



**KENT COUNTY
PLAYING FIELDS
ASSOCIATION**

**84th ANNUAL REPORT
AND ACCOUNTS**

for the year ended 30th November 2010

Registered Charity 302907

Dear Sir/ Madam,

Notice is hereby given that the Eighty-Fourth Annual General Meeting of the Kent County Playing Fields Association will be held at Tonbridge Castle Tuesday 3rd May 2011, commencing at 6.30 p.m. to which you are invited. A copy of the Annual Report is available from Cantium Lodge on request or can be viewed on our own website – www.kentpfa.org.uk.

A G E N D A

1. Welcome by the Chairman.
2. Apologies for absence.
3. To confirm the Minutes of the 83rd Annual General Meeting.
4. To consider and approve the 84th Annual Report.
5. To consider and approve the Accounts and Balance Sheet for the year ended 30th November 2010.
6. To elect the Members to serve on the Management Committee:
 - (a) Chairman of the Management Committee (2 year term).
 - (b) Vice President of the Management Committee (2 year term).
 - (c) Vice Chairman of the Management Committee (2 year term).
 - (d) Honorary Treasurer of the Management Committee.
 - (e) Chairman of the Golf Committee. (2 year term).
 - (f) Members of the Association (1 year term).

The current members are, Anthony Levick ,Richard T. Maylam ,M.Hawkes, A.Griffith.
7. To elect the members to serve on the Golf Committee.

The current members are Shirley Daniel, Ken Daniel, Ann McGuirk and Malcolm Hawkes
8. Appointment of Auditor.

Any other business for referral to the Management Committee.

Presentation of the Stanley Blow & Ole Kverndal Awards.

By Order of the Management Committee.

Paul Peacock
Secretary

1st April 2011

OBJECT OF THE ASSOCIATION

The Kent County Playing Fields Association is a registered charity and is affiliated to the National Playing Fields Association.

The Association is governed by the Rules, amended in April 2007.

The Object of the Association is to ensure that there are adequate facilities for recreation in every city, town and village in Kent and, to fulfil this Object, to encourage the provision, improvement, retention and use of playing fields, children's playgrounds and other recreational centres.

Supporting the Association

The Association has a strong membership that is committed to achieving its Object.

The extent to which the Association is able to assist with the achievement of its Object, however, is dependent upon the level of financial assistance it receives year-on-year.

If you would like to support the Association, Gift Aid and membership forms have been reproduced at the end of the Annual Report for completion and return to the office.

A complete list of Members may be obtained on application to The Secretary, Cantium Lodge, Terrace Road, Maidstone, Kent ME16 8HU. Telephone: 01622 753960.
E-mail: kcpfa@hotmail.co.uk

The Chairman's Report – Helen Skellorn

Although the year started quietly there was a general feeling that all the work put in previously, to promote awareness of the Kent County Playing Fields Association, was beginning to take effect, soon we were launched into a busy year, the Newsletters produced in the spring and autumn bear witness to the amount that has been done to meet our Aims and Objectives.

Publicity

Loans to sporting organisations are all now presented by us, at a celebratory event along with our plaque to be displayed on the building, with a report and photographs for the local press.

We are grateful to our trustee Richard Maylam for facilitating our presence at The Kent County Show in July. We were very proud of our display, which attracted much attention and where we made some useful contacts. We were delighted to see Mr Hugh Robertson, MP for Faversham & Mid Kent and Minister for Sport & Olympics, who despite his hectic schedule found time to visit our exhibit. Mr Robertson spoke to both the Secretary and I and was most impressed by the young athlete, Mark Cryer, who had given up his day, to support the Charity and help promote awareness of our awards and service to the community.

Our secretary Paul Peacock is working with the governing bodies of some leading sports to introduce a closer working relationship; providing a base for mutual support and membership and ensuring clubs know we are there helping to develop sport and recreation across Kent. Accordingly these links may now be viewed at the Kent Leisure & Olympic Services, Kent Cricket Board, Kent Rugby Union, and Kent Football Association's websites.

Membership

We record our grateful thanks to Ted Wilson who was highly esteemed as our Vice President, he has now, due to ill-health, tendered his resignation. Prior to that he was, for many years, our Secretary and Treasurer, whilst holding a similar post with The Men of Kent / Kentish Men he was far-sighted in being involved in the 50/50 purchase of Cantium Lodge, giving us security and economy of overheads that not many Playing Fields Association have.

We have welcomed Robert Horner to the post of Vice Chairman and kept our former post holder, Malcolm Hawkes as an elected member of our committee being irreplaceable as right hand man for each and everything that needs to be done, thank you Malcolm.

Ken Daniel did not stand for re-election at the AGM but continues in his active role on the Golf Committee so we will not lose his expertise.

We have welcomed Andy Griffith to the board of Trustees representing the Kent County Cricket Board, Induction to this role is by meetings with the Secretary and other Trustees.

With our delegated ability to co-opt we are delighted to appoint Mr.K.C. Wong as Treasurer, he represents Gillingham as a member and is seen to be helping at many events, we have waited some long time for the right person to present themselves.

