



**KENT COUNTY
PLAYING FIELDS
ASSOCIATION**

**85th ANNUAL REPORT
AND ACCOUNTS**

for the year ended 30th November 2011

Registered Charity 302907

Dear Sir/ Madam,

Notice is hereby given that the Eighty-Fifth Annual General Meeting of the Kent County Playing Fields Association will be held at Tonbridge Castle Wednesday 25th April 2012, commencing at 6.30 pm .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 84th Annual General Meeting.
4. To consider and approve the 85th Annual Report.
5. To consider and approve the Accounts and Balance Sheet for the year ended 30th November 2011.
6. To elect the Members to serve on the Management Committee:
 - a) President of the Management Committee (2 year term).
 - b) Vice Chairman of the Management Committee (2 year term)
 - c) 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.
9. To determine the rates of annual subscription.
10. 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 2012

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.

Perhaps the most significant event of the Association's year occurred, almost unnoticed at the time, at the AGM on 3rd May 2011 when our long serving, and greatly respected, chairman, Mrs Helen Skellorn, retired, of her own volition, from the office of Chairman which she had occupied with distinction since 2003. During her period of office in the Chair, she had worked unceasingly for the benefit and advancement of the Association and is to be warmly thanked for her major contribution to the well-being of the Association over so many years. Fortunately, her wisdom and experience remains available to the Management Committee as Helen has graciously accepted the role of Vice-President. Also at that AGM, Richard Young, whilst retaining his post as Chairman of the Golf Committee in which he performs an outstanding service to the Association, was elected to the post of Vice-Chairman which I had just vacated, and Cheng Wong was confirmed as Treasurer, a post to which he had been appointed by the Management Committee during the previous year.

Council Meeting:

We continued our recent practice of convening a Council Meeting in October, the purpose being to promote to our members and supporters the work of the Association and to provide information of general sporting interest; we hope that the increasing attendance year on year is evidence that we are slowly succeeding in this aim. Again, the meeting was held at Maidstone Town Hall, where we were privileged to be the recipients of a welcoming address from His Worship the Mayor, Councillor Brian Mortimer. After receiving an update on the Association's affairs from our Secretary, Paul Peacock, we greatly enjoyed a fascinating talk from the President of Kent County Cricket Club, Mr John H Shepherd who, in a most charming and humorous fashion, recalled his life in cricket and pinpointed certain problem areas, notwithstanding which his outlook for the future was positive and reassuring. The final contribution to the afternoon came from Mr Terry Housden, Fields in Trust's representative in Kent, who, with his customary enthusiasm, gave us an update on the progress of the Queen Elizabeth II Challenge, designed to procure the protection of local sports fields in perpetuity, an objective which we shall all be able to support during Her Majesty's Diamond Jubilee year of 2012. It was gratifying to learn from members as they left the meeting that they considered that their time at it had been well spent.

The Cecil Leitch Five Club Competition:

Once again, our sincere thanks are due to Richard Young and his dedicated Golf Committee for delivering another successful competition, the Finals of which were held at Ashford Golf Club. Including the preliminary rounds, some 2,931 players participated, before 61 ladies and 48 men contested the Finals at Ashford on 13th June 2011, with Alan Cornell of Fawkham Valley Golf Club securing the Men's Trophy and Julia Martin-Harper of The Ridge Golf Club winning the Ladies' Cup. It is most pleasing to be able to report that, thanks to the generosity of Ashford Golf Club, all the clubs throughout the County and their members who continue to support us, and our invaluable sponsors, this year's competition raised in excess of £10,000 for the Association, for which we are most grateful. The Finals of the 2012 Cecil Leitch 5 Club Competition will be held at Mid Kent Golf Club on Tuesday, 26th June 2012.

Publicity:

It is the hope of the Management Committee that the regular issue to all our members and sponsors of a quarterly newsletter is proving successful in raising awareness of the work of the Association as well as reducing the need in this report to go into too much detail of what the Association has achieved and the assistance which it has given over the year. We again readily accepted the opportunity, afforded by Richard Maylam, to take a stand at the Kent Show in July, at Detling. Although other prior commitments prevented my attendance, several Trustees, including Helen Skellorn (Vice-President), Malcolm Hawkes, Richard Maylam, Cheng Wong and Richard Young were able to support this venture in person. The Association's display was a source of general interest and it was gratifying that the High Sheriff of Kent, Mrs Georgie Warner chose to visit.

