

# King George's Field, Lower Heyford

Charity no. 1075238

## Report for the year ending 30 September 2021

### Trustees

The Trustees who served during the year under review were:

- Mr Peter Thompson
- Mr David Gregory
- Mr Barry Varney
- Mr Bruce Eggeling

### King George's Field

The King George's Field, Lower Heyford, operates under a deed of variation to the lease dated 26 February 2018 and is an unincorporated organisation.

The charity was established in memory of the late King George V, as a result of conveyances dated 9 August 1937, 31 December 1943 and 24 March 1950. The intention was to provide an area upon which, and in which, the local residents and others could enter into sporting and leisure activities.

It is a requirement that all Trustees and members of the King George's Field Committee of Management seek to provide these facilities to all of the community and the residents of Lower Heyford and Caulcott.

### Structure, governance and management

The King George's Field, Lower Heyford (KGF ) Trustees are appointed by Lower Heyford Parish Council and require to be resident in, or closely involved in through employment, the Parish of Lower Heyford and Caulcott. In the event a Trustee moves away they are required to step down as Trustee.

Management of the KGF and the facilities thereon is undertaken by a Committee of Management (CoM).

The following village organisations may each appoint one member of the CoM:

- The Parish Council of Lower Heyford
- Heyford Athletic Football Club
- Lower Heyford Village Hall Fund
- Lower Heyford Events Committee
- Heyford Bowls Club
- Heyford Church Parochial Church Council
- Lower Heyford Sports and Social Club
- The Womens Institute

Lower Heyford Village Hall Fund ceased to operate after it gave up its entire funds to part fund the redevelopment of the King George's Field Community and Sports Centre in 2018 and it was then formally closed. However, in order to maintain the correct balance between the independent and appointed members, it was decided by the CoM, in 2018, that Lower Heyford Parish Council should be asked to appoint a second representative whose responsibility was to ensure that the original objects of the Lower Heyford Village Hall Fund continued to be met in the future.

During the year Lower Heyford Bowls Club intimated to KGF that it did not intend to appoint a member of the Committee of Management.

The KGF CoM meets as often as necessary, but not less often than two times per annum.

The Trustees meet as often as necessary as well, but also not less often than two times per annum.

It is an express term of the lease that both the Trustees and the KGF CoM are required to ensure that the facilities afforded by the field and premises thereon are made available to the entire community in Lower Heyford and Caulcott.

### **KGF Lease**

The King George's Field, located in Lower Heyford, is owned by Lower Heyford Parish Council and was leased to the Trustees of KGF for a period dating from 20 March 2003 to 19 March 2025.

This lease was extended by the agreement of the parties on 26 February 2018 for a period ending on 25 February 2068.

### **Change of Accounting Policy**

KGF has changed its accounting policy from a 'cash receipts and expense' basis to an 'accruals' basis. The Trustees and the CoM are of the view that the accruals basis of accounting shows a more accurate and informative picture of the financial health and standing of KGF.

The accounts for the prior year ending 30 September 2020 have been restated to reflect the adoption of accrual rather than cashbook accounting. This largely impacts expenses that are charged annually or quarterly, such as insurance or utilities, but also give more visibility of other debtors.

The net impact on 2020 for restatement was to increase the closing reserves by £645.

### **Covid Pandemic**

The period being reported upon straddled many months when use of the field and the King George's Field Community and Sports Centre was greatly constrained by the Covid pandemic.

The constraints on use of the facilities caused by the pandemic resulted in greatly reduced income for each of the two years ending 30 September 2021.

The Trustees are of the view that the loss generated by KGF in the year ending 30 September 2021, whilst regrettable, is not likely to affect its operations in any material sense in future.

Although the Trustees are of the view that significant progress has been made in the UK in the fight against Covid, the situation is, at the time of preparing this report, by no means resolved. The Trustees remain optimistic as to the achievement of a resolution to the pandemic, as it affects KGF's operations, in the future.

### **Policy on reserves**

It is intended to make all of the facilities available to residents and non-residents at modest charge in such manner that funds are available to meet all expenditures as they arise.

To this end any excess arising from operations is put into a future maintenance and repairs reserve and it is not envisaged that any distributions will be made at any time in the future.

The total reserves as at 30 September 2021 are £6,421 (restated 2020: £7,871) of which £5,486 (restated 2020: £6,075) are unrestricted reserves.

It is the intention of the Trustees and the CoM to ensure that the reserves will at all times be adequate to meet the running and operating costs for an agreed period of time and no distributions of any kind shall ever be made.

### **Financial review**

During the period under review receipts totalled £3,921 (restated 2020: £6,627) whilst payments totalled £5,371 (restated 2020: £5,157). The net loss for the period was £1,450 (restated 2020 net income: £1,470).

In line with the policy on reserves the Trustees are of the view that the net reserves as at 30 September 2021 of £6,421 (restated 2020: £7,871) should be retained to meet the costs of future maintenance and repairs costs as and when they arise.

The accounts have been independently reviewed by Diana Boxall whose report is set out on page 7.

### **Rates**

During 2020 it was realised by the CoM that no rates had been paid to Cherwell District Council (CDC) in the past. The CoM decided that the matter should be investigated and confirmed directly with CDC. CDC subsequently confirmed that they believe that the building should be rated and KGF has requested a valuation to be undertaken. CDC have confirmed that this may take some period of time to undertake.

