

Friends of Cotteridge Park Annual Report and Accounts 2014



**Volunteers looking after our park, our
wellbeing and our community**



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Trustees Annual Report

Reference and administrative details

Friends of Cotteridge Park

c/o 44 Franklin Road, Birmingham B30 2HG *Registered Charity Number 1150091*

Trustees January – December 2014

Emma Woolf *Chair*

Andy Stowe *Vice-Chair & Treasurer*

Esther Reeves - *Secretary (appointed May 2014)*

Sara Burnett *(appointed May 2014)*

Emma MacPherson *(resigned May 2014)*

Declan Vaughan

Peter Plisner

Cathal Lynch

Maggie Miller *(resigned May 2014)*

Isobel Knowles *(resigned May 2014)*

How we are run

The Friends of Cotteridge Park is a membership organisation for those who enjoy and use Cotteridge Park. FoCP is a registered charity. The elected Trustees represent the members and manage the business of the organisation on their behalf. FoCP holds regular management meetings open to all members, and quarterly Trustee meetings. Trustees serve for one year and elections are held each year at the AGM.

Our objectives

The organisation registered as a Charity on 7 December 2012 and agreed the following objects at the AGM on 29th October 2012, which are contained in its Constitution:

The charity's objects ('the objects') are

For the benefit of the inhabitants of the surrounding area of Cotteridge Park and visitors to the area ("the beneficiaries"), the promotion of the provision of facilities for education, recreation and other leisure time occupation in the interests of social welfare with the object of improving the conditions of life for the beneficiaries without distinction of sex or of political, religious or other opinions in particular but not exclusively by:



a) *The promotion, support and improvement of Cotteridge Park.*

b) *Organising programmes of physical, educational, creative and other activities in the interests of social welfare, primarily in and around the park.*

Activities & Achievements - Cotteridge Park 2014

Events and Activities - 2014 showed what the volunteer Friends of Cotteridge Park can achieve. From the **Wassail** and **Holocaust Memorial Day** events in January, followed by **CoCoMAD 2014** with great selection of performances and activities. The **Candle Lit Carols** had a facelift after 19 years - and was a great success - with the "grotto" in the Wigloo. Good weather during the summer meant that the holiday sessions & **CoCoCamp** were really well attended.

Active Parks - 2014 saw Active Parks rolled out to 50 sites across the City. Cotteridge Park and the volunteers must take credit for continuing to innovate and show what can be achieved using our parks to get the citizens of Birmingham fitter and happier. Funding from Active Parks meant that the programme of GreenFit & GreenFit Baby, Tai Chi & the Walking Group, bushcraft and spray art and even the bouncy castles in the summer - continued to develop.

Millennium Forest School - A second successful application to the NIA, plus funding from Feeney Trust and Awards for All meant that we were able to go ahead with the plans to turn the old play area into our new Forest School. The area has been cleared, play areas created and plans drawn up to ensure that the space will be ready for use from early 2015.

The Orchard has gone from strength to strength thanks to the work of the volunteers. Some vandalism took place one night but the damaged trees were quickly replaced and the area is a joy to behold.

Working with Schools and Young People - The work with schools & young people has continued. In particular the Duke of Edinburgh group on Sundays has been doing sterling work. Cotteridge School weekly visits now include Nursery, Reception, Years 1,4 & 6 as well as the Year 2 Forest School sessions. Thanks must go to the volunteers who regularly turn out to support these sessions.

Trees - During 2014 Birmingham City Council undertook a programme of remedial tree work in the park to deal with dangerous trees. The trees that were removed were either left in situ as habitat and play space or chipped to be used as mulch in the park. Thanks to Steve Flood our BCC Tree Officer for all his help.

Plans for 2015 - continuing budget constraints will inevitably mean that there will be proposals to cut funding for parks staff and services - as a group we will need to be vigilant about the implications of these cuts.

Plans to renew the Arboretum have been drawn up and a funding application will be made to the Heritage Lottery Fund.

Plans for the building also continue - but are very slow.

Thanks are due to all the volunteers, trustees and to our wonderful Park Keeper, Richard Turner, without whom none of this would be possible.



