that we should support them as they are a valuable parish asset and are doing a very good job in challenging times and we should not ask too much about their accounts.

Mr Nash didn't think a single month bank statement was any use – he wanted to postpone the preschools request until detailed figures were seen in case more support than suspended rental deferment was necessary for them to survive.

Mr Sadler said we discussed at the last meeting to give a 50% reduction on rent, pending details on their financial position. He said it was not within the Trust remit to offer grant assistance- they could only decide about the rent – the PC are the only ones who can offer grants.

Mr Gladstone asked if we could see any budget forecast that the preschool may be working to, just to confirm that they are not in such financial straits as to be looking to close in the near future. Mr Marsden suggested asking the preschool treasurer to attend the next meeting to explain what the issues were. Mrs Toland asked what the difference was between the MCA, who were given £4000 to support them with no questions, and the preschool who are being made to justify a £600 request?

It was proposed by Mr Nash, seconded by Mr Bradley and

RESOLVED that a decision be deferred until a request for additional information (last year's accounts, this year's accounts to date, an amended budget plan and projected figures for this year) is fulfilled.

on a vote being taken this matter was approved unanimously

A subsequent request that the Chair of Trustees or treasurer from the preschool sit in on the Trust Zoom meeting in late January and explain it/ take their questions before making a decision was to be made at the same time.

Winter Works. Mr Sadler then raised the list of winter works from the minutes of 22nd October, outside of the agenda. The Administrator said that she had contacted Bob Sanders with the list but had yet to receive a response; Mr Moyle said that given the toilets are closed Evie should be asked to undertake them.

Mrs Toland said that there are parents who are quite willing to voluntarily undertake some of these works – could the works list be split and the parish pick up those works not fulfilled by a parents working party, managed by Mrs Toland. Mr Marsden requested she go through the list and work out what items they would be capable of doing and the list should then be reviewed at the January PC meeting.

Mr Sadler highlighted the fencing repair and felt that this needed to be looked at and quotes/ estimates sought. He felt this needed concrete posts, cemented into the ground with the wood fencing affixed to them along with a replacement gate & gatepost. It should run the length of the St Michael boundary – he felt that the mature hedging was a more effective fence solution. He was willing to go up with a contractor to get estimates. It was agreed the Administrator would draft a specification to get two more quotes and have these ready for the January PC meeting.

Mrs Toland asked if it would now be OK to go ahead with the removal of the fencing around the sensory garden/ fort area as previously agreed since it had failed and was of no real use. It was agreed she could do this with suitable voluntary assistance.

Meeting ended at 8.45pm

Re: item 108.20 (final paragraph) – information on position to reclaim VAT

Local authorities and similar bodies (VAT Notice 749)

Decide which activities are business or non-business for VAT purposes if you're a local authority or other public body.

Published 26 June 2018

Last updated 18 March 2019 — [see all updates](#)

From: [HM Revenue & Customs](#)

You should note that:

- we treat a facility as being owned by a local authority if it's the sole managing trustee, but not if it's sole custodian trustee only
- allowing someone to use the facility in return for non-monetary payment is a business activity

10.4 Using your funds to finance building works to a facility that you do not own

If you:

- use your own funds to carry out work to the facility and give the work away to the owners of the facility (for example, a voluntary group) and receive nothing in return then you are not making a supply for VAT purposes
- receive anything in return from either the owners or a third party, then what you receive is likely to be consideration for the supply of the work to the owners, and the supply will normally be a business supply and you must charge VAT at the appropriate rate

Mawnan Junior Playing Field Trust

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

Trustees Annual Report

1st April 2020 to 31st March 2021

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 Peter Bradley	
Councillor Malcolm Faiers	Chairman (May 2019 to Nov 2020)
Councillor Jon Gladstone	
Councillor Graham Marsden	Chairman (Dec 2020 to May 2021)
Councillor Philip Moyle	
Councillor David Nash	
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

Mawnan Junior Playing Field Trust

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

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).

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. However there have been a small number of 'community lets' undertaken this year with fitness training sessions taking place on a 'notified-not hired' status to the Administrator. The Trust manages the field and they have responsibility for maintenance of the field, its environs and equipment.

Mawnan Junior Playing Field Trust

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

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. The current maintenance contractor reviews the health and safety of trees at present as part of regular maintenance.

As part of measures to address the covid access to the site was limited at the start 2020. Cleaning of all the equipment was undertaken by the Administrator and one of the trustees in June before the whole site was reopened for use and this continued on a weekly basis whilst the Administrator was working within the parish, being suspended when she started working from home. A covid specific risk assessment for anyone asking to use the site was created and has been put onto the parish Council website to allow anyone to make use of it as they access the field.