All our Life Members have been contacted to elicit their continuing interest, we are indeed pleased that some have agreed to accept their Newsletter by e-mail but where no answer was received they have been removed from our list. This category has been dropped for any new members and is the sole reason for the drop in Membership numbers this year.

The half yearly meeting of Council was again held in Maidstone Town Hall, hosted by His Worship the Mayor, Councillor Eric Hotson, known to most of us as a previous Trustee of the Association.

This is a popular event, not being encumbered by the business of an AGM, this year we all enjoyed a talk by Councillor David Turner of Gravesham Borough Council. With both Rugby and Cricket as major interests he spoke about cricket but also on the role of sport and its influence in our lives, a subject very close to our hearts.

Awards

The Stanley Blow and Ole Kverndal Fund, the Ivy Hawkes Memorial Fund and the Virgo Awards for groups and individual young people, giving grants of just a few hundred pounds, have had some brilliant feedback often telling of National and International achievements. £5,315 was granted this year. Among those to receive grants were Jack Finch who subsequently went on to win the National Mountain Bike Championship and Sophie Ayre who won the Kent U17 Long Jump. Previous years award winners, Folkestone Water Polo Club, won the Kent League Cup Tournament and Lucco Russo became Kent U17's Cross Country Champion. In addition general grants of £9,712 were made to a variety of Clubs and Parish Councils.

Furthermore, loans to sports clubs and other organisations have been made totalling £88,000; comparing this to £7,500 last year tells its' own story.

The Cecil Leitch Five Club Competition

Many thanks are due to our Golf Committee, chaired by Richard Young who held a very successful event at Wrotham Heath Golf Club raising £5,143 for us. We thank them for their excellent hospitality. Innovations at this year's event were the photographs taken by Harry Peacock, appreciated by the players and raising a further £95.25 in funds for the Charity and sponsorship of the event which brought in an additional £600. This year the Finals Day will be on 13th June at Ashford Golf Club.

Income

Donations: Cobtree Charity Trust, Stonewall Park Charitable Trust, R. L. Steele, Sir Charles Jessel, Lord Kingsdown, Countess Mountbatten of Burma, M. Hawkes, Mrs P Hawkes, K.C. Wong, Edwin Boorman OBE DL MA, Helen Skellorn, P.Peacock, Hartley Country Club Ladies Bowls Section, Whistable & Seasalter Golf Club, Kent County Ladies Golf Association, Woodlands Manor Golf Club, Saltwood Cricket Club, Piers D.Butler, BOA Merrill Lynch, Sir Jonathan & Lady Benn, Easy Fundraising, R.K.Todd, Wrotham Parish Council, C.Baldwin, GB Promotional Products, J.Knott, B.Beeken D.Byford, J.D.Hall, C.J.Warner, Westgate & Birchington Golf Club, Knockholt Cricket Club, Herne Bay Golf Club Ladies Section, Knole Park Golf Club, Mr & Mrs, R.A. Simmons, Eltham Warren Golf Club, Nizels Golf Club, St Augustine's Golf Club, Larkings Chartered Accountants, Tonbridge Juddians RFC, SO Hairdressing, R.Janz, J.Skelton, I.E.Russell, G.J.Cooke,, , A.Birkett, P.J.C.Smallwood, P.A.Lippiatt, B.Heyes, B.Kverndal, R.W.Edelstone, J.Munday, B.Rees Maj.Gen.R.W.L.McAlister, R.Bourner, S.W.L.Brice. Tonbridge & Malling District Council.

Competitions: Shooters Hill Golf Club (Ladies Section), North Foreland Golf Club (Ladies Section),

Membership

The membership of the Association as at 30th November 2010 was 370 made up as follows:

Life members		38		
Benefactor Members		2		
Annual members	Individuals	40	Clubs	156
	Parish Councils	104	Schools	3
	Corporate	1		
	Gift Aid	26		

Wykeham Stanley Cornwallis Memorial Trust

It has not been possible to report any awards made by this trust for the past two years, contact has now been made by Charlotte Cornwallis, granddaughter of Lord Cornwallis who was the leading founder member of KCPFA and in whose memory the fund was raised in 1986, the trustees of this fund are considering linking with the Kent Trust For Youth Sport for future administration so I quote his thoughts, " you can learn mathematics or languages at school but you cannot learn how to live a happy , healthy life without somewhere to join in the fun. Just remember we want to help those who help themselves. Come and join the Kent County Playing Fields and see what you can do to help."

However, at this AGM we are presenting awards from the Stanley Blow and Ole Kverndal Memorial Fund in support of new initiatives by clubs to provide additional sporting opportunities for young people aged between 10 and 16 years and to recipients of the Ivy Hawkes Memorial Award.

Patron's Award

The Patron's Award was presented to Ken & Shirley Daniel and to Mrs Ann McGuirk on recognition of their services to the Charity over many years. Our Patron Mr Edwin Boorman OBE DL MA made the awards at a luncheon held at the Maidstone Club in November 2010 and paid tribute to all three particularly for their fund raising activity on behalf of the Cecil Leitch 5 Club Competition .Our gratitude on behalf of everyone connected to the Charity must also go on record.

