



**KENT COUNTY
PLAYING FIELDS
ASSOCIATION**

**83rd ANNUAL REPORT
AND ACCOUNTS**

for the year ended 30th November 2009

Registered Charity 302907

Dear Sir/ Madam,

Notice is hereby given that the Eighty-third Annual General Meeting of the Kent County Playing Fields Association will be held at Tonbridge Castle on Tuesday 20th April 2010, commencing at 6.30 p.m. (map on last page). 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 82nd Annual General Meeting.
4. To consider and approve the 83rd Annual Report.
5. To consider and approve the Accounts and Balance Sheet for the year ended 30th November 2009.
6. To elect the Members to serve on the Management Committee:
 - (a) Vice President of the Management Committee (1 year term).
 - (b) Vice Chairman of the Management Committee (2 year term).
 - (c) Honorary Treasurer of the Management Committee.
 - (d) Four ordinary members of the Association (for a one-year term).The current members are, Robert Horner, Anthony Levick and Richard T. Maylam.(1 vacancy)
7. To elect the members to serve on the Golf Committee.
The current members are Shirley Daniel, Ken Daniel, Ann McGuirk and Ted Wilson.
8. Appointment of Auditor.
9. The Stanley Blow and Ole Kverndal Memorial Fund - Presentation of Awards.
Any other business for referral to the Management Committee.

By Order of the Management Committee.

Paul Peacock
Secretary

7th April 2010

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

The Management Committee have enjoyed an interesting year as the Association moved forward with our new, full time secretary Paul Peacock, who has also taken on the role of Public Relations / Development Officer, when the original supporting post withdrew.

Early in the year a new computer system was installed, giving greater speed and efficiency. The website is regularly updated and includes the quarterly Newsletter, which saves some postage.

Paul, with our Vice Chairman Malcolm Hawkes, attended the National Conference over two days in June which, apart from making useful contacts with other Playing Fields Associations, found an enthusiasm and breath of fresh air which he has brought back to Kent. I know that results are slower than he would like but if hard work and perseverance has its rewards – they will come.

MEMBERSHIP

J.C.Eames has resigned after long years of service as the representative for Tunbridge Wells we thank him and wish him well for the future and welcome Peter French in his place. Also resigning after many useful years of service are: Dr. R. Hill, representing Bexley and Mr. Clifford Playford for Maidstone North. Our thanks go out to both.

Richard T. Maylam was elected to our Management Committee last year; he has been instrumental in our decision to purchase copies of the book written by the late Bob Woolmer on coaching for cricket, which we donate free to any Cricket Clubs who apply for it. He is a welcome new voice on the committee. New trustees undergo an induction programme commensurate with their role. New council members bring a fresh approach according to their expertise, we currently have one vacancy for an elected member from Council to join the Management Committee, and nominations are invited.

A half- yearly Council Meeting was re – established with a good measure of success in October at the Old Town Hall in Maidstone, attended by His Worship the Mayor and other notables. It re – ignited links with many members who were updated on our activities. Robert Horner of our Management Committee talked entertainingly about his year as President of the Rugby Football Union, its highs, its lows, with many anecdotes. The meeting this year will be in October at the same venue.(Date to be advised).

THE IVY HAWKES BURSARY AWARD

Has been set up by Malcolm and Pauline Hawkes in memory of his mother, who enjoyed swimming for most of her life. It is to support individual young sportsmen and women with their expenses. Five young people have received awards this year, one of whom went on to win two gold and one silver medal at the European Karate Championships held in Germany in July.

FINANCE

The interest rate charged on our loans has been reviewed and reduced, to reflect current Bank Rates although requests for loans are still low in number. Subscription rates for members have slightly increased in some categories; encouragingly the true membership numbers are slightly higher.

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 The Rochester and Cobham Golf Club raising £5,650 for us. We thank them for their excellent hospitality. This year the Finals Day will be on 14th June at Wrotham Heath Golf Club. Information for the Competition has been sent to golf clubs which includes a feature detailing the importance of Cecil Leitch as an early Women's Golf Champion and her connections with Kent.

The possibility of staging a similar event for juniors is being followed up and we continue our support for the Kent County Schools Golf Association. Innovations at this year's event were the photographs taken by Matthew Peacock, appreciated by the players and raising a further £112.80 in funds for the Charity.

IN SUMMARY we have dared to spend money in order to raise awareness, membership, and applications for loans, which promote our main objective “to encourage the provision, improvement, and use of all recreational facilities”.