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.

Achievements in 2020-21

The maintenance of the field is in the final 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.

A piece of replacement equipment was put in during the spring of 2021 to replace the failing fort structure, which has proved very popular with the younger members of the community. Wooden fencing around both this area and the Sensory Garden have been removed as they were beyond reasonable repair and the planting within this area cut back to allow more access.

Mawnan Junior Playing Field Trust

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

Future Plans

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. The wooden fencing between the site and St Michael's Court has also been costed up for replacement, along with some of the wooden gates which are beginning to succumb to rot.

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 2020 due to the Covid-19 restrictions. Once it was possible the Administrator & one of the Trustees undertook a full deep clean of all of the equipment and hard surfaces on the site prior to allowing the whole area to reopen in June to the public and this cleaning continues weekly.

Small groups of individuals have asked if they can use the site because larger, indoor exercise classes have been cancelled. The Trust has agreed to this provided that all government guidelines are met and that covid mitigation measures are put in place. No charge has been made to these groups whilst they offer this up to the local community.

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

Signed on behalf of the charity's Trustees

Signature:

Full name

Position:

Mawnan Junior Playing Field Trust

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

Junior Playing Field Trust (Reg Charity 1173926)

Annual Accounts for the Year 1st April 2020 to 31st March 2021

The Junior Trust has no restricted funds

	2019-20	2020-21
INCOME		
Regular activity		
Parish Council Grants (Section 19)	£ 2,098.94	£ 3,924.50
other income	£ -	£ -
Total Income	£ 2,098.94	£ 3,924.50
EXPENDITURE		
Administration		
Insurances	£ 1,798.46	£ 1,868.40
Equipment inspections	£ 150.00	£ 150.00
Wages (subcontracted administrator)		£ 241.30
Maintenance		
Tree works	£ -	£ -
New equipment	£ 1,728.00	£ -
H&S	£ -	£ -
General maintenance	£ 492.70	£ -
Total Expenditure	£ 4,169.16	£ 2,259.70
CFW Balance at 1st April	£ 4,576.48	£ 2,506.26
PLUS Excess of Income over Expenditure	-£ 2,070.22	£ 1,664.80
unreconciled items		
Total Current assets	£ 2,506.26	£ 4,171.06

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.

Junior Playing Field Trust (Reg Charity 1173926)
Annual Accounts for the Year 1st April 2021 to 31st March 2022

The Junior Trust has no restricted funds

		2020-21	2021-22
INCOME			
Regular activity			
	Parish Council Grants (Section 19)	£ -	£ -
	other income	£ 3,924.50	£ -
	Total Income	£ 3,924.50	£ -
EXPENDITURE			
Administration			
	Insurances	£ -	£ -
	Equipment inspections	£ 1,868.40	£ -
	Wages (subcontracted administrator)	£ 150.00	£ -
Maintenance			
	Tree works	£ 241.30	£ -
	New equipment	£ -	£ -
	H&S	£ -	£ -
	General maintenance	£ -	£ -
	Total Expenditure	£ 2,259.70	£ -
	CFW Balance at 1st April	£ 2,506.26	£ 4,171.06
	PLUS Excess of Income over Expenditure	£ 1,664.80	£ -
	unreconciled items		
	Total Current assets	£ 4,171.06	£ 4,171.06

From: lisa
Sent: 21 July 2021 12:45
To: mawnanpc@gmail.com
Cc: ronsfencing541@gmail.com; info@cornishfencingcompany.co.uk;
info@thehappyfencerandgardener.co.uk
Subject: quote for parish playground fencing

Hi Folks

I know – everyone is really busy at the moment. But is there any chance that we could get a quote for you for replacing some fencing in our community playing field? Ideally I could do with this by the 19th August – if not then early September.

We need a run of about 22m of palisade fencing to replace the stuff shown below that has just passed viability plus a small section of wire fencing at the further end. Warning that there is a tree before the top end of the run as shown in the 1st photo below.



Ideally we're looking at using concrete posts set in concrete (minimum depth underground of 45cms at maximum of 1.8mtrs apart) and have the fencing topped off with treated timber rails.

There will probably be the need to replace the existing fencepost as we think this is rotten through too – and if possible it would be good if this has suitable fixings to accept the current steel gate, rather than me needing to chain it closed all the time! We also need fixings to allow a new rubbish bin to go up on one of the concrete uprights.