We have also maintained our policy of, whenever possible, presenting cheques for loans, grants and awards personally at a small ceremony. This enables reports and photographs to appear in the local media, to the mutual benefit of the recipient and the Association.

At the end of August we learned of the vandalism which had caused extensive damage to Ashford Town Cricket Club. After forcing entry, thieves stole copper piping, destroyed shower and toilet facilities and vandalised the clubhouse. The Management Committee decided that the circumstances were so exceptional that it should sponsor an appeal, and the Association is grateful to the members who contributed £815, to which the Association was able to add £250, with the consent of the Virgo family, from the Ernest Virgo Fund. Our Secretary, Paul Peacock, was able to present the cheque to Mr Neil Tegg, the Chairman of Ashford Town Cricket Club in the presence of a Kent Messenger reporter and photographer, which gave valuable publicity to the Association and the club.

Our Secretary, Paul Peacock, has continued to work with the County Governing Bodies of a number of leading sports in Kent, and this has had the benefit of procuring uplift in membership, as well as providing cross-links between their websites and ours. If you have not previously or recently visited our website – www.kentpfa.org.uk – I recommend that you do so, on a monthly basis, to keep abreast of the Associations activities.

Membership:

During the year, we were saddened to receive notice of the death of Ted Wilson who for many years been our Secretary and Treasurer, a role which he also undertook for the Association of Men of Kent/Kentish Men, and who, since his retirement from those positions, had been our Vice-President. Ted made a major contribution to our Association and was highly esteemed as a result.

At its August meeting, the Management Committee was pleased to co-opt to its membership Mrs Paula Ray, who has been an experienced fund raiser for the Kent Messenger Group and who we anticipate will be able to add value in all areas concerning publicity, promotion and fund raising for the Association.

The membership of the Association as at 30th November 2011 was 415 made up as follows:

Life members:	38		
Benefactor members:	2		
Annual Members:			
Individuals:	43	Clubs:	192
Parish Councils:	104	Schools:	3
Corporate:	3		
Gift Aid:	30		

Loans, Grants and Awards:

It may be helpful to rehearse the various services which the Association can provide for its members:

Loans: these are available to assist with the purchase, layout and extension of playing fields and the provision, modernization and adaptation of children's playgrounds, clubhouses, sports halls and other recreational facilities. The maximum loan offered, over a five year period, is £25,000, or 80% of the cost of the project, whichever is the lesser amount. During the year to 30th November 2011 loans totalling £8,500 were made to two clubs: Upchurch Cricket Club and Swalecliffe & District Target Shooting Club.

General Grants: grant aid is available to parish councils and voluntary organizations towards the cost of providing children's recreational facilities only. The maximum grant is £1,000, and will be payable upon completion and inspection of the project and the submission of receipted accounts. There are also grants available for the upkeep of artificial wickets: During the year to 30th November 2011, the following grants were made: Pembury Cricket Club, Smarden FC, Orpington FC, West Kingsdown Parish Council, West Farleigh Sports Club, Deal Victoria & Barns Close Cricket Club, St Mary's Amateur Boxing Club, Crockenhill Parish Council and Ashford Town Cricket Club.

The Virgo Awards: These awards, established in memory of the late Ernest Virgo, a former President and great supporter of the Association, are open to young cricketers to assist with their training, coaching etc up to £300 in any one year. During the year to 30th November 2011, awards were made to: Daniel Kemp (Rodmersham Cricket Club), Charlotte Pape (St Lawrence & Highland Court Cricket Club Ladies Section), Samuel Rose (Upchurch Cricket Club, Colts Section) Ashford Town Cricket Club.

The Stanley Blow and Ole Kverndal Awards: Established in memory of two former Chairmen of the Association, they provide grant aid of up to £300 for new projects being organized by clubs and organizations for the sporting benefit of young people aged between 10 and 16. Applications are considered in March of each year for presentation at the forthcoming AGM. At the last AGM, awards were made to: Kimura Shukokai Karate Club, Rochester Indoor Skateboard Club, Maidstone Hockey Club, Marden Minors FC and Smarden FC.