Income

Donations: Cobtree Charity Trust, Stonewall Park Charitable Trust, Mr. R L Steele, Sir Charles Jessel, Miss A Milligan, Lord Kingsdown, Countess Mountbatten of Burma, Mr M Hawkes, Mrs P Hawkes, Mr K C Wong, Edwin Boorman OBE DL MA, Isobel M Pullen, Helen Skellorn, Mr & Mrs J Munday, Hartley Ladies’ Bowls Club, Whistable & Seasalter Golf Club, Kent County Ladies Golf Association, Woodlands Manor Golf Club, Royal Cinque Ports Golf Club, Saltwood Cricket Club.

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

Membership

The membership of the Association as at 30th November 2009 was 428, made up as follows:

Life members		138		
Benefactor Members		2		
Annual members	Individuals	33	Clubs	153
	Parish Councils	99	Schools	3

Wykeham Stanley Cornwallis Memorial Trust

In 1986, at the instigation of your Association, a scheme was set up in memory of the late Lord Cornwallis, the purpose of which was to enable and encourage young sportsmen and sportswomen in the County to progress their prowess in sport and games. We receive applications from pupils at schools colleges or universities in Kent, supported by either their school or sports governing body for recommendation to the Trustees of the Fund. Successful applicants can receive either a scholarship over a three-year period, or, a once only payment. The Trustees of the Cornwallis Memorial Fund have sole discretion on the amount offered and the category of the award. Application forms are available from Cantium Lodge and should be returned to that address. Applications received in 2009 totalled 23. The trustees are currently considering altering the criteria for awards. As such we are unable to announce recipients for 2009.

However, at this AGM we are also 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.

Our total assets are around £¼ million and represent 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 one loan of £7,500 to Goudhurst Tennis Club at Brandfold and several grants totalling £4,400 to various organisations throughout Kent with a further £4,000 pending. Our Memorial Funds made 21 grants of £5,494 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.

OFFICERS:

<i>President</i>	Geoffrey Cooke, Beccanceld, 99 The Street, Bapchild, Kent ME9 9AF
<i>Vice-President</i>	Edward Wilson, 9 Orchard Close, Minster, Ramsgate, Kent CT12 4AL
<i>Chairman</i>	Helen Skellorn, 12 Primrose Terrace, Shrubbery Road, Gravesend, Kent DA12 1JN
<i>Vice-Chairman</i>	Malcolm Hawkes, Runsell Grange, Yelsted Lane, Boxley, Maidstone, Kent ME14 3EJ
<i>Honorary Treasurer</i>	(vacancy)
<i>Golf Committee Chairman</i>	Richard Young, 1 Nunnery Fields, Canterbury, Kent CT1 3JN



<i>Custodial Trustees</i>	The Rt. Hon. Lord Kingsdown KG, PC, John Manley and Edward St.J. Brice, DL
<i>Secretary</i>	Paul Peacock, Cantium Lodge, Terrace Road, Maidstone, Kent ME16 8HU. Telephone: 01622 753960
<i>Registered Auditors</i>	Larkings, Cornwallis House, Pudding Lane, Maidstone, Kent ME14 1NH
<i>Bankers</i>	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: K Daniel, R W Horner, R T Maylam and A Levick

The Golf Committee - Chairman: Richard Young

Elected Members: Mrs S Daniel, E C Wilson, K Daniel and Mrs A McGuirk
Ex-Officio Members: The Association's Officers

The Council - Chairman: Helen Skellorn
Vice-Chairman: Malcolm Hawkes

Elected Members: J D Ellis, Kent County Bowling Association, 11 School Lane, Blean, Canterbury, Kent CT2 9JA

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

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

DISTRICT REPRESENTATIVES

Bexley No Representative

Canterbury R Young, 1 Nunnery Fields, Canterbury, Kent CT1 3JN

Dartford Mrs J Wood, 60 Ediva Road, Meopham, Kent DA13 0ND

Dover North G Cowan, 13 Danes Court, Dover, Kent

Dover Central F J Wilson, 208 Downs Road, Walmer, Deal, Kent CT14 7TN

Dover South Cllr K Sansum, 56 Eaves Road, Dover, Kent CT17 9LX

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

Gravesham Mrs H Skellorn, 12 Primrose Terrace Shrubbery Road, Gravesend Kent DA12 1JN