In addition we need to replace the wooden gate adjacent to this - the top of the existing 5 bar gate is rotting and has swollen over the years so is in constant need of attention to make sure it closes

properly. Hopefully the gateposts here are still in good enough stead to remain but a lighter gate would be easier all round.



The Playing Field sits behind St Michael's Court on Carlidnack Road- it's next to the signposted Bowling Club - in Mawnan Smith (TR11 5JD) and you are welcome to take a look yourself if it helps. Currently the steel field access gate is chained, but you can gain access by using the pedestrian gate on the adjacent footpath.

Many thanks

Mrs Lisa Clements (Clerk)
Mawnan Parish Council Offices
MS Electrical
The Square
Mawnan Smith
TR11 5EP

Email:clerk@mawnan.org.uk
Tel: 01326 251022

Office Hours: Monday, Wednesday & Thursday 9am to 2pm

www.mawnanparish.org.uk & www.mawnanparish.co.uk

Carwinion Playing Field Trust (Reg Charity 1173925)
Annual Accounts for the Year 1st April 2021 to 31st March 2022

The Carwinion Trust has no restricted funds

		2020-21	2021-22
INCOME			
Regular activity			
	Parish Council Grants (Section 19)	£2,989.26	£0.00
	MCA groundrent	£505.00	£0.00
	pre-school rent	£1,337.00	£673.00
	other income	£10,000.00	£0.00
	Total Income	£14,831.26	£673.00
EXPENDITURE			
Administration			
	Insurances	£1,246.80	£0.00
	inspections/ surveys	£2,168.69	£0.00
	Signage	0	£0.00
Maintenance			
	cleaning	£20.00	£0.00
	grounds	£0.00	0
	repairs	£0.00	£0.00
	statutory checks	£541.44	£0.00
Misc			
	wages	£798.78	£0.00
	other expenditure	£4,000.00	£0.00
	Total Expenditure	-£8,775.71	£0.00
	CFW Balance	£9,641.55	£15,697.10
	PLUS Excess of Income over Expenditure	£6,055.55	£673.00
	unreconciled items	0	£0.00
	Total Current assets	£15,697.10	£16,370.10

Carwinion Playing Field Trust

Carwinion Lane, Mawnan Smith, TR11 5JA
Registered Charity 1173925

Trustees Annual Report

1st April 2020 to 31st March 2021

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

Site address: Carwinion Playing Field
Carwinion Road
Mawnan Smith
TR11 5JD

Trustee Details:

Carwinion Playing Field Trust is solely administered by Mawnan Parish Council

Officer name	Dates acted if not for whole year
Councillor Peter Bradley	
Councillor Malcolm Faiers	Chairman (May 2019 to Nov 2020)
Councillor Jon Gladstone	
Councillor Graham Marsden	Chairman (Dec 2020 to May 2021)
Councillor Philip Moyle	
Councillor David Nash	
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

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 Carwinion Playing Field, the part of the building housing the changing rooms, kitchen and toilets (AKA The Pavilion) owned outright by the Trust and the bank accounts of the Carwinion Playing Field Trust.

All financial records for the Carwinion Playing Field Trust (AKA Mawnan Recreation Ground) 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

The Mawnan Recreation Ground was originally established in 1939 and registered with the Charity Commission in 1962. 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 & leases 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

Carwinion 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).

Hiring Agreements

Currently a section of the field is leased to the Mawnan Pre-school, who arranged for a suitable building to be put onto the site to accommodate them in 2011. Their lease runs until January 2036.

The Mawnan Community Association (MCA) also has a lease for community hall, bar, storage area and shared toilet/ kitchen facilities on the field. This lease was renewed in August 2020 and runs for 10 years from this date.

The Trust manages hiring of the field, along with ongoing relationships with local Football & Cricket teams for use of the changing rooms, annexed to the MCA building. They have responsibility for maintenance of the field and its environs.

Risk Management & regulatory compliances

Insurances - The field is insured by Came & Company Ltd (Hiscox) in respect of buildings cover, contents, public liability, employers liability and legal expenses as they relate to the grounds and changing rooms / shared space. We review the adequacy of this insurance annually. It is part of the lease that the Pre-School & MCA provide adequate insurances as part of their leases.

Health & Safety and general Risk Assessments are undertaken, however there are issues with these where they overlap between the organisations to be clarified, some of which will be addressed in the ongoing MCA lease negotiations. The Pre-School has a full and thorough process for risk assessment in place and records can be produced upon request. Assurances from the Cricket & Football teams that Risk Assessments are done on the state of the field before each match have been received. Works undertaken by the teams to rectify 'end of season' deficiencies are checked on by members of the Trust.