June 2014 saw the retirement of Simon Cooper, our Parks Manager for most of the time the group has been in existence. Simon was a tireless supporter of the group and its work - he will be very much missed.

Thanks to all the local businesses that support FoCP, and CoCoMAD in particular.

Thanks to our funders in 2014 - Big Lottery, Nature Improvement Area, Active Parks & John Feeney Trust

Welcome in 2014

Sue Amey took on the role as our Parks Manager after Simon's retirement and it is already apparent that she will be a great asset to Cotteridge Park and all the other sites she manages.

2014 was also the year that Cotteridge Park was allocated a Ranger for the first time. This year we have been working with Ranger Dean Paul who has been a wonderful partner in developing services and activities in the Park and we hope to be able to continue working with him for many years to come.

Financial review

In shaping our objectives for the year and planning our activities, the trustees considered the Charity Commission's guidance on public benefit.

The Friends of Cotteridge Park remains in a healthy financial situation. Bank balances carried forward to next year are £26,836

Reserves

It would be typical of a charity to have a reserves policy ensuring that reserves are kept at a level that would cover a certain number of months unrestricted expenditure, typically three. However for FoCP the CoCoMAD event in July accounts for around half of expenditure in the year, and reserves are therefore kept considerably higher to cope with this annual spike in cash flow.

The exact level of reserves will vary according to expected liabilities over the year. The charity will aim to maintain either full reserves or a mix of reserves and other mitigating measures at a level that will cover its annual unrestricted liabilities, based on previous year's expenditure and the predicted future programme of events.

As FoCP has not taken out Cancellation Insurance, the charity has maintained healthy reserves to compensate. The liabilities for the charity should CoCoMAD be cancelled would be around £10,000, so maintaining at least this level of unrestricted funds is prudent.



Independent Examiner's Report to the Trustees of Friends of Cotteridge Park on the receipts and payments accounts for the year ended 31 December 2014.

I report on the accounts which are set out on pages 7 to 8 .

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 145 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the financial statements under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention :

- 1) which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act, and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Karen Hanlan, ACA

Date:

Karen Hanlan Independent Examiner Ltd

Hollyoaks

Lea Marston, B76 0B



Receipts and payments accounts
Year ended 31 December 2014

Un- restricted Funds	Restricted Funds	Total 2014	Total 2013
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	£	£	£	£
Receipts				
Grants	6,000	9,138	15,138	20,369
Donations	178	-	178	5,112
Sponsorship	-	-	-	3,660
Income from activities	13,855	-	13,855	5,469
Bank Interest	41	-	41	36
Total receipts	20,074	9,138	29,212	34,646
Payments				
Resources and materials	350	-	350	1,749
CoCoMAD event	12,748	-	12,748	12,523
Fundraising activities	-	-	-	202
Active Parks Project	670	4,756	5,426	-
Forest School Project	-	1,320	1,320	-
Forest Adventure Area Project	-	4,200	4,200	-
Other activities	1,298	427	1,725	10,459
Insurance	106	-	106	197
Independent Examiner's Fee	550	-	550	399
Miscellaneous	542	-	542	-
Total payments	16,264	10,703	26,967	25,529
Net of receipts/(payments)	3,810	(1,565)	2,245	9,117
A4 - Cash funds last year end	21,455	3,136	24,591	15,474
Cash funds this year end	25,265	1,571	26,836	24,591



Statement of assets and liabilities at the end of the year

	Un- restricted funds	Restricted funds	Total funds 31.12.14	Total funds 31.12.13
	£	£	£	£
B1 Cash Funds				
- Current account	5,401		5,401	1,243
- Deposit account	19,864	1,571	21,435	23,348
Total	25,265	1,571	26,836	24,951

	Fund balance at 1/1/2014	Receipt	Payments	Fund balance at 31/12/14
	£	£	£	£
B4 Restricted fund balances				
Active Parks Pilot	2,709	2,047	4,756	0
Forest School Project	-	2,000	1,320	680
Forest Adventure Area Project	-	5,091	4,200	891
Dragons Den	427	-	427	-
Total	3,136	9,138	10,703	1,571

Signed on behalf of the Board of Trustees

Signature:	Print name	Date
	Emma Woolf	10 June 2015