

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

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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).

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.

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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.

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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:

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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.