Our total asset of just under £¼ million represents our working capital from which we make our loans, so it fluctuates according to demand. In the absence, at present, of any financial support from local authorities, we do depend on the interest from investments to cover some of our running costs. We now have a new duty to report on our Charity's annual public benefit. (Charities Act 2006).As such we are pleased to report that during the year we made loans of £25,000 to Gravesend Rugby Club, £19,000 to Egerton Playing Field

Committee , £20,000 to Bly Spartans Football Club and£24,000 to Tunbridge Wells Borderers Sports Club. Several general grants totalling £9,712 were given to various organisations throughout Kent with a further £2,250 pending. Our Memorial Funds made grants of £5,315 to a variety of clubs, individual sportsmen and women. All of which contribute to the advancement of amateur sport and health, the relief of those in need by way of disability and the advancement of citizenship and community development.

To conclude, thoughts must inevitably turn to two events in 2012, The Olympics and the QE11 Challenge. I am pleased to report that the vast majority of our Borough and District Councils have taken up the initiative to nominate fields within their boundaries to the Queen Elizabeth 11 Challenge and will ultimately provide playing space in perpetuity for many future generations to enjoy as well as securing a permanent legacy to Her Majesty in celebration of 60 years as Sovereign. Information for this can to be found on our website.

Helen Skellorn

16th February 2010

Treasurers Report – Mr.K.C.Wong

Finance

The Charity's unrestricted funds over the year had been depleted by 7.3%, leaving a total of **£229,500** to be brought over. This is mainly the result of a much increased level of grants awarded and an increase in administrative expenditure.

Investment income was also reduced, reflecting the low interest rate environment of 2010 (a shortfall of £2,139 compared to the previous year).

But it is not all doom and gloom. Annual subscriptions were up almost 29% to £5,347 (£4,154 in '09). Net Competition income including donations was up 9% at £11,047.

Looking ahead to 2011, a decision was made to increase investment income by transferring funds (£50,000) from the Deposit Account into 2 equity accounts. These were set up at the beginning of the financial year, namely:

- a) COIF Charities Property Fund (est. yield of 7%)
- b) CCLA Global Equity Income Fund (est. yield of 5%)

Comment

In addition to the rise in the volume of grants awarded during the year, there had been a huge increase in loans approved. To sustain this level of activity without depleting working capital, the trustees may have to find new strategies for lending, increasing income or reducing cost. At present, cash in the Bank is £14,000 including funds in the Deposit A/C. Expected loan repayments during the year is £26,900.

16th February 2010

Patron: Edwin R. P.Boorman OBE DL MA

OFFICERS:

President Geoffrey Cooke, Beccanceld, 99 The Street, Bapchild, Kent ME9 9AF

Vice-President Vacant Post

Chairman Mrs.Helen Skellorn, 12 Primrose Terrace, Shrubbery Road, Gravesend, Kent DA12 1JN

Vice-Chairman Robert W.Horner, Linden Lea, Greenhill Road, Otford, Sevenoaks, Kent TN14 5RR

Honorary Treasurer K.C.Wong, 28 Watling Street,Gillingham,Kent ME7 2YH

**Golf Committee
Chairman** Richard Young, 1 Nunnery Fields, Canterbury, Kent CT1 3JN

Custodial Trustees The Rt. Hon. Lord Kingsdown KG, PC, John Manley and Edward St.J. Brice, DL

Secretary Paul Peacock, Cantium Lodge, Terrace Road, Maidstone, Kent ME16 8HU. Telephone: 01622 753960

**Registered
Auditors** Larkings, Cornwallis House, Pudding Lane, Maidstone, Kent ME14 1NH

Bankers National Westminster Bank plc, 3 High Street, Maidstone, Kent ME14 1XU

COMMITTEE AND COUNCIL MEMBERSHIP

The Management Committee (whose members serve as Trustees of the Association)

- *Chairman: Helen Skellorn*

The Association's Officers: (as detailed on Page 3 of this Annual Report)

Elected Members: A.Griffiths, M.S.Hawkes A. Levick and R T Maylam

The Council – Chairman Helen Skellorn, Vice-Chairman Robert Horner, Treasurer K.C.Wong

Elected Members: J. D. Ellis, Kent County Bowling Association, 11 School Lane, Blean, Canterbury, Kent CT2 9JA
C.Boswell, President Kent Football Association, Invicta House Cobdown Park, Ditton Maidstone ME20 6DQ
Mrs. B. Upton, Kent County Amateur Swimming Association, 184 Wilmot Road, Dartford, Kent DA1 3BS
R. Young, Kent County Golf Union, 1 Nunnery Fields, Canterbury, Kent CT1 3JN
A.Griffith, Community Cricket Manager West & Met. Kent, KCB Development Office, Old Dover Road, Canterbury CT1 3NZ

The Golf Committee - Chairman: Richard Young

Elected Members: K. Daniel, Mrs. S. Daniel, Mrs.A McGuirk, M.S.Hawkes,

Ex-Officio Members: The Association's Officers

The Association's Officers, the Custodial Trustees, District Representatives and representatives of local authorities, whilst holding office.

