

# **STATEMENT OF ACCOUNTS OF ERNEST STEVENS TRUST**

## **BALANCE SHEETS AS AT 31<sup>ST</sup> MARCH 2012**

### **1. MARY STEVENS MATERNITY HOME & PUBLIC PARK CHARITY (REGISTERED CHARITY NO. 203087)**

	<u>2012</u> £	<u>2011</u> £
<b><u>ASSETS</u></b>		
Land and Buildings	<u>358,500</u>	<u>358,500</u>
<b>TOTAL ASSETS</b>	<b><u>358,500</u></b>	<b><u>358,500</u></b>
<b><u>RESERVES</u></b>		
Revaluation Reserve	<u>358,500</u>	<u>358,500</u>
<b>TOTAL RESERVES</b>	<b><u>358,500</u></b>	<b><u>358,500</u></b>

### **2. MARY STEVENS RECREATION GROUND AND PARK (REGISTERED CHARITY NO. 523195)**

	<u>2012</u> £	<u>2011</u> £
<b><u>ASSETS</u></b>		
Land and Buildings	<u>1,600,000</u>	<u>1,600,000</u>
<b>TOTAL ASSETS</b>	<b><u>1,600,000</u></b>	<b><u>1,600,000</u></b>
<b><u>RESERVES</u></b>		
Revaluation Reserve	<u>1,600,000</u>	<u>1,600,000</u>
<b>TOTAL RESERVES</b>	<b><u>1,600,000</u></b>	<b><u>1,600,000</u></b>

**3. STEVENS PARK, QUARRY BANK**  
**(REGISTERED CHARITY NO. 219690)**

	<u>2012</u> <u>£</u>	<u>2011</u> <u>£</u>
<b><u>ASSETS</u></b>		
Land and Buildings	<u>64,000</u>	<u>64,000</u>
<b>TOTAL ASSETS</b>	<u><u>64,000</u></u>	<u><u>64,000</u></u>
<b><u>RESERVES</u></b>		
Revaluation Reserve	<u>64,000</u>	<u>64,000</u>
<b>TOTAL RESERVES</b>	<u><u>64,000</u></u>	<u><u>64,000</u></u>

**Notes to the Balance Sheets**

- (i) The Land & Buildings assets have been revalued as at 1<sup>st</sup> April 2008 in accordance with the RICS Appraisal & Valuation Manual. The valuation was undertaken by Dudley MBC, Corporate Resources Directorate and reflects the various lease and licence arrangements in operation.

# **STEVENS PARK AND RECREATION GROUND FOUNDATION TRUST**

## **STATEMENT OF FINANCIAL ACTIVITIES**

### **FOR THE YEAR TO 31<sup>ST</sup> MARCH 2012**

	<u>Note</u>	<u>Unrestricted</u>	<u>Endowment</u>	<u>Total Funds</u>	
		<u>Funds</u>	<u>Funds</u>	<u>2012</u>	<u>2011</u>
		£	£	£	£
Incoming Resources	(2)	219,222	-	219,222	191,252
Resources Expended	(3)	203,107	-	203,107	184,118
(Net Resources Expended)/Net Incoming Resources		16,115	-	16,115	7,134
<b><u>Other Recognised Gains and Losses.</u></b>					
Gain (Loss) on revaluation of investments.	(5)	2,610	1,932	4,542	4,246
Gain (Loss) on revaluation of property	(4)	-	-	-	-
Net Movement in Funds		18,725	1,932	20,657	11,380
<b>Reconciliation of Funds:</b>					
Total Funds Brought Forward		268,235	605,380	873,615	862,235
Total Funds Carried Forward		286,960	607,312	894,272	873,615

