

To: All Members of the Council

Ben Bix, Democratic Services Manager

Legal & Democratic Services

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Calls may be recorded for training or monitoring

Date: 4 December 2023

Dear Councillor

COUNCIL (ACTING AS TRUSTEE OF THE SHOTTERMILL RECREATION GROUND TRUST) MEETING - TUESDAY, 12 DECEMBER 2023

A MEETING of the WAVERLEY BOROUGH COUNCIL will be held in the COUNCIL CHAMBER, COUNCIL OFFICES, THE BURYS, GODALMING on **TUESDAY, 12 DECEMBER 2023** at **6.45 pm** or **on the rise of the Council meeting scheduled for 6.30 pm the same evening** and you are hereby summoned to attend this meeting.

The Agenda for the Meeting is set out below.

Yours sincerely

Susan Sale,
Executive Head of Legal & Democratic Services & Monitoring Officer

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AGENDA

1 **APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

2 **MINUTES** (Pages 3 - 4)

To confirm the Minutes of the last Meeting of the Trust held on 13 December 2022.

3 **DECLARATIONS OF INTEREST**

To receive from members, declarations of interest in relation to any items included on the agenda for this meeting in accordance with the Waverley Code of Local Government Conduct.

4 **ANNUAL REPORT AND ACCOUNTS FOR THE FINANCIAL YEAR ENDED 31 MARCH 2023** (Pages 5 - 22)

5 **MINUTES OF THE EXECUTIVE ACTING ON BEHALF OF THE SHOTTERMILL RECREATION GROUND TRUST** (Pages 23 - 24)

To receive and note the minutes of the meeting of the Executive, acting on behalf of the Trustee of the Shottermill Recreation Ground Trust, held on 4 April 2023.

WAVERLEY BOROUGH COUNCIL

MINUTES OF THE COUNCIL (ACTING AS TRUSTEE OF THE SHOTTERMILL RECREATION GROUND TRUST) - 13 DECEMBER 2022

(To be read in conjunction with the Agenda for the Meeting)

Present

Cllr John Ward (Mayor)	Cllr Jerry Hyman
Cllr Penny Rivers (Deputy Mayor)	Cllr Anna James
Cllr Christine Baker	Cllr Jacquie Keen
Cllr David Beaman	Cllr Andy MacLeod
Cllr Dave Busby	Cllr Penny Marriott
Cllr Carole Cockburn	Cllr Peter Martin
Cllr Steve Cosser	Cllr Kika Mirylees
Cllr Martin D'Arcy	Cllr Stephen Mulliner
Cllr Jerome Davidson	Cllr David Munro
Cllr Kevin Deanus	Cllr John Neale
Cllr Simon Dear	Cllr Peter Nicholson
Cllr Sally Dickson	Cllr Nick Palmer
Cllr Patricia Ellis	Cllr Ruth Reed
Cllr David Else	Cllr Paul Rivers
Cllr Jenny Else	Cllr John Robini
Cllr Paul Follows	Cllr Richard Seaborne
Cllr Mary Forszyswski	Cllr Julian Spence
Cllr Maxine Gale	Cllr Liz Townsend
Cllr Michael Goodridge	Cllr Philip Townsend
Cllr Joan Heagin	Cllr Steve Williams
Cllr George Hesse	

Apologies

Cllr Peter Clark, Cllr Brian Edmonds, Cllr Jan Floyd-Douglass, Cllr Val Henry, Cllr Chris Howard, Cllr Daniel Hunt, Cllr Robert Knowles, Cllr Peter Marriott, Cllr Michaela Martin, Cllr Mark Merryweather, Cllr Julia Potts, Cllr Anne-Marie Rosoman, Cllr Trevor Sadler and Cllr George Wilson

1 APOLOGIES FOR ABSENCE (Agenda item 1)

Apologies for absence were received from Councillors Clark, Edmonds, D'Arcy, Floyd-Douglass, Henry, Howard, Hunt, Knowles, Peter Marriott, Michaela Martin, Merryweather, Potts, Rosoman, Sadler and Wilson.