DISTRICT REPRESENTATIVES

<i>Bexley</i>	A. Griffith, 1 Roman Way, Boughton Monchelsea, Kent ME17 4SG.
<i>Canterbury</i>	R. Young, 1 Nunnery Fields, Canterbury, Kent CT1 3JN
<i>Dartford</i>	Mrs. J. Wood, 60 Ediva Road, Meopham, Kent DA13 0ND
<i>Dover North</i>	G. Cowan, 13 Danes Court, Dover, Kent
<i>Dover Central</i>	F. J. Wilson, 208 Downs Road, Walmer, Deal, Kent CT14 7TN
<i>Dover South</i>	Cllr. K. Sansum, 56 Eaves Road, Dover, Kent CT17 9LX
<i>Gillingham</i>	K. C. Wong, 28 Watling Street, Gillingham, Kent ME7 2YH
<i>Gravesham</i>	Mrs.H Skellorn, 12 Primrose Terrace Shrubbery Road ,Gravesend Kent DA12 1JN
<i>Maidstone North</i>	No Representative
<i>Maidstone South</i>	A. Levick, 1 Rose Court, Vanity Lane, Linton, Maidstone, Kent ME17 4BP
<i>Medway North</i>	M.S.Hawkes, Runsell Grange, Yelsted Lane, Boxley, Maidstone, Kent ME14 3EJ

<i>Medway South</i>	I. Hudson, 32 Beauworth Park, Maidstone, Kent ME15 8EU
<i>Sevenoaks</i>	R. W. Horner, Linden Lea, Greenhill Road, Otford, Sevenoaks, Kent TN14 5RR
<i>Shepway North</i>	P. Sumpter, 20 Hasborough Road, Folkestone, Kent CT19 6BR
<i>Swale and Sheppey East and West</i>	G. J. Cooke, Beccanceld, 99 The Street, Bapchild, Sittingbourne, Kent ME9 9AF
<i>Swale Central</i>	A. Smith, Bapchild Court, School Lane, Bapchild, Sittingbourne, Kent ME9 9NL
<i>Thanet</i>	No Representative
<i>Tonbridge and Malling South</i>	D. Legg, 50 Ridgeway Crescent, Tonbridge, Kent TN10 4NA
<i>Tunbridge Wells</i>	P. French, 31 Bounds Oak Way, Southborough, Kent TN4 OTW

REPRESENTATIVES OF LOCAL AUTHORITIES

<i>Kent County Council</i>	Cllr. A. Chell, 14 Sheppey Road, Maidstone, Kent ME15 9SL
<i>Ashford</i>	Cllr. B. J. D. Heyes, 7 Kings Avenue, Ashford TN23 1LU
<i>Canterbury</i>	Cllr. P. Todd, 60 Sherwood Drive, Whitstable, Kent CT5 4PH
<i>Dartford</i>	Cllr. Graham Harris, Civic Centre, Home Gardens, Dartford, Kent DA1 1DR Cllr. P. Thurlow, 32 Cedar Drive, Sutton at Hone, Dartford, Kent DA4 9EN
<i>Dover</i>	Cllr. N. J. Collor, 114 Maison Dieu Road, Dover, Kent CT16 1RR
<i>Gravesham</i>	Cllr. W. Lambert, MBE, 35 Frobisher Way, Gravesend, Kent DA12 4QY
<i>Hythe & New Romney</i>	Cllr. A. F. Ryder, 21 Baldwin Road, Greatstone, New Romney TN28 85Y
<i>Lydd Town Council</i>	Cllr. Barbara Walsh 60 The Derrings, Lydd, Romney Marsh Kent TN29 9BN
<i>Maidstone</i>	Cllr. Mike Fitzgerald, 11 Laxton Drive, Chart Sutton, Kent ME17 3SQ
<i>Medway</i>	Cllr. Doe, The Warren, 21 Style Close, Rainham, Gillingham, Kent ME8 9LS
<i>Sevenoaks</i>	Cllr. J. A. Underwood, "Kalana", London Road, Swanley, Kent BR8 7AW
<i>Shepway</i>	Cllr. Mrs. J. D. Hollingsbee, Snowdrop, Swan Lane, Sellindge, Ashford, Kent TN25 6EB
<i>Swale</i>	No Representative
<i>Tonbridge & Malling</i>	Cllr. M. Coffin Hill Park Farm, Wrotham Hill Road, Wrotham, Sevenoaks, Kent TN15 7PX

THE CECIL LEITCH FIVE CLUB GOLF COMPETITION - *Richard Young*

The result of our 2010 Competition, held at the splendid Wrotham Heath Golf Club, was excellent and we had entries from 51 men's and 65 ladies' clubs throughout Kent totalling 3,368 players taking part in the preliminary rounds. A really wonderful achievement, and so much appreciated by KCPFA. Our thanks to all at Wrotham Heath for giving us courtesy of their course and to each and every competitor.