**STEVENS PARK AND RECREATION GROUND FOUNDATION TRUST**  
**BALANCE SHEET AS AT 31<sup>ST</sup> MARCH 2012**

	<u>Note</u>	<u>2012</u>		<u>2011</u>	
		£	£	£	£
<b><u>Fixed Assets</u></b>					
Land & Buildings	(4)		461,850		461,850
<b><u>Investments</u></b>	(5)		321,622		317,080
			783,472		778,930
<b><u>Current Assets</u></b>					
Sundry Debtors	(6)	3,747		3,747	
Dudley MBC		112,477		95,932	
COIF Deposit Account		6		6	
		116,230		99,685	
<b><u>Less Current Liabilities</u></b>					
Creditors					
Grants approved (not paid)	(7)	5,430		5,000	
			110,800		94,685
<b><u>Net Current Assets</u></b>			894,272		873,615
<b><u>Net Assets</u></b>			894,272		873,615
 <b><u>Represented by:</u></b>					
Permanent Endowment			607,312		605,380
Unrestricted Funds			286,960		268,235
			894,272		873,615

**Chairman** .....

**Date** .....

For and on behalf of the Trustees.

# **STEVENS PARK AND RECREATION GROUND FOUNDATION TRUST**

## **NOTES ON FINAL ACCOUNTS FOR YEAR ENDING 31<sup>ST</sup> MARCH 2012**

### **1 Accounting Policies**

In preparing the accounts the following accounting policies have been complied with:

- These accounts have been prepared under the historic cost convention with the exception that the investments are valued at market value. The accounts are in accordance with applicable accounting standards and the Charities SORP 2005 (Accounting and Reporting by Charities) and comply with the Charities (Accounts and Reports) Regulations 2005 issued under the Charities Act 1993.
- Investment Income is recorded when receivable
- Expenditure on grants is recorded once the Trust has made a commitment to pay the grant and this is communicated to the beneficiary or the grant paid, whichever is the earlier. The Trust requests that all grants are paid within 6 months of being awarded.
- Other expenditure is included in the accounts on an accruals basis.
- Quoted investments have been valued at market value at the balance sheet date.
- Unrealised and realised investment gains and losses are shown net in the statement of financial activities.
- Depreciation is not provided for in the accounts. This is in line with current Council policy that depreciation is not accounted for on land and buildings which are properly maintained.
- The Charity Commission has advised that maintenance funded from the budget of the Council should be included in the Charity accounts.

### **2 Income**

Income received was as follows:

	<b>2012</b>	<b>2011</b>
	<b>£</b>	<b>£</b>
Interest Income	16,149	15,965
Rental Income	1,116	1,116
Maintenance Funded by Dudley MBC	201,957	174,171
	<hr/> <b>219,222</b> <hr/>	<hr/> <b>191,252</b> <hr/>

### 3 **Expenditure**

The expenditure for the year comprised:

	<b>2012</b>	<b>2011</b>
	<b>£</b>	<b>£</b>
Grants	1,150	9,947
Maintenance	201,957	174,171
	<u>203,107</u>	<u>184,118</u>

#### **Grants**

The expenditure included grants committed in the year of £1,150 (£9,947 in 2011).

Other expenditure incurred was maintenance of £201,957 (£174,171 in 2011) funded by Dudley MBC.

### 4 **Land and Buildings**

The revaluation was undertaken by Dudley MBC, Corporate Resources Directorate, as indicated in a report dated 8<sup>th</sup> October 2008. Property occupied by Dudley MBC has been classified as Operational and valued on the basis of Existing Use Value with the remainder classified as Non-operational and valued on the basis of Open Market Value (definitions of the bases are contained in RICS Appraisal and Valuation Manual). All valuations reflect the stipulations, restrictions and covenants contained in the relevant Deed of trust.

	<b>2012</b>	<b>2011</b>
	<b>£</b>	<b>£</b>
Land and Buildings	<u>461,850</u>	<u>461,850</u>

### 5 **Investments**

Investments are stated at the market value to comply with the Charities Statement of Recommended Practice 2005. The market value of investments as at 31<sup>st</sup> March 2012 was £321,622

	<b>Original Value</b>	<b>Market Value</b>	<b>Market value</b>	<b>Unrealised (Loss) Gain</b>
	<b>£</b>	<b>31/03/12</b>	<b>31/03/11</b>	<b>£</b>
COIF Fixed Interest	118,000	127,554	121,275	6,279
COIF Equity Based	118,000	194,068	195,805	(1,737)
	<u>236,000</u>	<u>321,622</u>	<u>317,080</u>	<u>4,542</u>

**6 Analysis of Debtors**

The debtors figure is investment income due (2011 investment income due)

