

This Report will be made public on 12 January 2021

Report Number **FPPG/20/02**

To: Folkestone Parks and Pleasure Grounds Charity – Board of Trustees

Date: 20 January 2021
Financial Advisor to the Charity: Charlotte Spendley

SUBJECT: FOLKESTONE PARKS AND PLEASURE GROUNDS CHARITY - ANNUAL REPORT AND ACCOUNTS FOR 2019/20

SUMMARY: This report presents the Charity's Annual Report and Accounts for the year ended 31 March 2020, which have been audited.

REASON FOR RECOMMENDATION:

The Charity Board of Trustees are jointly responsible for the preparation of the Annual Report and Accounts which should be approved by them and both documents should be signed on behalf of the Trustees by one of their number authorised to do so.

RECOMMENDATIONS:

1. To receive and note Report FPPG/20/02.
2. To approve the Annual Report and Accounts of the Folkestone Parks and Pleasure Grounds Charity for the financial year ending 31 March 2020.
3. To sign the Letter of Representation from Hacker Young as the Charity's Auditor for the accounts ending 31st March 2020.

1. INTRODUCTION

- 1.1 This report presents the Annual Report and Accounts for the Folkestone Parks and Pleasure Grounds Charity for the year ended 31 March 2020 the including the draft Independent Auditor's Report issuing an unqualified opinion which will be issued upon receipt of the signed accounts (appendix 1), the Audit Findings Report (appendix 2) and Letter of Representation (appendix 3).
- 1.2 The purpose of preparing a Trustees' Annual Report and Accounts is to discharge the Charity Trustees' duty of public accountability and stewardship.
- 1.3 The Annual Report and Accounts have been prepared in accordance with the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standards applicable in UK and Republic of Ireland (FRS 102), together with the Charity's governing document.
- 1.4 The Accounts have been prepared to give a true and fair view of the financial activities of the Charity during the year and its financial position at the year end. The Accounts are accompanied and complemented by information that does not form part of the financial statements. This is provided by the Annual Report.
- 1.5 The Report and Accounts consist of:
 - The Annual Report, covering administrative information, structure, governance and management, objectives and activities, a review of achievements and finance and future plans.
 - The Statement of Accounting and Reporting Responsibilities, setting out responsibilities of the Council as the Corporate Trustee.
 - The Statement of Financial Activities, showing all incoming resources and all resources expended and reconciles all changes in funds.
 - The Balance Sheet, showing recognised assets, the liabilities and the different categories of funds of the Charity.
 - Notes to the Accounts, explaining the accounting policies adopted and providing additional information and analysis on the figures in the accounts.

2. FINANCIAL REVIEW 2019/20

2.1 The net revenue expenditure in 2019/20 was £543,810 being £8,130 less than the latest budget of £551,940. The main reasons for this variance were as follows:

| | £ |
|--|----------------------|
| a) Re-alignment of recharged support costs | 23,130 |
| b) Underspend on beach hut maintenance awaiting decision on plans for future use | (19,550) |
| c) Reduced employee costs due to shared services with Dover | (13,505) |
| d) Other net variances | 1,795 |
| | <hr/> <u>(8,130)</u> |

2.2 The net revenue expenditure supported the objectives of the Charity by financing the maintenance of charitable open spaces, including public conveniences on this land, the provision of sports facilities at East Cliff and the management of the Coastal Park.

2.3 The net expenditure of the Charity was financed by Folkestone & Hythe District Council.

3. APPOINTMENT OF AUDITORS

3.1 The Charity Commission requires external independent audit of Folkestone Parks and Pleasure Grounds Charity Accounts

3.2 Hacker Young were reappointed to conduct the audit of the 2019/20 final accounts.

4. LEGAL / FINANCIAL AND OTHER CONTROLS / POLICY MATTERS

4.1 Legal Advisor's Comments (NM)

There are no legal implications arising directly out of this report on the basis that the Council (acting as corporate trustee for the Charity) and any individual trustees of the Charity have complied with their respective obligations contained in the Charities Act 2011 and ancillary legislation.

4.2 Financial Advisor's Comments (CI)

This report has been prepared by the Financial Advisor to the Charity. There are therefore no further comments to add.

5. CONTACT OFFICERS AND BACKGROUND DOCUMENTS

Trustees with any questions arising out of this report should contact the following officers prior to the meeting:

*Cheryl Ireland – Chief Financial Services Officer
Telephone: 01303-853213
Email: Cheryl.ireland@folkesone-hythe.gov.uk*

Charlotte Spendley – Financial Advisor to the Charity

Telephone: 01303-853420

Email: charlotte.spendley@folkestone-hythe.gov.uk

The following background documents have been relied upon in the preparation of this report:

Data from financial information system

Working papers held within Financial Services

Appendices:

Appendix 1– Annual Report and Accounts for the year ended 31 March 2020

Appendix 2 – Audit Findings Report from Hacker Young

Appendix 3 – Letter of Representation