The competition results were:-

The Men's Cup & 1st Prize

Winner: Mark Harrop, North Foreland G.C., (handicap 9) with 37 points.
Runner up: Stephen Hill, Littlestone G.C. (handicap 5) with 36 points.
Third: Elliot Bates, Broke Hill G.C. (handicap 10) with 35 points.
Longest Drive: Darren Child, Hawkhurst G.C. on the 9th Hole.
Nearest the Pin: David Soars, Langley G.C. (Professional's Prize) on the 5th Hole *
Mark Harrop, North Foreland G.C. on the 17th Hole.

The Ladies' Cup & 1st Prize

Winner: Rebecca Venis, G.C. (handicap 35) with 41 points.
Runner up: Mandy Howell, Westerham G.C. (handicap 22) with 39 points.
Third: Helen Kennedy, Sundridge Park G.C. (handicap 14) with 36 points.
Longest Drive: Sally Cooper, Royal Blackheath G.C. on the 9th Hole.
Nearest the Pin: Jan Holmes, Fawkham Valley G.C. on the 17th Hole.

*Prize sponsored by resident Assistant Professional at Wrotham Heath, Mr.J.Skelton.

The final in 2011, will be held at Ashford Golf Club on Monday 13th June and we look forward to another successful and pleasant day.

FINANCIAL ASSISTANCE - 2010

Loans Paid:

	£
Bly Spartans F.C (New Flood Lighting)	20,000
Gravesend R.F.C. (Club Roof Renovation)	25,000
Tunbridge Wells Borderers Sports Club (Club House Extension/renovation)	24,000
Egerton P.F.C. (New Sports Pavilion)	<u>19,000</u>
	88,000

Grants Paid:

Littlebourne Youth Group (Mini BMX Track)	1,000
Sturry Parish Council (Multi use Games Area)	1,000
The Francis Austen Memorial Trust (New Recreation Facilities)	1,000
Oxford Parish Council Club (Resurfacing of Public Tennis Courts)	1,000
Boughton & Eastwell Cricket Club (new netting to outside net area)	200
Tunbridge Wells Borderers Sports Club (Club House renovation)	1,000
Tunbridge Wells Cricket Club (New Outdoor Nets)	1,000
Yalding Cricket Club (Renovation Pavilion Interior)	1,000
St.Nicholas at Wade Parish Council (New Goalposts)	412
Bidborough Bowls Club (New Pavilion Roof Tiles)	1,000
Tonbridge Juddians R.F.C. (Anti Slip Surfaces in Club House)	1,000

Continued...

Kent Netball Life Members	<u>100</u> 9,712
Grants Offered and Awaiting Payment:	
Crockenhill Parish Council (Disabled Kissing Gate)	250
Linton Parish Council (Refurbishment to games area)	1,000
Hildenborough Parish Council (Drainage to Recreation Ground)	<u>1,000</u> 2,250
Grants Paid from Stanley Blow & Ole Kverndal Memorial Fund:	
Maidstone Roller Dance Club	300
Queenborough Archers Club	300
Yalding Cricket Club	300
Rolvenden Cricket Club	300
The Kent Cricket Board	300
Saxons Orienteering Club	300
MNM Netball Club	300
The Paddocks Riding Club	<u>300</u> 2,400
Grants Paid from the Ivy Hawkes Memorial Fund:	
Nat Jarvis	200
Sophie Ayre	200
Lara Fay	200
Jasmine Pomeroy	250
Mark Cryer	250
Jack Finch	250
Ross Gilham Jones	250
Oliver Kitchen	250
Joel Shopland	195
Emma Smethurst	200
Lloyd Milner	<u>200</u> 2,445
Grants Paid from the Virgo Memorial Fund:	
Nigel Kemp	200
Ian Davis	150
Alison Deniff	<u>120</u> 470

STATEMENT OF THE MANAGEMENT COMMITTEE'S RESPONSIBILITIES

The Management Committee is responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Law applicable to charities in England and Wales requires us as the Management Committee to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, we are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate that the Charity will continue in operation.

We are responsible for keeping accounting records that disclose with reasonable accuracy the financial position of the Charity and which enable us to ascertain the financial position of the Charity and which enable us to ensure that the financial statements comply with applicable laws and regulations and the Rules of the Association. We 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 AUDITORS' REPORT TO THE MANAGEMENT COMMITTEE OF KENT COUNTY PLAYING FIELDS ASSOCIATION

We have audited the financial statements of Kent County Playing Fields Association for the year ended 30 November 2010 which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes. These financial statements have been prepared under the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (effective January 2007).

This report is made solely to the Charity's Management Committee, as a body, in accordance with section 43 of the Charities Act 1993 and Regulations made under section 44 of that Act. Our audit work has been undertaken so that we might state to the Charity's Management Committee those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and the Charity's Management Committee as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the Management Committee and Auditors

The Management Committee's responsibilities for preparing the Management Committee's Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Management Committee's Responsibilities

We have been appointed as auditors under section 43 of the Charities Act 1993 and report in accordance with regulations made under section 44 of that Act. Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Charities Act 1993. We also report to you if, in our opinion, the Management Committee's Annual Report is not consistent with the financial statements, if the Charity has not kept proper accounting records, or if we have not received all the information and explanations we require for our audit.