2 MINUTES (Agenda item 2)

The minutes of the meeting held on 14 December 2021 were confirmed and signed as a correct record.

3 DECLARATIONS OF INTEREST (Agenda item 3)

There were no declarations of interest.

4 ANNUAL FINANCIAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022 (Agenda item 4)

The Leader presented the Annual Financial Report and Accounts for the year ended 31 March 2022 and the independent examiners report which had been circulated separately.

The purpose of the meeting was for the council, acting as sole Trustee for the Shottermill Recreation Ground Trust, to approve the Annual Financial Report and Accounts for the year ended 31 March 2022. The Trust owned the Haslemere Leisure Centre which was operated through Waverley's management contract with Places Leisure. In December 2011, the Trust approved a delegation to the Executive to make all decisions on behalf of the Trustee Board with the exception of the approval of the annual report and financial statement as this was a requirement of the Charity Commission that this is approved by the Council acting as Trustee.

The accounts have been prepared in accordance with the charities Code of Practice and have been externally examined by Azets Audit Services Limited. The reserves level were healthy and there were no specific matters to report to the Trustee.

RESOLVED that the Annual Financial Report and Accounts for the year ending 31 March 2022, be approved.

The meeting commenced at 10.05 pm and concluded at 10.06 pm

Chairman

Waverley Borough Council

Report to: Council (Acting as Trustee of the Shottermill
Recreation Ground Trust)

Date: 12 December 2023

Report of Director: Transformation & Governance

Author: Rosie Plaistowe, Financial Services Manager

Tel: 01483 523255

Email: rosie.plaistowe@waverley.gov.uk

Executive Portfolio Holder/ Lead Councillor responsible: Cllr Mark
Merryweather, Portfolio Holder for Finance, Assets and Property

Email: mark.merryweather@waverley.gov.uk

Report Status: Open

Key Decision: No

Annual Financial Report and Accounts for the year ended 31 March 2023

1. Executive Summary

- 1.1 This report seeks approval of the Annual Trustee's Report and accounts of the Shottermill Recreation Ground Trust for the year ended 31 March 2023. The Trust comprises the Haslemere Leisure Centre.

2. Recommendation to Council

That the Council as trustees approves:

- 2.1 The Annual Trustee's Report and Accounts for the year ended 31 March 2023.

3. Reason(s) for Recommendation:

- 3.1 The Annual Financial Report and accounts of the Trust are required to be submitted to the Charity Commission by the 31 January 2024.

4. Exemption from publication

Is the report or any part of it exempt from publication?

No

5. Purpose of Report

- 5.1 To seek approval for the charity accounts as per statutory requirements.

6. Strategic Priorities

- 6.1 The trust has its own strategic priorities as set out in its governance documentation.
- 6.2 The trust provides recreational facilities for the area of Shottermill, Haslemere, Surrey.

7. Background

- 7.1 The annual report and accounts for the year ended 31 March 2023 have been prepared by the Trustee in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice

applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and the Charities Act 2011 and UK Generally Accepted Practice.

- 7.2 The Trustee has also complied with the duty in section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charities Commission.
- 7.3 The report and accounts were subject to an independent examination carried out by Azets Audit Services Limited.
- 7.4 A copy of the Trust's report and accounts is attached.
- 7.5 The transactions relating to the Shottermill Recreation Ground Trust also have to be included in the Council's Group Accounts because the Council, as sole trustee, has a significant interest and influence over it, which, in consideration of accounting statements overrides the legal form of the relationship.

8. Consultations

- 8.1 n/a

9. Key Risks

- 9.1 Consideration has been given to the major risks to which the Trust is exposed. The legal rights and obligations of the Council are confined to its position as trustee, however, the Haslemere Leisure Centre is an important part of the Council's Leisure Strategy and it is reasonable to assume that the Council would step in to cover it should it fall into difficulties.

10. Financial Implications

- 10.1 The Annual Report and Accounts details the expenditure, income and reserves held by the Trust.

11. Legal Implications

- 11.1 There are no direct legal implications relating to this report. In December 2011 the Trust approved a delegation to the Executive, acting as Trustee, to make all decisions on behalf of the full Trustee Board. The only exception was the approval of the annual report and financial statements because it is a requirement of the Charity Commission that this is approved by Full Council, acting as sole Trustee.