It continues to be the opinion of the Trustees and the CoM that, in view of the fact that the King George's Field Community and Sports Centre is the parish's village hall, it will qualify for a reduction of either 80% or 100% of the rate that would ordinarily be payable.

KGF and the CoM are of the opinion that the amount payable cannot be quantified with any accuracy and that the reserves in place are adequate to meet any liability arising in the future in this regard.

### **Related Party Transactions**

Two of the bodies entitled to appoint a member of the Committee of Management made substantial contributions to the KGF during the year.

Heyford Athletic Football Club is based at KGF and Lower Heyford Sports and Social Club operates the bar and holds various social events at the King George's Field Community and Sports Centre.

The Trustees are of the view that these bodies are related parties and sets out below the values of the transactions in each case.

During the period Heyford Athletic Football Club made payments totalling £ 699 (2020: £705) towards the maintenance costs of the field as well as the building and the changing facilities.

During the period Lower Heyford Sports and Social Club made payments totalling £1,817 (2020: £3,366) to KGF as its contribution towards the costs of operating and maintaining the building.

### **Future plans**

The Trustees of KGF do not envisage any changes in either objectives or activities of the King George's Field, Lower Heyford.

**Public benefit statement**

The Trustees are of the view that they have, throughout the period under review, complied with their duties which require them to have due regard to the guidance on public benefit published by the Charities Commission in exercising their powers and duties.

**Principal Offices**

The King George's Field Community and Sports Centre's address is:

Mill Lane, Lower Heyford, OX25 5PG

The principal office of the King George's Field charity is:

c/o Cheryl Pike, 107A Barry Avenue, Bicester, Oxon, OX26 2HA

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This report and the attached accounts was prepared by the KGF CoM and approved by it on 26 October 2021 and is signed on their behalf by:

*Mr Phil Chesser*

**Chair of King George's Field Committee of Management**

*Mrs Cheryl Pike*

**Treasurer of King George's Field**

This report was considered and approved by the Trustees on 28 October 2021 and is signed on their behalf by:

*Mr Bruce Eggeling*

**Chair of KGF Trustees**

*Mr David Gregory*

**Trustee**

**King George's Field, Lower Heyford**

**Charity number - 1075238**

**Year ended ended 30 September 2021**

**Statement of Financial Activities**

	<b>30-Sep 2021</b>	<b>30-Sep 2020 Restated</b>
<b><u>Income</u></b>	<b>£</b>	<b>£</b>
Donations - non refurb	-	1,255
Donations - LHSSC	1,500	2,950
Hire fees - general	1,405	1,290
Hire fees - HAFC	699	705
Hire fees - LHSSC	317	416
Other	-	11
<b>Total receipts</b>	<b><u>3,921</u></b>	<b><u>6,627</u></b>
<b><u>Expenditure</u></b>		
<b>Ordinary expenditure:</b>		
Legal costs / PRS	30	125
Water	79	142
Oil & electric	1,817	1,353
Phone costs	111	131
Repairs & maint	226	1,407
Other	-	-
Insurance & TV license	<u>2,247</u>	<u>1,399</u>
	4,510	4,557
<b>One off/capital expenditure:</b>		
Refurbishment & car park costs	861	600
Charitable donations	<u>-</u>	<u>-</u>
	861	600
<b>Total expenditure</b>	<b><u>5,371</u></b>	<b><u>5,157</u></b>
<b>Net (loss)/profit for the year</b>	<b><u>(1,450)</u></b>	<b><u>1,470</u></b>
<b>Funds last year end</b>	7,871	6,401
<b>Funds this year end</b>	<b><u>£ 6,421</u></b>	<b><u>£ 7,871</u></b>

**King George's Field, Lower Heyford**

**Charity number - 1075238**

**Year ended 30 September 2021**

**Balance Sheet**

	<b>30-Sep 2021</b>	<b>30-Sep 2020 Restated</b>
	<b>£</b>	<b>£</b>
Bank account - main a/c	3,709	5,169
Bank account - second a/c	2,398	662
Petty cash	28	11
Debtors & prepayments	973	2,084
Accruals & deferred income	(687)	(55)
<b>Total funds</b>	<b><u>£ 6,421</u></b>	<b><u>£ 7,871</u></b>

**Funds analysis:**

Restricted funds - development of facility	935	1,796
Unrestricted general funds	5,486	6,075
	<b><u>£ 6,421</u></b>	<b><u>£ 7,871</u></b>

The accounts for 2020 have been restated to reflect the adoption of accrual rather than cashbook. This largely impacts expenses that are charged annually or quarterly, such as insurance or utilities, give more visibility of other debtors.

The net impact on 2020 for the restatement was to increase the closing reserves by £645.

Signed by two trustees on behalf of all the trustees:

*Mr Dave Gregory*  
Trustee

*Mr Bruce Eggeling*  
Trustee

Date: 28 October 2021



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
King George's Field, Lower Heyford

**On accounts for the year  
ended**

30 September 2021

**Charity no  
(if any)**

1075238

**Set out on pages**

1-7

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **30/09/2021**.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**

*Diana Boxall*

**Date:**

28/10/2021

**Name:**

Diana Boxall

**Relevant professional  
qualification(s) or body  
(if any):**

CGMA/FCMA

**Address:**

Manor Barn House,

Church Lane

Lower Heyford

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners). **Nothing to complete**