We read the Management Committee's Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of audit opinion

We conducted our audit in accordance with International Standards on auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the Management Committee in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion, the financial statements give a true and fair view in accordance with United Kingdom Generally Accepted Accounting Practice (applicable to Smaller Entities) of the Association's affairs as at 30 November 2010 and of its incoming resources and application of resources in the year then ended and have been properly prepared in accordance with the Charities Act 1993.

Larkings (S.E.) LLP

Chartered Accountants and Registered Auditors
Cornwallis House, Pudding Lane,
Maidstone, Kent ME14 1NH

Dated: 24.3.2011

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 NOVEMBER 2010

	Accumulated Income (£)	Virgo Awards Appeal (£)	Stanley Blow & Ole Kverndal Awards Appeal (£)	Ivy Hawkes Awards Appeal (£)	2010 Total (£)	2009 Total (£)
INCOMING RESOURCES						
Income						
Annual subscriptions	5347	-	-	-	5347	4,154
Income tax recoverable on covenanted subscriptions	91	-	-	-	91	81
	<u>5,438</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,438</u>	<u>4,235</u>
Competitions income	-	-	-	-	-	68
Five Club Golf Competition	5,143	-	-	-	5,143	5,650
Donations, collecting boxes etc	5,754	-	-	-	5,754	4,282
Loan administration charges recovered	75	-	-	-	75	15
Online filling incentive HMRC	75	-	-	-	75	100
	<u>11,047</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>11,047</u>	<u>10,115</u>
Investment Income						
Interest on loans	1,291	-	-	-	1,291	1,856
Interest on investments	1,907	-	-	-	1,907	1,751
Interest on bank deposit account	19	-	-	-	19	2
Interest on Charities deposit fund	455	-	-	-	455	2,202
	<u>3,672</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,672</u>	<u>5,811</u>
TOTAL INCOMING RESOURCES	<u>20,157</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>20,157</u>	<u>20,161</u>
RESOURCES EXPENDED						
Direct Charitable Expenses						
Grants	9,712	470	2,400	2,445	15,027	9,894
Administrative Expenses						
Administrative secretary salary	17,463	-	-	-	17,463	14,059
Conference expenditure	867	-	-	-	867	221
Rates, heating & insurance	1,561	-	-	-	1,561	1,527
Postage, telephone & travelling	1,551	-	-	-	1,551	1,701
Stationary & office expenses	1,237	-	-	-	1,237	1,690
Cleaning & maintenance of premises	205	-	-	-	205	303
Audit fees	1170	-	-	-	1170	1,087
Patron's Award	378	-	-	-	378	-
Sundries	253	-	-	-	253	233
Depreciation	144	-	-	-	144	169
	<u>24,829</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>24,829</u>	<u>20,990</u>
TOTAL RESOURCES EXPENDED	<u>34,541</u>	<u>470</u>	<u>2,400</u>	<u>2,445</u>	<u>39,856</u>	<u>30,884</u>

NET INCOMING RESOURCES BEFORE TRANSFERS	(14,384)	(470)	(2,400)	(2,445)	(19,699)	(10,723)
Transfers between funds	<u>(2,500)</u>	<u>-</u>	<u>2,500</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET INCOMING RESOURCES	(16,884)	(470)	100	(2,445)	(19,699)	(10,723)
Unrealised gain / (loss) on investments	<u>1,679</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,679</u>	<u>6,458</u>
NET MOVEMENT IN FUND	(15,205)	(470)	100	(2,445)	(18,020)	(4,265)
Balance brought forward	<u>239,419</u>	<u>6,067</u>	<u>(576)</u>	<u>2,610</u>	<u>247,520</u>	<u>251,785</u>
BALANCE CARRIED FORWARD	<u>224,214</u>	<u>5,597</u>	<u>(476)</u>	<u>165</u>	<u>229,500</u>	<u>247,520</u>

BALANCE SHEET – At 30th November 2010

	Notes	£	2010	£	£	2009	£
FIXED ASSETS	5			8,898			9,042
LOANS	6			<u>113,600</u>			<u>37,900</u>
				122,498			46,942
CURRENT ASSETS							
Investments	7	43,130			40,383		
Debtors	8	587			1,010		
Cash at bank in hand		<u>66,290</u>			<u>161,505</u>		
		110,007			202,898		
CREDITORS: amounts falling due within one year	9	<u>3,005</u>			<u>2,320</u>		
NET CURRENT ASSETS				<u>107,002</u>			<u>200,578</u>
TOTAL ASSETS LESS CURRENT LIABILITIES				<u>229,500</u>			<u>247,520</u>
FUNDS							
Unrestricted funds	10			<u>229,500</u>			<u>247,520</u>
				<u>229,500</u>			<u>247,520</u>

The financial statements were approved by the Trustees on 16th February 2011 and signed on their behalf by Mrs H Skellorn (Chairman) and Mr G J Cooke (President).