The Ivy Hawkes Memorial Fund: Awards from this Fund provide financial assistance for young sportsmen and women in Kent between the ages of 12 and 20. The maximum award is limited to £300 and is subject to various non-onerous conditions designed to enhance publicity for the Association as a result of the awards being made. During the year to 30th November 2011, awards were made to: Nick Armstrong, (Bexley Athletic Club), Sophie Ayre, (Medway & Maidstone Athletic Club), Hannah Frost, (Whitstable Youth Bowling Club), Dani Louise Chattenton, (North Kent Modern Pentathlon Club), Georgia Yates, (City Fencing Club), Mark Cryer, (Medway & Maidstone Athletic Club), Luca Russo, (Tonbridge Athletic Club), Dean Terry, (Sprint Kayaking), Sam Hunter, (Latin dancing), Ross Gilham-Jones, (Canterbury Hockey Club), Neil Parry, (Canterbury Amateur Boxing Club), Blessed Sithole, (Margate Amateur Boxing Club), Charlotte Wise, (Ashford Hockey Club), Casey Jazz Hamill, (Riverside Reflections Baton Twirling Team), Jack Finch, (VC Deal Cycling Club) Benjamin Pomeroy, (United Martial Arts Academy).

Maidstone's Dream & Maidstone Sports Awards:

In support of the Maidstone Borough Council initiative, we continue to sponsor young athletes within the Maidstone Dream project, with awards made to Jarred Trespadarne (Football) and Gabrielle Paul (Tennis). At the Leisure Centre, Maidstone in January our sponsorship award for Best Club of the Year, went to Bearsted Korfbal Club as part of the Maidstone Sports Awards ceremony.

Kent Schools Golf Association

Our support for Kent School's young golfers remains steadfast with President Geoff Cooke presenting, once more, our grant to their Secretary Richard Young, at Ashford Golf Club on completion of the Cecil Leitch Final in June.

It is our belief that these disbursements from our Funds all contribute to the advancement of amateur sport, and resulting good health and thus to the advancement of citizenship and community development.

The Trustees have paid due regard to the guidance on public benefit published by the Charity Commission when reviewing the aims and objectives of the Association and in planning future activities. The Trustees believe that the activities undertaken in the year for achieving the objectives of the Association have met the public benefit requirement.

The Year Ahead:

2012 promises to be a momentous year for sport and sporting activities in Kent and the country at large. The Olympics, to be followed by the Paralympics, in the summer, primarily in London, but with events around the country, will focus the collective mind of the nation on sport in a manner not encountered here for generations and will encourage more young people to take up the challenges which different sports provide. In addition the Queen Elizabeth II Challenge will come to fruition and it is to be hoped that this will result in many more playing fields in Kent being protected for future generations, a wonderful permanent legacy to celebrate our monarch's sixty years on the throne. To show its support for this sporting year, the Management Committee has been pleased to support a proposal from the Golf Committee that, in addition to the popular Cecil Leitch 5 Club Competition, the Association should promote, in October, a junior golf tournament for promising young golfers still at school. This promises to be an exciting initiative for the future.

Conclusion:

It would be remiss of me to conclude this report without paying tribute to all those who enable the Association to provide the services for which it was established. The members of the Management Committee and of the Golf Committee give unstintingly of their time and expertise, to excellent effect. Their efforts would not bear fruit without the energetic implementation of their policies and projects by our Secretary, Paul Peacock who works so hard to raise the profile and effectiveness of the Association. Last, but by no means least, I wish to pay tribute to our Patron, Edwin Boorman, who has mastered the difficult art of encouraging without interfering, to the benefit of us all.

Robert Horner.

2nd January 2012.