Persuant to the new MCA lease, a number of statutory checks now fall under the remit of the Trust, rather than the MCA, including 5 year wiring tests and fire safety/maintenance. Regular checks are done on the field and environs to ensure that adequate measures are in place when it comes to maintenance.

Food hygiene inspections are undertaken by Cornwall Council and records of these can be provided.

The current maintenance contractor reviews the health and safety of trees on the site as part of regular maintenance. Our Contractor has to provide certifications of competence and insurance as part of the tender process. Along with this a full inspection of the field as a play area was undertaken by The Play Inspection Company and matters highlighted by them have been factored into our action and management planning.

Risk Assessments have been done for all user groups making use of the field and these have been updated and modified as necessary. An overarching Risk Assessment for the use of the Carwinion Field by the Trust has been given to all users to use alongside their own processes.

Funding & Volunteers

Funding for the Recreation Ground is derived from a Parish Council grant (which covers maintenance, insurances and minor works) and rental income, in the majority from the Pre-School & MCA, which funds cleaning & upkeep of the changing rooms.

We as a Trust are grateful to everyone who gives up their time to ensure that the Recreation Ground and buildings are fit for purpose and welcoming. The Trust are grateful to the Football & Cricket teams for the work they put in reinstating the field at the end of each playing season. Thanks is also given to the members of the MCA and associate groups who undertaken repairs and upgrades to the hall and shared spaces.

Achievements in 20- 21

A new lease with the MCA has been finalised and the first meeting of the Self Management Group has taken place. Limited use of the site has been possible during lockdown, however the wider community has been using it for personal recreation in the limited fashion that has been available in a very responsible way. Groups of 6 have undertaken classes making use of boundary rope and posts to allow proper distancing whilst limited team training was allowed in the later months of the year. Everyone has been grateful to have such a space for them to feel safe in using over this very strange year.

Mawnan Parish continues to benefit from having the Carwinion Playing Field as a safe and accessible green space.

Coronavirus (COVID-19) impact from March 2020

Unfortunately all activity on the Carwinion Playing Field was suspended at the end of March 2020 due to the Covid-19 restrictions. All tenants of the field (the preschool, MCA, football & cricket teams) made the decision to cease or limit their activities in line with national legislation. Although the field itself has remained open for use of the community for exercise throughout the entire Lockdown period various notices reminding users have gone on display as required. Provision of rope, markers and bollards have been made available to ensure areas can be marked up to provide sufficient social distancing.

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

Signed on behalf of the charity's Trustees

Signature:

Full name

Position:

Carwinion Playing Field Trust (Reg Charity 1173925)
Annual Accounts for the Year 1st April 2020 to 31st March 2021

The Carwinion Trust has no restricted funds

	2019-20	2020-21
INCOME		
Regular activity		
Parish Council Grants (Section 19)	£1,534.00	£2,989.26
MCA groundrent	£5.00	£505.00
pre-school rent	£1,294.00	£1,337.00
other income	£74.64	£10,000.00
Total Income	£2,907.64	£14,831.26
EXPENDITURE		
Administration		
Insurances	£1,200.77	£1,246.80
inspections/ surveys	£780.00	£2,168.69
Signage	0	£0.00
Maintenance		
cleaning	£742.00	£20.00
grounds	£0.00	0
repairs	£0.00	£0.00
statutory checks		£541.44
Misc		
wages	£692.81	£798.78
other expenditure	£0.00	£4,000.00
Total Expenditure	-£3,415.58	-£8,775.71
CFW Balance	£10,149.49	£9,641.55
PLUS Excess of Income over Expenditure	-£507.94	£6,055.55
unreconciled items	0	£0.00
Total Current assets	£9,641.55	£15,697.10

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.

lisa

From: ROBERT SANDERS <bobsanders@btinternet.com>
Sent: 10 June 2021 14:01
To: Lisa
Subject: Container at Carwinion Field

Good afternoon Lisa

Having spoken with Graham last year and having had my contract with Mawnan renewed I would like to put forward to the council a proposal to place a container in the recreational Ground so that I can store a kubota compact tractor in, to enable me to use various pieces of equipment behind it to help improve the quality of grass in the playing field.

The equipment would include;
A finishing mower
A chain harrow
A sprung tyne scarifier
A weed sprayer
A roller
A turf slitter.

I would like to place the container on the far side of the area where the top soil is normally placed.

The container would be 21 feet in length and in newly painted condition with a new tin roof.

I hope this is sufficient for you to put to the Council. If you would like anything else, or have any suggestions please give me a ring.