Maidstone North No Representative

Maidstone South A Levick, 1 Rose Court, Vanity Lane, Linton, Maidstone, Kent ME17 4BP

Medway North M S Hawkes, Runsell Grange, Yelsted Lane, Boxley, Maidstone, Kent ME14 3EJ

Medway South I Hudson, 32 Beauworth Park, Maidstone, Kent ME15 8EU

Sevenoaks R W Horner, Linden Lea, Greenhill Road, Otford, Sevenoaks, Kent TN14 5RR

Shepway North P Sumpter, 20 Hasborough Road, Folkestone, Kent CT19 6BR

Swale and Sheppey East and West G J Cooke, Beccanceld, 99 The Street, Bapchild, Sittingbourne, Kent ME9 9AF

Swale Central A Smith, Bapchild Court, School Lane, Bapchild, Sittingbourne, Kent ME9 9NL

Thanet E C Wilson, 9 Orchard Close, Minster, Ramsgate, Kent CT12 4AL

Tonbridge and Malling South D Legg, 50 Ridgeway Crescent, Tonbridge, Kent TN10 4NA

Tunbridge Wells P French, 31 Bounds Oak Way, Southborough, Kent TN4 OTW

REPRESENTATIVES OF LOCAL AUTHORITIES

Kent County Council Cllr A Chell, 14 Sheppey Road, Maidstone, Kent ME15 9SL

Ashford Cllr Gerry Clarkson CBE, Charing House, Station Road, Charing, Kent TN27 0JA

Canterbury Cllr P Todd, 60 Sherwood Drive, Whitstable, Kent CT5 4PH

Dartford Cllr Graham Harris, Civic Centre, Home Gardens, Dartford, Kent DA1 1DR

Dover Cllr N J Collor, 114 Maison Dieu Road, Dover, Kent CT16 1RR

Gravesham Cllr W Lambert, MBE, 35 Frobisher Way, Gravesend, Kent DA12 4QY

Hythe & New Romney Cllr A F Ryder, 21 Baldwin Road, Greatstone, New Romney TN28 85Y

Lydd Town Council Cllr Barbara Walsh 60 The Derrings, Lydd, Romney Marsh Kent TN29 9BN

Maidstone Medway Cllr Mike Fitzgerald, 11 Laxton Drive, Chart Sutton, Kent ME17 3SQ
Cllr Doe, The Warren, 21 Style Close, Rainham, Gillingham, Kent ME8 9LS

Sevenoaks Cllr J A Underwood, "Kalana", London Road, Swanley, Kent BR8 7AW

Shepway Cllr Mrs J D Hollingsbee, Snowdrop, Swan Lane, Sellindge, Ashford, Kent TN25 6EB

Swale No Representative

Tonbridge & Malling 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 2009 Competition, held at the splendid Rochester & Cobham Park Golf Club, was excellent and we had entries from 45 men's and 57 ladies' clubs throughout Kent totalling 3,021 players taking part in the preliminary rounds. A really wonderful achievement, and so much appreciated by KCPFA. Our thanks to all at Rochester & Cobham Park for giving us courtesy of their course and to each and every competitor.



The competition results were:-

The Men's Cup & 1st Prize

Winner: Gordon Hayward, Langley Park G.C., (handicap 12) with 39 points.
Runner up: Roger Brain, Tudor Park G.C. (handicap 19) with 39 points.
Third: Robert Smith, Eltham Warren G.C. (handicap 25) with 38 points.
Longest Drive: Pat O'Reilly, Lydd G.C.
Nearest the Pin: Mark Moore, Homelands G.C.

The Ladies' Cup & 1st Prize

Winner: Pamela Cooper, Sene Valley G.C. (handicap 29) with 37 points.
Runner up: Julie Monkman, Kings Hill G.C. (handicap 14) with 36 points.
Third: Linda Helmondalgh, Princes G.C. (handicap 32) with 36 points.
Longest Drive: Alison Kingston, Canterbury G.C.
Nearest the Pin: Tina Kemp, North Foreland G.C.

NB For achieving a Hole in One, Brenda Greenfield, Sheerness G.C. received a prize.

The final in 2010, will be held at Wrotham Heath Golf Club on Monday 14th June and we look forward to another successful and pleasant day.