12. Human Resource Implications

- 12.1 There are no direct impacts.

13. Equality and Diversity Implications

- 13.1 There are no direct equality, diversity or inclusion implications in this report. Equality impact assessments are carried out when necessary across the council to ensure service delivery meets the requirements of the Public Sector Equality Duty under the Equality Act 2010.

14. Climate Change/Sustainability Implications

- 14.1 There are no direct impacts on the Council's Climate emergency declaration.

17. Summary of Options

17.1 The Charity prepares an annual report and accounts in accordance with Charity Commission requirements which are then independently examined and filed with the Charity Commission.

18. Conclusion

18.1 The Annual Financial Report and accounts of the Trust are required to be submitted to the Charity Commission by the 31 January 2024.

19. Background Papers

19.1 There are / are no background papers, as defined by Section 100D(5) of the Local Government Act 1972).

20. Appendices

20.1 Annual Financial Report and Accounts for 2022-2023

Please ensure the following service areas have signed off your report.
Please complete this box, and do not delete.

Service	Sign off date
Finance / S.151 Officer	28/11/23
Committee Services	1/12/23

Shottermill Recreation Ground and Swimming Pool Trust

Report and Financial Statements

Year ended 31 March 2023

The Charity's Accounts are detailed below and comprise:

- **The Trustee's Annual Report**
- **Accounting Policies**
- **Statement of Financial Activity** – showing incoming resources and resources expended.
- **Balance Sheet** – showing assets and liabilities.
- **Notes to the Accounts**

The Trustee's Annual Report

The Trustee presents its report together with the Annual Accounts for the financial year ended 31 March 2023.

The annual report and accounts for the year ended 31 March 2023 have been prepared by the Trustee in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and the Charities Act 2011 and UK Generally Accepted Practice.

The Trustees have also complied with the duty in section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

Charity name: Shottermill Recreation Ground and Swimming Pool Trust
(working name: Haslemere Leisure Centre)

Charity number: 305060

Principal Office: Waverley Borough Council
The Burys
Godalming
Surrey
GU7 1HR

Name of Trustee: Waverley Borough Council
(address as above)
Contact: Mr R Bates

Bank details: The Trust currently uses the Bank Account of Waverley Borough Council.
HSBC Bank plc
12a North Street
Guildford
GU1 4AF

Independent Examiner: Azets Audit Services Limited
Ashcombe Court
Woolsack Way
Godalming
Surrey
GU7 1LQ

Structure, governance and management:

The Governing Document is the Declaration of Trust dated 5 November 1909 and Conveyance dated 18 July 1946. These documents refer to the former Haslemere Urban District Council as Trustee. Following the Local Government reorganisation in 1974, the Haslemere Urban District Council was merged, together with several other district councils, to form Waverley Borough Council. Waverley Borough Council was the owner of the land on which the original leisure facility was situated subject to the Declaration of Trust of 1909. This Declaration of Trust provided that the land was to be held for recreational purposes for the benefit of the people of Shottermill and its immediate neighbourhood.

Following the need for extensive repairs to the leisure facility on the original site, it was concluded that the only means of funding a new leisure facility was to sell the original site for redevelopment and, with the proceeds of sale, to acquire land and build a new leisure facility. The sale was effected under the provisions of the Charities Act 1993 and was completed on 20 December 1996. In accordance with the provisions of the Trust, the money raised was applied to the provision of a new leisure facility (Haslemere Leisure Centre) on the 'Kings Road Site' which is within a one-mile radius of the original leisure facility.

During 2014/2015 the leisure centre was refurbished at a cost of some £3.8m. Grant funding of £392k was received by Waverley Borough Council from Sport England towards the costs, the Trust contributed £205k and the remainder was paid for by Waverley Borough Council.

Waverley Borough Council is the sole Trustee of the Trust. Haslemere Leisure Centre was opened during 1998/1999 and the management of the leisure centre is wholly contracted out. The accounts shown below represent the costs of the Council as trustee in its capacity as a client of the management contractors.