Treasurers Report – Mr.K.C.Wong

Finance

The financial environment of 2011 has been a challenge for the Charity. Despite the difficulties, we have seen a **12%** increase in membership with a **31%** rise in subscription income (2010 - £5,347 to £7,022). Net income from the Cecil Leitch Competition was down **14%** (from £5,143 in 2010 to £4,421). Lower participation may be due to the severe weather conditions the county was experiencing at the time. Donations were also **16%** lower at £4,825 (£5,754 in 2010), perhaps due to the financial squeeze in incomes from the continuing recession. Fortunately, the decision to reduce our cash deposit in favour of equity related investments resulted in a **136%** increase in interest received to £4,507 from £1,907 in 2010. Income from interest on Loans increased **59%** at £2,056 (£1,291 in 2010), even though the total loans advanced were less than the previous year. On administrative expenditure, there was actually a **3%** fall overall even though the year has seen rising costs in fuel, audit fees, IT, postage, printing, stationery, telephone charges etc. The increasing use of e-mail for communication had certainly helped to reduce costs in this area.

Comment

New strategies for lending implemented last year increased both income from loans and investments. Unrestricted funds were still depleted by 7% from £229,500 to £213,416 by year end. This is largely explained by the amount of grants awarded (£10,973) and unrealised losses on investments (£4,280). There is justification at the moment for utilising some of our unrestricted funds for awarding grants in order to gain increased exposure and favourable publicity. At the same time, I would suggest that we allocate a certain sum of money per year for these awards with a certain degree of flexibility, depending on the level of income over the year. We should also think of other ways we can raise money. To date Cash at Bank including Deposit A/c stands at £18,000. Loan repayments for the year are expected to be £29,775.

Patron: Edwin R. P.Boorman OBE DL MA

OFFICERS:

President	Geoffrey Cooke, Beccancelld, 99 The Street, Bapchild, Kent ME9 9AF
Vice-President	Helen Skellorn 12 Primrose Terrace, Shrubbery Road, Gravesend, Kent DA12 1JN
Chairman	Robert W. Horner, Linden Lea, Greenhill Road, Otford, Sevenoaks, Kent TN14 5RR
Vice-Chairman	Mr Richard Young, I Nunnery Fields, Canterbury,Kent CT1 3JN
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 (S.E.)LLP 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: Robert.W. Horner*

The Association's Officers: (as detailed on Page 6 of this Annual Report)

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

The Council – Chairman Robert Horner, Vice-Chairman Richard Young, 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
G.Stephenson Kent Lawn Tennis Association 42 Madeira Avenue, Bromley, Kent BR1 4AY

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

Bexley	A. Griffith, 9 Warnford Gardens, Loose,Maidstone Kent ME15 6PH.
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

<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. William Howard, 54 Luddenham Close, Ashford, Kent TN23 5SD
<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. Pauline Beresford, 5 Minnis Terrace, Crabble Avenue, Dover, Kent CT17 0JF
<i>Gravesham</i>	Cllr. John Caller, 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
<i>Folkestone</i>	Cllr. Michael Lyons, Cragside, 67 Turnpike Hill, Hythe Kent CT21 4SE

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

The result of our 2011 Competition, held at the splendid Ashford Golf Club, was excellent and we had entries from 48 men's and 61 ladies' clubs throughout Kent totalling 2,931 players taking part in the preliminary rounds. A really wonderful achievement, and very much appreciated by KCPFA. Our thanks to all at Ashford for giving us courtesy of their course and for taking care of us and all competitors during finals day.



The competition results were:-

The Men's Cup & 1st Prize

Winner: Alan Cornell, Fawkham Valley G.C.(Handicap 24) with 36 points.(On last nine)
Runner up: Neil Hatton, Chestfield G.C.(Handicap 11) with 36 points.
Third: Carl Lambert, North Foreland G.C.(Handicap 15 with 34 points(On the last six from Jamie Tedman of Westerham G.C.
Longest Drive: Peter Henderson, The Ridge G.C. on the 10th hole.
Nearest the Pin: Bill Shelley, Hawkhurst G.C. on the 14th hole

The Ladies' Cup & 1st Prize

Winner: Julia Martin-Harper, The Ridge G.C. (Handicap 17) with 36 points
Runner up: Marion Sellar, Chislehurst G.C.(Handicap 28) with 34 points.(Last nine).
Third: Vanessa Eliscupides, Cobtree Manor Park G.C .(Handicap 13) with 34 points.
Longest Drive: Lorna Tait, St Augustine's G.C. on the 10th hole.
Nearest the Pin: Sheila Forster, Princes G.C. on the 14th hole. .