FINANCIAL ASSISTANCE - 2008

Loans Paid:

Goudhurst Tennis Club (re-surfacing of tennis courts)	7,500
	7,500

Grants Paid:

New Romney Town Council (teenage exercise equipment)	1,000
Halstead Parish Council (new goal posts)	400
Horton Kirby Cricket Club (three bay practice net)	1,000
Boughton & Eastwell Cricket Club (new matting to outside net area)	1,000
Goudhurst Tennis Club (re-surfacing of tennis courts)	1,000
	4,400

Grants Offered and Awaiting Payment:

Littlebourne Youth Group (mini bmx track)	1,000
Sturry Parish Council (multi-use games area)	1,000
Oxford Parish Council (re-surfacing public tennis courts)	1,000
The Frances Austin Memorial Trust (development of recreational facilities)	1,000
	4,000

Grants Paid from Stanley Blow & Ole Kverndal Memorial Fund:

Whitstable Town Junior FC	300
Folkestone Water Polo Club	300
Maidstone Gymnastic Club	250

Continued...

Maidstone Pumas YAFC	300
Maidstone Raiders DFC	300
Teston Cricket Club	300
Orpington FC	300
Marden Minors FC	300
Eastern Athletic FC	300
Margate Cricket Club	300
Hollingbourne Cricket Club	300
Bearsted Korfbal Club	144
Hythe Lawn Tennis Club	<u>300</u>
	3,694

Grants Paid from the Ivy Hawkes Memorial Fund:

Katie Simpson	250
Luca Russo	300
Morgan Hellen	200
Hannah Frost	200
Jessica Silvester	<u>200</u>
	1,150

Grants Paid from the General Fund:

Charlie Hine	300
Kent Schools Golf Association	<u>200</u>
	500

Grants Paid from the Virgo Memorial Fund:

Alexander Orme	<u>150</u>
	150

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 2009 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 2009 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

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

Dated: 24th February 2010

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 NOVEMBER 2009

	(7,489)	(150)	(3,694)	610	(10,723)	2,713
NET INCOMING RESOURCES BEFORE TRANSFERS						
Transfers between funds	(2,000)			2,000	-	-
NET INCOMING RESOURCES	(9,489)	(150)	(3,694)	2,610	(10,723)	2,713
FIXED ASSETS						
Unrealised gain / (loss) on investments	6,455				6,455	8,853
NET MOVING RESOURCES	(3,031)	(150)	(3,694)	2,610	(4,265)	48,200
Income						
Balance brought forward	242,450	6,217	3,118	46,942	251,784	57,053
Annual subscriptions	4,154	7	-	8	5	4
NET CURRENT ASSETS	239,419	6,067	(576)	2,610	247,520	251,785
FORWARD						
Investment subscriptions	81	40,385	-	-	32,988	81
Debtors	4,235	1,010	-	-	2,075	5
Competitions income	8	68	0	-	-9	68
Cash at bank in hand		161,500			161,240	5,650
Five Club Golf Competition	5,650	5	-	-	-4	0
Donations, collecting boxes etc		202,890			19,631	4,280
Loan and interest charges	2,522	8	-	-	01	2
Following due within one year	9	15	0	-	-9	15
Online filling incentive HMRC	100					100
NET CURRENT ASSETS	8,355	8	200,578	1,760	10,119	194,732
TOTAL ASSETS						
LESS CURRENT LIABILITIES						
FUNDS						
Investment funds	1	1,751	-	247,520	-	251,780
Interest on bank deposit account	2	-	0	-	-	5
Interest on Charities deposit fund	2,202	-	-	-	-	2
Interest on tax repayments	-	-	-	-	-	-
	5,811				5,811	11,430
TOTAL INCOMING RESOURCES	18,401	-	-	1,760	20,161	21,592
RESOURCES EXPENDED						
Direct Charitable Expenses						
Grants	4,900	150	3,694		1,150	9,890
Administrative Expenses						
Administrative secretary's salary	14,059	-	-	-	-	9
Conference expenditure	221	-	-	-	-	221
Rates, heating & insurance	1,527	-	-	-	-	1,527
Postage, telephone & travelling	1,701	-	-	-	-	1,701
Stationary & office expenses	1,690	-	-	-	-	0
Cleaning & maintenance of premises	303	-	-	-	-	303
Audit fees	1,087	-	-	-	-	7
Sundries	233	-	-	-	-	233
Depreciation	169	-	-	-	-	169
12	20,990	-	-	-	-	20,990
TOTAL RESOURCES EXPENDED	25,890	150	3,694	1,150	30,884	18,879

The financial statements were approved by the Trustees on 27th January 2010 and signed on their behalf by Mrs H Skellorn (Chairman) and Mr G J Cooke (President).