Decision Taking: In the event that a key decision needs to be taken a meeting will be called of Waverley Borough Council in its capacity of Trustee and will comprise the full Council members.

Risk Exposure: Consideration has been given to the major risks to which the Trust is exposed. The legal rights and obligations of the Council are confined to its position as trustee, however, the Haslemere Leisure Centre is an important part of the Council's Leisure Strategy and it is reasonable to assume that the Council would step in to cover its costs should it fall into financial difficulties.

Trustee Training: Any training requirements identified for the Trustee will be provided as the need arises.

Aims and Objectives of the Charity for the public benefit:

The objectives of the Trust are the provision of recreation facilities for the area of Shottermill, Haslemere, Surrey, which were successfully achieved during the financial year.

In line with the requirement to report on the charity's public benefit, the Trustees have considered the Charity Commission's guidance on public benefit including the guidance on geographical restrictions and access to facilities.

In accordance with the governing document and aims and objectives of the charity, the beneficiaries are the people of Shottermill and the immediate neighbourhood. This is considered reasonable as a geographical and catchment area for a recreational facility.

The Trust complies with the requirements of The Disability Discrimination Act in ensuring that the facility is accessible by all.

Achievements and Performance:

The Trust achieved its objectives by the provision of a leisure centre run on behalf of the Trust by Places for People to the benefit of those set out in the governing document.

Financial Review: Expenditure totalled £111k (excluding Depreciation) against income of £176k. The surplus of £65k was transferred to the Unrestricted Funds Account, which remains in surplus.

Reserves Policy: The Trust will hold reserves at a minimum level of £125k. The reserves of the Trust will be used entirely in the execution of its aims and objectives.

Plans for the future: For the continued provision of recreation facilities for the Shottermill area.

Independent Examiner:

The Independent Examination of the Trust's annual report and accounts was carried out by Azets Audit Services Limited. The reappointment of the Independent Examiner will be subject to review.

Richard Bates
Executive Head of Finance and Section 151 Officer of Waverley Borough Council

Trustee's Responsibilities Statement

The trustee is responsible for preparing the Trustee's Annual Report and the financial statements in accordance with applicable law and regulations.

The Charities Act 2015 requires the trustee to prepare financial statements for each financial year. The trustee has to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The trustee must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the trustee is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustee is responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2015, the Charity (Accounts and Reports) Regulations and the provisions of the trust deed. They 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.

The trustee confirms that:

- so far as the trustee is aware, there is no relevant audit information of which the charity's auditor is unaware; and
- the trustee has taken all the steps that it ought to have taken as a trustee in order to make itself aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

The trustee is responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Statement of Main Accounting Policies

1. General Principles

The financial statements summarise the Shottermill Recreation Ground Trust's transactions for the 2022/2023 financial year and its position at the year-end on 31 March 2023. The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and the Charities Act 2011 and UK Generally Accepted Accounting Practice. The accounting convention adopted is historical cost with the exception of the revaluation of certain categories of tangible fixed assets.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard (FRS102) effective from 1 January 2019.

No material uncertainties that may cast significant doubt about the ability of the entity to continue as a going concern have been identified by the trustee, therefore, the entity is expected to continue as a going concern for at least 12 months from the balance sheet date.

2. Funds Structure

The Charity has two funds, which are:

- Unrestricted Funds – these are funds which are available to the trustees to apply for the general purposes of the charity as set out in its governing document. These are 'general funds' which are free to be used for any of the charity's purposes.
- Endowment Funds – these are held on trust to be retained for the benefit of the charity as a capital fund. This fund is formed from the initial gift and any subsequent increases or decreases.

The Endowment Funds of this charity are classed as Permanent Endowment Funds as the trustees must maintain the whole of the fund. The Endowment Funds comprise the land held for recreation purposes as set out in the governing document and the subsequent building of the current leisure centre, which forms the fixed assets of the charity.

The analysis of the Charitable Funds is disclosed in note 8 on page 12.

3. Incoming Resources

Income is accounted for in the year that the charity is entitled to it, not simply when cash is received. Where income has been recognised, but cash has not been received, a debtor for the relevant amount is recorded in the balance sheet.