The final in 2012, will be held at The Mid Kent Golf Club on Tuesday 26th June and we look forward to another successful and pleasant day.

FINANCIAL ASSISTANCE - 2011

£

Loans Paid:

Upchurch Cricket Club (renovation to pavilion including new changing facilities)	5,000
Swalecliff & District Target Shooting Club (completion of new toilet facility)	<u>3,500</u>
	8,500

Grants Paid:

Linton Parish Council (refurbishment of children's play area)	1,000
Pembury Cricket Club (renovation to Clubhouse)	500
Smarden FC (renovation & improvement to Clubhouse)	750
Orpington FC (renovation & maintenance of pitches/new equipment)	1,000
Crockenhill Parish Council	250
Ashford Town Cricket Club	815
Maidstone Borough Council Youth Sport Achievement Awards 2010	300
Maidstone Borough Council Youth Sport Achievement Awards 2011	300
Kent Schools Golf Association	300
Jarred Trasperdene – Maidstone's Dream Award	300
Gabrielle Paul – Maidstone's Dream award	<u>300</u>
	5,815

Grants Offered and Awaiting Payment:

West Kingsdown Parish Council (New slide to playground in Hever Ave).	1,000
West Farleigh Sports Club (New changing Facility)	1,000
St. Mary's Boxing Club (New Regional Boxing Centre)	1,000
Deal Victoria & Barns Close Cricket Club (New match & artificial wicket)	<u>1,000</u>
	4,000

Grants Paid from Stanley Blow & Ole Kverndal Memorial Fund:

Kimura Shukokai Karate Club	300
Rochester Indoor Skateboard Club	200
Maidstone Hockey Club	200
Marden Minors FC	200
Smarden FC	<u>200</u>
	1,100

Grants Paid from the Ivy Hawkes Memorial Fund:

Nick Armstrong - Bexley Athletic Club	300
Sophie Ayre - Medway & Maidstone Athletic Club	100
Hannah Frost - Whitstable Youth Bowling Club	100
Dani Louise Chattenton - North Kent Pentathlon Club	208
Georgia Yates - City Fencing Club	200
Mark Cryer - Medway & Maidstone Athletic Club	100
Luca Russo - Tonbridge Athletic Club	100
Ross Gilham Jones- Canterbury Hockey Club	300
Dean Terry - Sprint Kayaking	200
Sam Hunter - Latin Dancing	100
Neil Parry - Canterbury Boxing Club	200
Blessed Sithole - Margate Boxing Club	200
Jack Finch - VC Deal Cycling Club	300
Charlotte Wise - Ashford Hockey Club	300
Casey Jazz Hamill - Riverside Reflections Baton Twirling Club	200
Benjamin Pomeroy - United Martial Arts Academy	<u>300</u>
	3,208

Grants Paid from the Virgo Memorial Fund:

Daniel Kemp - Rodmersham Cricket Club	200
Charlotte Pape - St Lawrence & Highland Court Cricket Club Ladies Section	200
Samuel Rose – Upchurch Cricket Club	200
Ashford Town Cricket Club Colts Section	<u>250</u>
	850

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 2011 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 April 2008).

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 2011 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: 9th March 2012

