

Mawnan Junior Playing Field Trust

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

Trustees Annual Report

1st April 2021 to 31st March 2022

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	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22
Councillor Sean Ahearne												
Councillor Maureen Bate												
Councillor Peter Bradley												
Councillor Tim Brooksbank												
Councillor Paul Caunter												
Councillor Malcolm Faiers												
Councillor Jon Gladstone												
Councillor Cherry Haigh												
Councillor Graham Marsden (Chairman)												
Councillor Georgena Morris												
Councillor Philip Moyle												
Councillor David Nash												
Councillor Rex Sadler (Chairman May '21)												
Councillor Ginny Smeed												
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.

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

There have been a small number of 'community lets' undertaken over lockdown, where groups have made use of the protected centrally located space to undertake various fitness training sessions taking place on a 'notified-not hired' status to the Administrator.

Arrangements for these have been made directly with the administrator and followed a strict set of agreed guidelines to ensure safe distancing during lockdown regimens, often with no charges being made by instructors. 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 Zurich 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 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.

Although a tree survey was solicited this failed to materialize after several months of being requested and part completed with the contract eventually being voided. Alternative arrangement for this to be done are in the process of being confirmed. A specification for tree maintenance works around the site was finally agreed by Mr Sadler in February 2022 and quotes are to be reviewed at the March 2022 meeting. The current maintenance contractor reviews the health and safety of trees at present as part of regular maintenance.

Cleaning measures for equipment are still in place, although not at the levels instigated at the height of lockdown. Similarly weekly Risk Assessment which were suspended whilst the Administrator was working from home, resumed in May 2021.

Replacement 'hit and miss' fencing to the boundary between the JPF and St Michael's Court was installed over winter 2021, along with new vehicle gate and primary pedestrian access gate.

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 outside funding.

Achievements in 2021-22

It was good to be able to reopen the site without as many restrictions after the lockdowns and to see more users than ever making use of the space it provides, not just playing on the equipment. After school sees regular visitors from the preschool and primary school (which they can reach via a traffic free route) and the football goal seems to have been seeing a lot more use this year too if the wear in the goalmouth is any indication.

The new fort structure has become a favourite piece of equipment, however there is a need to replace the sit on rocker that finally succumbed to rust and age is necessary. New fencing to the boundary with St Michaels is now in place, as is a closeable vehicle gate that does not have to be lifted off the hinges to open & close. Although we have a new pedestrian gate it lacks the spring closure of the old one and this is being checked on.

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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.

Works to lift and relay the grassmat below the zipwire is deemed as essential for the upcoming year due to it silting up, likewise a small section below the hanging bar where the grass never took could do with reseeding. Making good areas where wooden surrounds are rotting out or where pieces of equipment have been removed needs to be addressed with topsoil & turf/seed to level up with the existing grass. New planting for the sensory garden and changes to the existing path and overhanging shrubs have also been suggested along with installing raised planter beds for community herbs growing.

Once tree works to the boundary with the Bowling Club is undertaken replacement of some or part of the wire fencing will need to be addressed.

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.

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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Registered Charity 1173926

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)	£ 3,924.50	£ 2,045.00
other income	£ -	£ -
Total Income	£ 3,924.50	£ 2,045.00
EXPENDITURE		
Administration		
Insurances	£ 1,868.40	£ 1,560.70
Equipment inspections	£ 150.00	£ 150.00
Wages (subcontracted administrator)	£ 241.30	£ -
Maintenance		
Tree works	£ -	£ -
New equipment	£ -	£ -
H&S	£ -	£ -
General maintenance	£ -	£ 1,895.00
Total Expenditure	£ 2,259.70	£ 3,605.70
CFW Balance at 1st April	£ 2,506.26	£ 4,171.06
PLUS Excess of Income over Expenditure	£ 1,664.80	-£ 1,560.70
unreconciled items		
Total Current assets	£ 4,171.06	£ 2,610.36

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.