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH NOVEMBER 2009**

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 Administrative 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 £10,036 (2008 £10,427) and the gross expenditure was £4,386 (2008 £6,533).

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.

TRUSTEE REMUNERATION

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

3 EMPLOYEE EMOLUMENTS

	2009	2008
	£	£
Administrative Secretary Gross Pay	16,217	12,478
National Insurance Contributions	<u>1,356</u>	<u>969</u>
	<u>17,573</u>	<u>13,447</u>
Allocated to Five Club Competition	3,514	4,706

Included in Administrative Expenses	<u>14,059</u>	<u>8,741</u>
	<u>17,573</u>	<u>13,447</u>

4 COMMITMENTS

There were no commitments for loans approved for which provision has not been made in these accounts (2008 £nil). There were commitments amounting to £4,000 for grants from non-designated funds at the year end (2008 £1,400).

5 TANGIBLE FIXED ASSETS

	£	£	£
	Land & buildings	Fixtures & fittings	Total
Net book values			
At 1 December, 2008	8,083	770	8,853
Additions	-	358	358
Disposals	-	-	-
Depreciation charge for year	<u>-</u>	<u>(169)</u>	<u>(169)</u>
At 30 November, 2009	<u>8,083</u>	<u>959</u>	<u>9,042</u>

6 LOANS

	2009	2008
	£	£
Balance outstanding at 1 December, 2008	48,200	57,400
Loans advanced during the year	<u>7,500</u>	<u>10,000</u>
	55,700	67,400
Less repaid during the year	<u>(17,800)</u>	<u>(19,200)</u>
Balance outstanding at 30 November 2009	<u>37,900</u>	<u>48,200</u>

7 INVESTMENTS

	2009	2008
	£	£
Market value brought forward	32,988	48,125
Additions in the year	937	984
Unrealised investment gain/(loss)	<u>6,458</u>	<u>(16,121)</u>
Market value carried forward	<u>40,383</u>	<u>32,988</u>
Historical cost	<u>48,201</u>	<u>47,264</u>

The above investments are 1943.31 shares in COIF Charities Investment Fund, and 17,701.180 units in a CAF Balanced Growth Fund.

DEBTORS

	2009	2008
	£	£
Trade debtors	161	79
Other debtors	<u>849</u>	<u>2,000</u>
	<u>1,010</u>	<u>2,079</u>

9 CREDITORS: amounts falling due within one year

	2009	2008
	£	£
Sundry creditors and accruals	1,087	1,035
Other taxes and social security costs	<u>1,232</u>	<u>544</u>
	<u>2,319</u>	<u>1,579</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:

	2009	2008
	£	£
Virgo Awards	6,067	6,217
Stanley Blow and Ole Kverndal Awards	(576)	3,118
Ivy Hawkes Awards	2,610	-

Non-designated funds	<u>239,419</u>	<u>242,450</u>
	<u>247,520</u>	<u>251,785</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
(2005 TO 2009 INCLUSIVE)**

Details	Year				
	2005	2006	2007	2008	2009
	£	£	£	£	£
Income (other than investment income)	7,588	8,510	11,805	10,156	14,350
Expenses - administration	13,241	12,907	12,127	15,529	20,990
Surplus (Deficit)	6,276	930	7,005	(13,408)	(4,265)
	257,25	258,18	265,19		
Capital Account - General fund	8	8	3	251,785	247,520
Loans outstanding at previous year end	82,900	66,608	44,500	57,400	55,700
Loans advanced during the year	17,000	-	34,000	10,000	7,500
Loans repaid during the year	33,292	22,108	21,100	19,200	17,800
Grants made during the year	3,400	8,666	2,635	3,350	9,894
Membership	521	496	440	417	428

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
(Registered Charity No. 302907)

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/Life/ Benefactor Membership fee of £.....

Name.....
Address.....
.....

RATES OF MINIMUM SUBSCRIPTION:

<i>Annual:</i>	£
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
<i>Benefactor Member:</i>	
Once only payment	1,000
<i>Life Membership Subscription:</i>	
Individual Ten times annual subscription rate (five times annual subscription rate for age over 65)	
<i>Corporate Membership (per annum):</i>	
Commercial and industrial firms	75