NOTES TO THE FINANCIAL STATEMENTS

1 STATEMENT OF ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared in accordance with the Statement of Recommended Practice - "Accounting by Charities", the Charities Act 1993 and applicable accounting standards. The financial statements have been prepared under the historical cost convention as modified by the revaluation of investments.

Donations

Donations and similar income are accounted for on a receipts basis.

Investments and investment income

Investments are valued at their market value at 30 November each year, and realised and unrealised gains or losses are shown in the Statement of Financial Activities

Investment income is included in the accounts on a receivable basis

Depreciation of tangible fixed assets

Depreciation is provided on all tangible fixed assets, other than freehold property, at the following rates:

Office furniture; 15% reducing balance basis.

Depreciation has not been provided on the freehold property as, in the opinion of the Trustees, the market value is in excess of the costs to date.

Grants payable

Grants payable are disclosed in the accounts when paid rather than when approved.

Netted off expenses

With the exception of the Five Club Golf Competition, all income and expenditure is shown gross. For this year 20% of the Secretary's salary has been apportioned to the Five Club golf competition to reflect the amount of time spent.

The gross income for the Five Club golf competition was £11,771 (2009 £10,036) and the gross expenditure was £6,628 (2009 £4,386).

Life membership subscriptions

Life membership subscriptions are recognised in the year of receipt.

Funds

Funds are all unrestricted funds. There are two designated funds, being the Virgo Awards Appeal, set up to assist young cricketers with their sport, and the Stanley Blow and Ole Kverndal Awards Appeal, set up to assist clubs and organisations with new initiatives, training and coaching of youngsters in their particular sporting field.

2 TRUSTEE REMUNERATION

There were no payments made in respect of Trustee remuneration or Trustee expenses during the year.

3 EMPLOYEE EMOLUMENTS

	2010	2009
	£	£
Administrative Secretary Gross Pay	20,000	16,217
National Insurance Contributions	<u>1,829</u>	<u>1,356</u>
	<u>21,829</u>	<u>13,447</u>
Allocated to Five Club Competition	4,366	3,514
Included in Administrative Expenses	<u>17,463</u>	<u>14,059</u>
	<u>21,829</u>	<u>13,447</u>

4 COMMITMENTS

There were no commitments for loans approved for which provision has not been made in these accounts (2009 £nil). There were commitments amounting to £2,250 for grants from non-designated funds at the year end (2009 £4,000).

5 TANGIBLE FIXED ASSETS

	Land & buildings £	Fixtures & fittings £	Total £
Net book values			
At 1 December, 2009	8,083	959	9,042
Additions	-	-	-
Disposals	-	-	-
Depreciation charge for year	-	(144)	(144)
At 30 November, 2010	<u>8,083</u>	<u>815</u>	<u>8,898</u>

6 LOANS

	2010 £	2009 £
Balance outstanding at 1 December, 2009	37,900	48,200
Loans advanced during the year	<u>88,000</u>	<u>7,500</u>
	125,900	55,700
Less repaid during the year	<u>(12,300)</u>	<u>(17,800)</u>
Balance outstanding at 30 November 2010	<u>113,600</u>	<u>37,900</u>

7 INVESTMENTS

	2010 £	2009 £
Market value brought forward	40,383	32,988
Additions in the year	1,068	937
Unrealised investment gain/(loss)	<u>1,679</u>	<u>6,458</u>
Market value carried forward	<u>43,130</u>	<u>40,383</u>
Historical cost	<u>49,269</u>	<u>48,201</u>

The above investments are 1943.31 shares in COIF Charities Investment Fund, and 18,544.355 units in a CAF Balanced Growth Fund.

8 DEBTORS

	2010 £	2009 £
Trade debtors	-	161
Other debtors	<u>587</u>	<u>849</u>
	<u>587</u>	<u>1,010</u>

9 CREDITORS: amounts falling due within one year

	2010 £	2009 £
Sundry creditors and accruals	1,772	1,087
Other taxes and social security costs	<u>1,233</u>	<u>1,232</u>
	<u>3,005</u>	<u>2,319</u>

10 UNRESTRICTED FUNDS

Included within unrestricted funds are designated funds in respect of the Virgo Awards Appeal and the Stanley Blow and Ole Kverndal Awards Appeal and the allocation of these funds are as follows:

	2010 £	2009 £
Virgo Awards	5,597	6,067
Stanley Blow and Ole Kverndal Awards	(476)	(576)
Ivy Hawkes Awards	165	2,610
Non-designated funds	<u>224,214</u>	<u>239,419</u>
	<u>229,500</u>	<u>247,520</u>

The designated funds are represented by part of the cash at bank and the non-designated funds are represented by all the other assets and liabilities of the Association.