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 30th NOVEMBER 2011

	Accumulated Income (£)	Virgo Awards Appeal (£)	Stanley Blow & Ole Kverndal Awards Appeal (£)	Ivy Hawkes Awards Appeal (£)	2011 Total (£)	2010 Total (£)
INCOMING RESOURCES						
Income						
Annual subscriptions	7,022	-	-	-	7,022	5347
Income tax recoverable on covenanted subscriptions	116	-	-	-	116	91
Sale of goods	253	-	-	-	253	-
Compensation from bank	104	-	-	-	104	-
	<u>7,495</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,495</u>	<u>5,438</u>
Five Club Golf Competition	4,421	-	-	-	4,421	5,143
Donations, collecting boxes etc	4,825	-	-	-	4,825	5,754
Loan administration charges recovered	30	-	-	-	30	75
Online filing incentive HMRC	-	-	-	-	-	75
	<u>9,276</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>9,276</u>	<u>11,047</u>
Investment Income						
Interest on loans	2,056	-	-	-	2,056	1,291
Interest on investments	4,507	-	-	-	4,507	1,907
Interest on bank deposit account	3	-	-	-	3	19
Interest on Charities deposit fund	26	-	-	-	26	455
	<u>6,592</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,592</u>	<u>3,672</u>
TOTAL INCOMING RESOURCES	<u>23,363</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>23,363</u>	<u>20,157</u>
RESOURCES EXPENDED						
Direct Charitable Expenses						
Grants	5,815	850	1,100	3,208	10,973	15,027
Purchases of stock	284	-	-	-	284	-
Ties given away	54	-	-	-	54	-
Less closing stock	(207)	-	-	-	(207)	-
	<u>5,946</u>	<u>850</u>	<u>1,100</u>	<u>3,208</u>	<u>11,104</u>	<u>15,027</u>
Administrative Expenses						
Administrative secretary salary	17,439	-	-	-	17,439	17,463
Conference expenditure	356	-	-	-	356	867
Rates, heating & insurance	1,495	-	-	-	1,495	1,561
Postage, telephone & travelling	1,613	-	-	-	1,613	1,551
Stationery & office expenses	1,089	-	-	-	1,089	1,237
Cleaning & maintenance of premises	307	-	-	-	307	205
Audit fees	1260	-	-	-	1260	1170
Patron's Award	-	-	-	-	-	378
Sundries	382	-	-	-	382	253
Depreciation	122	-	-	-	122	144
	<u>24,063</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>24,063</u>	<u>24,829</u>
TOTAL RESOURCES EXPENDED	<u>30,009</u>	<u>850</u>	<u>1,100</u>	<u>3,208</u>	<u>35,167</u>	<u>39,856</u>

NET INCOMING RESOURCES BEFORE TRANSFERS	(6,646)	(850)	(1,100)	(3,208)	(11,804)	(19,699)
Transfers between funds	<u>(5,000)</u>	<u>-</u>	<u>-</u>	<u>5,000</u>	<u>-</u>	<u>-</u>
NET INCOMING RESOURCES	(11,646)	(850)	(1,100)	1,792	(11,804)	(19,699)
Gains / (losses) on the revaluation and disposal of investments	<u>(4,280)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(4,280)</u>	<u>1,679</u>
NET MOVEMENT IN FUND	(15,926)	(850)	(1,100)	1,792	(16,084)	(18,020)
Balance brought forward	<u>224,214</u>	<u>5,597</u>	<u>(476)</u>	<u>165</u>	<u>229,500</u>	<u>247,520</u>
BALANCE CARRIED FORWARD	<u>208,288</u>	<u>4,747</u>	<u>(1,576)</u>	<u>1,957</u>	<u>213,416</u>	<u>229,500</u>

BALANCE SHEET – At 30th NOVEMBER 2011

	Notes	2011	2010
		£	£
FIXED ASSETS	5	8,776	8,898
LOANS	6	<u>94,200</u>	<u>113,600</u>
		102,976	122,498
CURRENT ASSETS			
Stocks		207	-
Investments	7	89,459	43,130
Debtors	8	589	587
Cash at bank in hand		<u>23,244</u>	<u>66,290</u>
		113,499	110,007
CREDITORS: amounts falling due within one year	9	<u>3,059</u>	<u>3,005</u>
NET CURRENT ASSETS		<u>110,440</u>	<u>107,002</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>213,416</u>	<u>229,500</u>
FUNDS			
Unrestricted funds	10	<u>213,416</u>	<u>229,500</u>
		<u>213,416</u>	<u>229,500</u>

The financial statements were approved by the Trustees on 15th February 2012 and signed on their behalf by Mr Robert Horner (Chairman) and Mr G J Cooke (President).

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30th NOVEMBER 2011

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.

Incoming Resources

Incoming resources are accounted for gross when receivable except as stated below.

Donations and Subscriptions

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

Life membership subscriptions

Life membership subscriptions are recognised in the year of receipt.

Investments and investment income

Investments are valued at their market value at 30th 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.

Resources Expended

Resources expended are recognised in the period in which they are incurred unless stated otherwise.