Where the amount of an item of income relating to the financial year is not known at the 31 March, estimation techniques are applied to ensure that the accounts reflect the most likely position.

The following income is received:

- Investment income – the Shottermill Recreation Ground Trust uses Waverley Borough Council's bank account. Interest is calculated on the working balance according to the interest rates obtained on Waverley's investments. Interest earned for the year is credited at the year-end to the Shottermill Recreation Ground Trust.
- Management Fee – the private operator of the leisure centre retains admissions income and pays the Trust a management fee.

4. Resources Expended

Activity is accounted for in the year that it takes place, not simply when cash payments are made. Where expenditure has been recognised, but the payment not made, a creditor for the relevant amount is recorded in the balance sheet.

Where the amount of an item of expenditure relating to the financial year is not known at the 31 March, estimation techniques are applied to ensure that the accounts reflect the most likely position.

Costs of Generating Funds:

- The costs of administration is the charge from Waverley Borough Council for support services.
- Management Fee – a transfer of funds is made to Waverley Borough Council to the value agreed for the financial year, which is the net of total estimated support costs, fees and incoming resources.

5. VAT

Irrecoverable VAT is charged to the category of resources expended to which it was incurred.

6. Tangible Fixed Assets

Tangible fixed assets have physical substance and are held for use in the provision of services or for administrative purposes on a continuing basis.

Recognition: Expenditure on the acquisition, creation or enhancement of tangible fixed assets is capitalised on an accruals basis provided that it yields benefits for more than one financial year. Expenditure that secures but does not extend the previously assessed standard of performance of assets (e.g. repairs and maintenance) is charged to revenue as it is incurred.

The de minimis level for the recognition of fixed assets is £1k for vehicles, plant and equipment and £10k for land and buildings.

Measurement: Assets are initially measured at cost, comprising all expenditure that is directly attributable to bringing the asset into working condition for its intended use. Assets are then carried in the balance sheet using the following measurement bases:

- Land and buildings – fair value
- Vehicles, plant and equipment – depreciated replacement cost

Assets included in the balance sheet at current value are revalued where there have been material changes in the value, but as a minimum every five years.

Impairment: following a determination of impairment, a loss in value is included in the Resources Expended section of the Statement of Financial Activities.

Depreciation: depreciation is provided for on all assets with a determinable finite life by allocating the value of the asset in the balance sheet over the periods expected to benefit from their use. It is accounted for in the Resources Expended section of the Statement of Financial Activities.

Depreciation is calculated on the following bases:

- Buildings – straight-line allocation over the life of the property as estimated by the valuer
- Vehicles, plant and equipment – straight-line allocation over the life of the individual asset as advised by a suitably qualified officer

Newly acquired/enhanced assets receive a full depreciation charge in their first year, regardless of the precise timing of the expenditure. Assets disposed of receive no depreciation charge in the year of disposal. Where an asset has major components with different estimated useful lives, these are depreciated separately.

Following a revaluation, a full year of depreciation is charged in the year of revaluation.

Waverley Borough Council as Trustee of Shottermill Recreation Ground

Statement of Financial Activities

2021/2022		2022/2023		Total Funds £'000
£'000		Unrestricted Funds £'000	Endowment Funds £'000	
Incoming Resources				
(1)	Investment Income (Interest on cash balance)	(2)		(2)
0	Management Fee (paid by Operator to Trust)	(174)		(174)
(1)	Total Incoming Resources	(176)	0	(176)
Resources Expended				
Charitable activities				
10	Building maintenance	73		73
2	Independent examination fee	0		0
45	Support costs	38		38
280	Depreciation and Revaluation (see note 5.)		307	307
337	Total Resources Expended	111	307	418
336	Net (incoming)/outgoing resources	(65)	307	242
Other recognised gains/losses				
(607)	(Gains)/losses on revaluation of fixed assets		(499)	(499)
	Loss on disposal of fixed assets		5	5
(271)	Net Movement in Funds	(65)	(187)	(252)
Reconciliation of Funds				
(13,716)	Funds brought forward as at 1 April 2022	(127)	(13,860)	(13,987)
(271)	Net Movement in Funds	(65)	(187)	(252)
(13,987)	Funds carried forward as at 31 March 2023	(192)	(14,047)	(14,239)

Balance Sheet as at 31 March 2023

The assets in this Balance Sheet comprise Haslemere Leisure centre and its plant and equipment.

