

STATEMENT OF ACCOUNTS OF ERNEST STEVENS TRUST
BALANCE SHEETS AS AT 31ST MARCH 2017

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

	<u>2017</u> £	<u>2016</u> £
<u>ASSETS</u>		
Land and Buildings	750,000	750,000
TOTAL ASSETS	750,000	750,000
<u>RESERVES</u>		
Revaluation Reserve	750,000	750,000
TOTAL RESERVES	750,000	750,000

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

	<u>2017</u> £	<u>2016</u> £
<u>ASSETS</u>		
Land and Buildings	1,700,000	1,700,000
TOTAL ASSETS	1,700,000	1,700,000
<u>RESERVES</u>		
Revaluation Reserve	1,700,000	1,700,000
TOTAL RESERVES	1,700,000	1,700,000

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

	<u>2017</u> <u>£</u>	<u>2016</u> <u>£</u>
<u>ASSETS</u>		
Land and Buildings	<u>64,000</u>	<u>64,000</u>
TOTAL ASSETS	<u><u>64,000</u></u>	<u><u>64,000</u></u>
<u>RESERVES</u>		
Revaluation Reserve	<u>64,000</u>	<u>64,000</u>
TOTAL RESERVES	<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 1st April 2013 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 31ST MARCH 2017

(REGISTERED CHARITY NO. 523196)

	<u>Note</u>	<u>Unrestricted</u>	<u>Endowment</u>	<u>Total Funds</u>	
		<u>Funds</u>	<u>Funds</u>	<u>2017</u>	<u>2016</u>
		£	£	£	£
Incoming Resources	(2)	393,715	-	393,715	402,264
Resources Expended	(3)	382,681	-	382,681	453,243
(Net Resources Expended)/Net Incoming Resources		11,034	-	11,034	(50,979)
<u>Other Recognised Gains and Losses.</u>					
Gain (Loss) on revaluation of investments.	(5)	21,766	18,521	40,287	(13,475)
Gain (Loss) on revaluation of property	(4)	-	-	-	-
Net Movement in Funds		32,800	18,521	51,321	(64,454)
Reconciliation of Funds:					
Total Funds Brought Forward		305,599	656,207	961,806	1,026,260
Total Funds Carried Forward		338,399	674,728	1,013,127	961,806

STEVENS PARK AND RECREATION GROUND FOUNDATION TRUST
BALANCE SHEET AS AT 31ST MARCH 2017

	<u>Note</u>	<u>2017</u>		<u>2016</u>	
		£	£	£	£
<u>Fixed Assets</u>					
Land & Buildings	(4)		491,400		491,400
Investments	(5)		403,872		363,585
			895,272		854,985
<u>Current Assets</u>					
Sundry Debtors	(6)	3,921		3,970	
Balances held by Dudley MBC on behalf of the Trust	(6)	113,927		102,844	
COIF Deposit Account		7		7	
			117,855		106,821
<u>Less Current Liabilities</u>					
Creditors					
Grants approved (not paid)	(7)	0		0	
			117,855		106,821
<u>Net Current Assets</u>			117,855		106,821
<u>Net Assets</u>			1,013,127		961,806
 <u>Represented by:</u>					
Permanent Endowment			674,728		656,207
Unrestricted Funds			338,399		305,599
			1,013,127		961,806

Chairman

Date

For and on behalf of the Trustees.

STEVENS PARK AND RECREATION GROUND FOUNDATION TRUST

NOTES ON FINAL ACCOUNTS FOR YEAR ENDING 31ST MARCH 2017

1 Accounting Policies and basis of preparation

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.
- A recent review of chargeable rates, taking account of productivity and staffing levels to ensure full cost recovery has been undertaken which has been the basis for the maintenance charges within these accounts. As a result maintenance costs for the 2015/16 have been revised and re-stated.

2 Income

Income received was as follows:

	2017	2016
	£	£
Interest Income	14,918	15,089
Rental Income	1,116	8,626
<u>Activity Income:</u>		
MSP Norton	53,303	46,562
MSP Wollescote	1,650	1,658
MSP Swinford Common	3,568	3,471
Maintenance Funded by Dudley MBC	319,160	326,858
	<u>393,715</u>	<u>402,264</u>

As approved by previous meetings of this committee and notified to the Charity Commission, income directly generated at three main parks locations is shown separately. This income contributes towards funding maintenance costs incurred by Dudley MBC. The balance of the maintenance costs are funded directly by the Council.

3 **Expenditure**

The expenditure for the year comprised:

	2017	2016
	£	£
Grants	5,000	74,694
Maintenance	377,681	378,549
	<u>382,681</u>	<u>453,243</u>

Grants

The expenditure included grants committed in the year of £5,000 (£74,694 in 2016).

Other expenditure incurred was maintenance of £377,681 (£378,549 in 2016) part funded by Dudley MBC.

4 **Land and Buildings**

The revaluation was undertaken by Dudley MBC, Corporate Resources Directorate, as indicated in a report dated 3rd February 2014. 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.

	2017	2016
	£	£
Land and Buildings	<u>491,400</u>	<u>491,400</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 31st March 2017 was £403,872

	Original Value	Market Value 31/03/17	Market Value 31/03/16	Unrealised (Loss) Gain
	£	£	£	£
COIF Fixed Interest	118,000	135,724	130,756	4,968
COIF Equity Based	118,000	268,148	232,829	35,319
	<u>236,000</u>	<u>403,872</u>	<u>363,585</u>	<u>40,287</u>

6 Current Assets

- The debtors figure is 2016/17 investment income due
- Monies held by DMBC on behalf of the Trust represents accumulation of any surplus or deficit available for distribution

7 Analysis of Grants Not Yet Claimed

There were no grants outstanding at 31st March 2017

TRUSTEES ANNUAL REPORT FOR THE YEAR TO 31ST MARCH 2017

History, Objectives and Activities of the Trust

The Stevens Park and Recreation Ground Foundation Trust was constructed by a Deed of Gift dated 29th September 1930 and varied by a scheme dated 24th 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 delegated its power to the Stourbridge Area Committee. However following the reorganisation of Area Committees to Community forums in February 2013, the Ernest Stevens Management Committee was created with the delegated power of the Trustee.

Procedures and Policy for Grant making

Grant applications are reported to the Ernest Stevens Management Committee which meets regularly. 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 be for a maximum of 50% of the cost of the project or £5,000.

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 1 grant (Stourbridge & District Scout Association).

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 £16,034.

There was one grant allocation which was funded from the income achieved within the year.

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. In previous years costs were solely for manpower, not including variations to programmed work. Following a review of accounting treatment, these have now been revised for both 2015/16 and 2016/17 on the basis of a full cost recovery hourly rate which takes into account productive and unproductive time.

The investments were revalued at 31st March 2017 to be shown at the market value to comply with the Charities SORP 2005. This resulted in an unrealised gain of £40,287 with £21,766 being added to the value of the unrestricted funds and £18,521 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 £338,399.

Future Plans

When providing grants going forward, The Trustees will ensure that the value of the permanent fund is maintained in real terms, and so the Trust is able to meet any ongoing liabilities.

Whereas the accounts now show more detail in relation to income and parks maintenance costs, it has been recognised that there is a need to include a fuller representation of the costs for both land and buildings, as well as reflecting costs and income directly relating to all four charities. A review will be undertaken and reported back to this committee for consultation.

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.