Many thanks

Bob Sanders

lisa

From: Fields in Trust <info@fieldsintrust.org>
Sent: 23 July 2021 14:55
To: lisa
Cc: info@cornwallcpfa.org.uk
Subject: RE: Fields in Trust website enquiry

Hi Lisa,

Thank you for your email. We are delighted to hear that you are considering protecting green space with Fields in Trust – we have been protecting recreational green space for over 95 years and currently protect nearly 3,000 local parks and green spaces across the UK in perpetuity.

Fields in Trust protection is robust yet flexible. It works through a legal agreement between ourselves and the landowner called a Deed of Dedication. Even if a space has existing protection through the planning process, this can be changed if there is a change of planning policy within a local authority. A Deed of Dedication will protect the land in perpetuity. The Deed can be charitable or non-charitable, and in the case of the former both Fields in Trust and charity law will ensure the protection.

In regards to changes on a protected space, our protection has a certain level of flexibility to reflect the fact that local circumstances can change. In general, any change which is ancillary to the use of the green space or which is set out in the user clause of the Deed of Dedication does not need our involvement – we just ask to be kept informed of any such changes for our records. So a MUGA and storage facilities would fit into this category and would not require our consent. Changes outside of these circumstances are also possible, but need to go through our formal Field Change Request procedure and be considered by our experienced Land and Planning Committee of Trustees.

There is more information on our protection available on our website at the below link, which includes links to more information on the Field Change Request procedure, our minimum criteria for protection and our six-step eligibility checker and online application form.

www.fieldsintrust.org/what-is-protection

Our protection can also help with any funding applications as the protection in perpetuity gives the funder confidence that the project they are supporting will last well into the future, so we always recommend to protected spaces that this is mentioned on any funding application. Members of our separate Friends of Fields in Trust scheme can also receive [discounts from certain play and sport equipment suppliers](#). Town, Parish & Community Council Membership is just £65 a year, meaning with a large project the savings can easily be greater than the cost of membership, so this is also worth considering as part of your MUGA project.

If you require any further information then please do let us know. We are always delighted to hear that the value of parks and green spaces is being recognised, so thank you for getting in touch.

Kind regards,
Info Team



Info Team
Fields in Trust

020 7427 2110

www.fieldsintrust.org



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From: lisa <clerk@mawnan.org.uk>
Sent: 22 July 2021 12:20
To: Fields in Trust <info@fieldsintrust.org>; info@cornwallcpfa.org.uk
Subject: Fields in Trust website enquiry

Hi Folks

Mawnan Parish Council act as the trustee body for a community playing field, which is used by the village cricket and football teams along with housing a preschool & small community interest group hall/clubhouse. We have used the Charity Commission model CIO constitution documents to set this Trust up with.

One of our members, who is keen to stop any kind of future development on this site, has asked that a Deed of Dedication be entered into with you. He feels sure that a Deed would stop any kind of additions or changes to the field for any reason being made in future. He has been especially vocal since the Parish Council put in a planning application for a community office/meeting space before the pandemic. This is not the first time he has brought this up but he seems adamant that this is the only way to protect the field from being built on in the future. We need some hard facts now to prevent this item regularly clogging up our quarterly meetings in future.

We are currently in talks with local users as they want to investigate adding a MUGA area for teens to make use of. This has gone round several times for discussion over past years – everyone wants it but obtaining funding has been problematic. Our two teams, supported by the Clubhouse tenants, have also expressed interest in putting up a dedicated storage building to replace failing steel containers currently being used– something our grounds contractor has also recently asked for.

Our site is included as an Open Space within our emerging NDP which gives it comparable protection to Green Belts.

Q: Would obtaining a Deed provide any additional protections above those already in place through the Trust's constitution & NDP and would obtaining a Deed stop any future development of the site in line with its recreation space designation – would a MUGA or storage equipment shed be out of the question?

We have a meeting on 2nd August and would be grateful if you could give us some – even non specific – answer to the two questions above by then.

Many thanks

Mrs Lisa Clements (Clerk)
Mawnan Parish Council Offices
MS Electrical
The Square
Mawnan Smith
TR11 5EP

Email: clerk@mawnan.org.uk
Tel: 01326 251022

Office Hours: Monday, Wednesday & Thursday 9am to 2pm

www.mawnanparish.org.uk & www.mawnanparish.co.uk

Any communications made with Mawnan Parish Council are considered to be in the public domain unless explicitly stated by the sender. As such they are subject to disclosure under a Freedom of Information Request.

Personal data will only be held long enough to allow us to make reasonable responses (6 months) and then removed from our systems.

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