31 March 2022

£'000		31 March 2023		Total £'000
		Unrestricted Funds £'000	Endowment Funds £'000	
	Fixed Assets			
13,820	Land and Buildings		14,027	14,027
40	Plant and Equipment		20	20
<u>13,860</u>	Total Fixed Assets	<u>0</u>	<u>14,047</u>	<u>14,047</u>
	Current Assets			
129	Deposits with Waverley Borough Council	192		192
<u>129</u>		<u>192</u>	<u>0</u>	<u>192</u>
<u>13,989</u>	Total Assets	<u>192</u>	<u>14,047</u>	<u>14,239</u>
	Less: Current Liabilities			
(2)	Creditors	0		0
<u>13,987</u>	Total Assets less Current Liabilities	<u>192</u>	<u>14,047</u>	<u>14,239</u>
	The Funds of the Charity:			
(127)	Unrestricted Funds	(192)		(192)
(13,860)	Endowment Funds		(14,047)	(14,047)
<u>(13,987)</u>	Total Charity Funds	<u>(192)</u>	<u>(14,047)</u>	<u>(14,239)</u>

The notes on pages 10 to 12 form part of these accounts

Richard Bates
Executive Head of Finance and Section 151 Officer of Waverley Borough Council

Notes to the Financial Statements

1. Related Party Transactions

Disclosure is required of any transactions which the Trust or any institution connected with it has entered into with a related party. Such transactions might inhibit the charity from pursuing its own separate interests.

Transparency is important to ensure the reported financial position and results do not include transactions influenced by interests other than the Trusts.

Waverley Borough Council is sole trustee of the Trust and, therefore, the only related party. The accounts presented represent the costs of the Council as trustee in its capacity as client of the management contractors. The costs go through the Council's own finance system and bank account.

There are no related party transactions as at 31 March 2023 except as disclosed in note 3.

2. Officers' Emoluments

There are no employees with emoluments over £60,000 charged to the Shottermill Recreation Ground Trust in 2022/2023.

No remuneration was paid to the Trustee or persons connected with the Trustee.

3. Support Costs

Support costs are those costs that, whilst necessary to deliver an activity, do not themselves produce or constitute the output of the charitable activity. They cover costs incurred in supporting the governance of the charity as well as the general management, budgeting and accounting & human resources. The staff that support the Trust are paid by Waverley Borough Council and then recharged to the Trust accounts.

Charitable Activities	
2021/2022 £'000	2022/2023 £'000
45 Support costs	38

The support costs are allocated at the year end on the basis of time spent on the charity. The charge includes overheads.

4. Independent Examiner Costs

The Shottermill Recreation Ground Trust was subject to Independent examination for 2022/2023.

The fee charged to 2022/2023 is the accrued fee for the Independent examination of the 2022/2023 accounts.

2021/2022 £		2022/2023 £
2,250	External Independent Examiner Fees	150
2,250		150

5. Fixed Assets

Movement on Fixed Assets

Operational Assets

	Other Land and Buildings £'000	Vehicles, Plant and Equipment £'000	Total £'000
Cost or Valuation			
At 1 April 2022	13,832	493	14,325
Additions			0
Donations		0	0
Disposals	(12)	(307)	(319)
Reclassifications	0	0	0
Revaluations increases/(decreases) recognised in the Endowment Funds	207		207
Revaluations increases/(decreases) recognised in the Statement of Financial Activity	0	0	0
At 31 March 2023	14,027	186	14,213
Depreciation and Impairments			
At 1 April 2022	(12)	(453)	(465)
Charge for 2022/2023	(293)	(14)	(307)
Revaluations	293		293
Disposals	12	301	313
Reclassifications			0
Depreciation written out in the Endowment Funds			0
Depreciation written out in the Statement of Financial Activity			0
At 31 March 2023	(0)	(166)	(166)
Balance Sheet amount at 31 March 2023	14,027	20	14,047
Balance Sheet amount at 31 March 2022	13,820	40	13,860

Historical cost of the leisure centre

The historical cost of the leisure centre is shown below, this shows what the value of the leisure centre would have been at 31 March 2023 had it not been revalued.