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 £10,133 (2010 £11,771) and the gross expenditure was £5,712 (2010 £6,628).

Stocks

Stocks represent items purchased for resale and are valued at the lower of cost and net realisable value.

Funds

Funds are all unrestricted funds. There are three designated funds, being the Virgo Awards Appeal, set up to assist young cricketers with their sport, 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, and the Ivy Hawkes Appeal, set up to assist young sportsmen and women. Transfers are made to the designated funds when necessary as agreed by the Trustees.

2 TRUSTEE REMUNERATION

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

3 EMPLOYEE EMOLUMENTS

	2011 £	2010 £
Administrative Secretary Gross Pay	20,000	20,000
National Insurance Contributions	<u>1,799</u>	<u>1,829</u>
	<u>21,799</u>	<u>21,829</u>
Allocated to Five Club Competition	4,360	4,366
Included in Administrative Expenses	<u>17,439</u>	<u>17,463</u>
	<u>21,799</u>	<u>21,829</u>

4 COMMITMENTS

There were no commitments for loans approved for which provision has not been made in these accounts (2010 £nil). There were commitments amounting to £4,000 for grants from non-designated funds at the year end (2010 £2,250).

5 TANGIBLE FIXED ASSETS

	Land & buildings £	Fixtures & fittings £	Total £
Net book values			
At 1 December, 2010	8,083	815	8,898
Additions	-	-	-
Disposals	-	-	-
Depreciation charge for year	<u>-</u>	<u>(122)</u>	<u>(122)</u>
At 30 November, 2011	<u>8,083</u>	<u>693</u>	<u>8,776</u>

6 LOANS

	2011 £	2010 £
Balance outstanding at 1 December, 2010	113,600	37,900
Loans advanced during the year	<u>8,500</u>	<u>88,000</u>
	122,100	125,900
Less repaid during the year	<u>(27,900)</u>	<u>(12,300)</u>
Balance outstanding at 30 November 2011	<u>94,200</u>	<u>113,600</u>

7 INVESTMENTS

	2011 £	2010 £
Market value brought forward	43,130	40,383
Additions in the year	76,339	1,068
Disposal proceeds in the year	(25,730)	-
Gains/(Losses) on the revaluation and disposal of investments	<u>(4,280)</u>	<u>1,679</u>
Market value carried forward	<u>89,459</u>	<u>43,130</u>
Historical cost	<u>98,049</u>	<u>49,269</u>

The above investments are 1943.31, 19,948.93 and 23,290.48 shares in 3 COIF Charities Investment Funds, and 25,864.4976 units in a CAF UK Equity B Accumulation Fund.

8 DEBTORS

	2011 £	2010 £
Trade debtors	-	-
Other debtors	<u>589</u>	<u>587</u>
	<u>589</u>	<u>587</u>

9 CREDITORS: amounts falling due within one year

	2011	2010
	£	£
Sundry creditors and accruals	1,840	1,772
Other taxes and social security costs	<u>1,219</u>	<u>1,233</u>
	<u>3,059</u>	<u>3,005</u>

10 UNRESTRICTED FUNDS

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

	2011	2010
	£	£
Virgo Awards	4,747	5,597
Stanley Blow and Ole Kverndal Awards	(1,576)	(476)
Ivy Hawkes Awards	1,957	165
Non-designated funds	<u>208,288</u>	<u>224,214</u>
	<u>213,416</u>	<u>229,500</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
(2007 TO 2011 INCLUSIVE)**

Details	Year				
	2007	2008	2009	2010	2011
	£	£	£	£	£
Income (other than investment income)	11,805	10,156	14,350	16,485	16,771
Expenses - administration	12,127	15,529	20,990	24,829	24,063
Surplus (Deficit)	7,005	(13,408)	(4,265)	(18,020)	(16,084)
Capital Account - General fund	265,193	251,785	247,520	229,500	213,416
Loans outstanding at previous year end	44,500	57,400	48,200	37,900	113,600
Loans advanced during the year	34,000	10,000	7,500	88,000	8,500
Loans repaid during the year	21,100	19,200	17,800	12,300	27,900
Grants made during the year	2,635	3,350	9,894	15,027	10,973
Membership	440	417	428	370	415

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

To Bank 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.....