**SUMMARY OF ACCOUNTS FOR THE PAST FIVE YEARS
(2006 TO 2010 INCLUSIVE)**

Details	Year				
	2006	2007	2008	2009	2010
	£	£	£	£	£
Income (other than investment income)	8,510	11,805	10,156	14,350	16,485
Expenses - administration	12,907	12,127	15,529	20,990	24,829
Surplus (Deficit)	930	7,005	(13,408)	(4,265)	(18,020)
Capital Account - General fund	258,188	265,193	251,785	247,520	229,500
Loans outstanding at previous year end	66,608	44,500	57,400	48,200	37,900
Loans advanced during the year	-	34,000	10,000	7,500	88,000
Loans repaid during the year	22,108	21,100	19,200	17,800	12,300
Grants made during the year	8,666	2,635	3,350	9,894	15,027
Membership	496	440	417	428	370

MAJOR FINANCIAL RISKS

In accordance with the revised Charities Statement of Recommended Practice, the Management Committee confirms that they are satisfied that adequate systems are in place to mitigate against major financial risks.

GIFT AID DECLARATION

Name of Charity: KENT COUNTY PLAYING FIELDS ASSOCIATION, Cantium Lodge, Terrace Road, Maidstone, Kent ME16 8HU. Telephone: 01622 753960. E-mail: kcpfa@hotmail.co.uk

Details of Donor:

Title Forenames..... Surname

 Address

 Post Code

I would like the Charity to treat, as a Gift Aid Donation, the following:

- the enclosed donation of £
- the donation of £ which I made on/...../.....
- all donations I make from the date of this declaration until I notify you otherwise
 (*delete as appropriate*)

Signature

Date

EXPLANATORY NOTES:

1. You may cancel this declaration at any time by notifying the Charity.
2. You must pay an amount of income tax and/or capital gains tax at least equal to the tax that the Charity reclaims on your donations in the tax year (currently 25p for each £1 you give).
3. If in the future your circumstances change, and you no longer pay tax on your income and/or capital gains tax equal to the tax that the Charity reclaims, you may cancel your declaration (see Note 1).
4. If you pay tax at the higher rate, you may claim further tax relief on your Self Assessment tax return
5. If you are unsure whether your donations qualify for Gift Aid tax relief, please contact the Charity, or ask your local tax office for leaflet IR133 Gift Aid.
6. Please notify the Charity if you change your name or address.

DONATIONS UNDER THE NEW GIFT AID REGULATIONS

The Gift Aid Scheme has replaced the existing scheme under which monies were donated under a Deed of Covenant. Existing Deeds of Covenant will continue until their expiry date but will be dealt with, for those purposes, in the same way as donations under the new scheme. When Deeds of Covenant expire, donors will be invited to make donations in accordance with the Declaration Form opposite.

You will see that you have various options on the form and you may select which option suits your particular circumstances.

There is no minimum or maximum limit to the amount that you may give. All that is required is that you must have paid an amount of tax, either income or capital gains, at least equal to the tax deducted from your donations. This will allow donors to claim higher rate tax relief from donations against either income tax or capital gains tax.

You may even submit a Gift Aid declaration by telephone or via the Internet without having to complete and sign a paper declaration. You merely have to provide the information contained on the form opposite and the Association will send you a written record of the declaration that you have made.

You are entitled to cancel a declaration at any time. In the case of an oral declaration, if you cancel the declaration within 30 days of the written record being sent to you, the cancellation will be retrospective so that it will be as if the declaration had never been made.

In addition to any donation made under the Gift Aid Scheme, individuals and companies will be able to obtain tax relief for gifts of listed shares and securities made to the Association when calculating their income or profits for tax purposes.

PAYROLL GIVING

Under the Payroll Giving Scheme, employees are able to authorise their employers to deduct charitable donations from their pay before calculating Pay As You Earn tax. In this way, the employee automatically obtains tax relief at his or her top rate of tax.

If you have queries about making donations to the Association, please speak to the Secretary at Cantium Lodge. If he is unable to solve your problem immediately, he will take the details and one of the Association's Officers will contact you when we have ascertained the answer from the appropriate authority.

KENT COUNTY PLAYING FIELDS ASSOCIATION

MEMBERSHIP APPLICATION FORM

To: The Hon Treasurer, Kent County Playing Fields Association, Cantium Lodge, Terrace Road,
Maidstone, Kent ME16 8HU

To support the Playing Fields Movement, I have pleasure in enclosing a Subscription/ Benefactor
Membership fee of £.....

Name.....

Address.....

RATES OF MINIMUM SUBSCRIPTION:

Annual:	£
Individual	10
Sports Clubs and similar organisations	25
Borough and District Councils	52
Parish Councils -	
Council Tax Base precept £1,000 to £2,000	10
Council tax base precept over £2,000	20
Benefactor Member:	
Once only payment	1,000
Corporate Membership (per annum):	
Commercial and industrial firms	75

BANKER'S ORDER

ToBank plc Sort Code

Address

Please pay now to the account of the Kent County Playing Fields Association (Registered Charity 302907) at National Westminster Bank plc, 3 High Street, Maidstone, Kent ME14 1XU, (sort code 60-60-08, Account number 00039616), my/our subscription of £ and continue to pay this amount without further application on 1st January each year until further notice.

Signature.....Account No.....

Address.....

Date.....