	£'000
Historical cost	9,000
Depreciation	(2,250)
At 31 March 2023	6,750

Depreciation Methods used

Land and Buildings

Depreciation on buildings has been calculated on a straight-line basis using asset lives estimated by Waverley Borough Council's Estates and Valuation Manager.

Vehicles, Plant and Equipment

Depreciation on vehicles, plant and equipment has been calculated on a straight-line basis using asset lives of between five and ten years, depending on the type of asset.

6. Valuation Information

The valuation of the Council's assets:

Land and Buildings

The land and buildings were valued by Waverley Borough Council's external valuer, Montagu Evans, in accordance with the Royal Institute of Chartered Surveyors (RICS) Statement of Asset Valuation Practice and Guidance Notes (Red Book) as supplemented by the Manual of Valuation (White Book). The land and buildings are held at fair value, defined as net current replacement cost. The de minimis level for land and buildings has been set at £10,000.

Vehicles, Plant and Equipment

The value of vehicles, plant and equipment in the Balance Sheet, reflects their net current replacement value (ie what it would cost, at today's prices, to replace the asset in its current condition to perform its current function). The de minimis level for vehicles, plant and equipment is £1,000.

7. Creditors

31 March 2022		31 March 2023
Closing Balance		Closing Balance
£'000		£'000
(2) Accruals		0
(2) Total of Creditors		0

8. Analysis of Charitable Funds

	1 April 2022				31 March 2023
	Opening Balance	Incoming Resources	Resources Expended	Other Recognised Gains/Losses	Closing Balance
	£'000	£'000	£'000	£'000	£'000
Unrestricted Funds	127	176	(111)	0	192
Endowment Funds	13,860	0	(307)	494	14,047
	13,987	176	(418)	494	14,239

9. Approval of Accounts

The Accounts were approved by the Trustee and signed by Richard Bates, Executive Head of Finance and Section 151 Officer, of Waverley Borough Council on xxxxxxxx.

WAVERLEY BOROUGH COUNCIL

MINUTES OF THE EXECUTIVE (ACTING FOR THE TRUSTEE OF THE SHOTTERMILL
RECREATION GROUND TRUST) - 4 APRIL 2023

SUBMITTED TO THE COUNCIL MEETING – 12 DECEMBER 2023

(To be read in conjunction with the Agenda for the Meeting)

Present

Cllr Paul Follows (Chair)
Cllr Andy MacLeod
Cllr Penny Marriott
Cllr Mark Merryweather

Cllr Kika Mirylees
Cllr Paul Rivers
Cllr Liz Townsend
Cllr Steve Williams

Apologies

Cllr Peter Clark and Cllr Nick Palmer

1 APOLOGIES FOR ABSENCE (Agenda item 1)

Apologies for absence had been received from Cllrs Peter Clark and Nick Palmer.

2 DECLARATIONS OF INTERESTS (Agenda item 2)

There were no declarations of interests in relation to items on the agenda.

3 HASLEMERE LEISURE CENTRE (THE HERONS) LEASE (Agenda item 3)

The Executive, exercising powers delegated by Waverley Borough Council as Trustee of the Shottermill Recreation Ground Trust, RESOLVED that the lease of the Haslemere Leisure Centre to the new leisure operator, SLM (Everyone Active) for a period of up to 20 years (the maximum possible under the contract allowing for extensions) be approved.

Reason: the Haslemere Leisure Centre is owned by the Shottermill Recreation Ground Trust and is operated by Waverley Borough Council. The Council has recently re-procured its Leisure Management Contract and this will go live on 1 July 2023 with a new leisure operator, SLM (Everyone Active). The Council aims to complete all contractual documentation, including leases, simultaneously in advance of the contract going live.

The meeting commenced at 6.15 pm and concluded at 6.18 pm.

Chairman

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