**7 Analysis of Grants Not Yet Claimed**

The following grants were outstanding at 31<sup>st</sup> March 2012

Lye Cricket Club	£430
15 <sup>th</sup> Stourbridge (Norton & St Michael's) Scout Group	<u>£5000</u>
	<u>£5430</u>

# TRUSTEES ANNUAL REPORT FOR THE YEAR TO 31<sup>ST</sup> MARCH 2012

## History, Objectives and Activities of the Trust

The Stevens Park and Recreation Ground Foundation Trust was constructed by a Deed of Gift dated 29<sup>th</sup> September 1930 and varied by a scheme dated 24<sup>th</sup> May 1966. The Trust is registered charity, number 523196.

The Charity is established for the following purposes:

- (a) to maintain and improve property belonging to the Foundation
- (b) to acquire land to be held in trust for the Foundation
- (c) to maintain and improve property held by the following registered charities:

	<u>Registered Charity No.</u>
1. Mary Stevens Maternity Home and Public Park	203087
2. Mary Stevens Park, Stourbridge	523195

- (d) to provide recreation facilities to improve the conditions of life for persons resident in the Borough of Stourbridge, with preference given to Lye and Wollescote.

## Management and Governance Arrangements

The Trustee of the charity is Dudley Metropolitan Borough Council which has delegated its power to the Stourbridge Area Committee.

## Procedures and Policy for Grant making

Grant applications are reported to the Stourbridge Area Committee which meets three times per year. Any urgent applications can be considered for approval by the Area Liaison Officer and the Chairman of the Committee. Organisations normally submit a formal application explaining how the funds will be used, what would be achieved if the grant was awarded and their financial position.

The Trustees have a policy that the grant should be for capital items and a maximum of 50% of the cost of the project.

Application forms, the criteria of the Trust & a map of the area in which the Trust operates are available from the charity.

The charity's address is:

The Council House  
Priory Road  
Dudley  
West Midlands  
DY1 1HF



## **Achievements and Performance of the Trust**

During the year the Trust awarded 2 grants.

## **Financial Review, Investment Policy and Reserves**

The Trust has a permanent endowment and general funds. The former is not available for distribution and the latter could be expended with the Trustees' approval.

At a previous meeting of the former Finance (Stevens Bequests) Sub. Committee, the Trustees agreed a policy setting out the level of reserves needed to meet the objectives of the Charity. This policy was to maintain the "Real" spending power of the bequest i.e. the permanent funds, as a fundamental part of the investment strategy. Therefore before any grants are awarded, it is confirmed that the value of the permanent funds adjusted for inflation has been maintained.

The charity continued to receive rental income and interest for the year of £17,265; there were 2 grant allocations this year. The surplus will be added to reserves brought forward from past years. Please see the note within Future Plans for further information regarding future grant allocations.

The Trustee, Dudley MBC undertakes to maintain the property from its own funds. On the advice of the Charity Commission, maintenance on property referred to in the objectives of the Charity has been included in these accounts as both income & expenditure.

The investments were revalued at 31<sup>st</sup> March 2012 to be shown at the market value to comply with the Charities SORP 2005. This resulted in an unrealised gain of £4542, with £2,610 being added to the value of the unrestricted funds and £1932 being added to the value of the permanent endowment funds.

At the end of the financial year reserves available for distribution subject to the reserves policy was £286,960

## **Future Plans**

The Trustees intend to continue providing grants in a similar way to past years within the constraints of the available funds and the reserves policy. However, at the meeting of the Committee of 17<sup>th</sup> November 2008 a resolution was passed such that:

"for the next five years interest earned on the capital of the Ernest Stevens Trust fund be set aside for the repair of the gates at Mary Stevens Park, Stourbridge. That subject to [this] resolution, any application for funding from the Stevens Trust, of exceptional merit, be considered on an individual basis over the next five years".

## Statement of Trustees' Responsibilities

Charity law requires the Trustees to prepare financial statements for each financial year which show a true and fair view of the state of the affairs of the charity and its financial activities for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## Independent Examiner

The Trustees intend to ask Dudley Audit Services to undertake the independent examination of the Trust in the following year.

**Chairman** .....

**Date** .....

**Signed on behalf of the Trustees.**