

Charity Registration Number: 1186861

Westpark Levy Trust
Financial Statements
For the Year Ending
31 January 2022

JANE ASCROFT ACCOUNTANCY LIMITED

Chartered accountants
Enterprise House
Harmire Enterprise Park
Barnard Castle
County Durham
DL12 8XP

Westpark Levy Trust

Financial Statements

Year Ended 31 January 2022

	Page
Trustees' Annual Report	1
Independent Examiner's Report to the Trustees	4
Statement of Financial Activities	5
Statement of Financial Position	6
Notes to the Financial Statements	7
The Following Pages Do Not Form Part of the Financial Statements	
Detailed Statement of Financial Activities	14

Westpark Levy Trust

Trustees' Annual Report

Year Ended 31 January 2022

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 January 2022.

Objectives and Activities

To promote for the benefit of the inhabitants of Darlington and the surrounding area the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.

Achievements and Performance

Marking an important milestone for clarity and independence, this year the Trust fully completed the separation from CDCF. The funds collected and held by CDCF prior to the Trust's establishment have been transferred into the WestPark Levy Trust.

The Trust has made grants in accordance with its statutory and regulatory requirements, and in-line with the enhancements and improvements detailed in the landscape management plan. These have included payments for the design and manufacture of the community notice boards, wildflower seeds around the Park and water corridor, and the design and equipment for a significant re-modelling of the children's Play Area.

As Trustees we are committed to having the Trust's effectiveness reviewed by external experts so that the benefit to the community is independently verified. The WestPark Levy Trust has a focus on providing a high-quality green space to the community, so again this year we sought review by the Green Flag Award accreditation process. This is an internationally recognised benchmark for quality of green space governance, awarded on behalf of the UK Government's Department for Levelling Up, Housing & Communities. The Trustees are delighted that this accreditation was achieved for another consecutive year.

This year has also seen the Trust able to achieve in-person community engagement; something which was necessarily restricted during the Trust's founding years due to the COVID-19 pandemic. In-person meetings began with the Friends of WestPark in November, with good attendance. This increased community engagement has had tangible outcomes, such as the community's request for increased wildflower planting which was actioned using Trust funds.

Further improving engagement for the community, the Trust also engaged with elected representatives via the councillors of Brinkburn and Faverdale wards. We listened to their constituents' needs and made grants for the improved management of the Bike Track area within WestPark.

Community feedback and information has been a keen focus. Our most frequently received feedback was for a simplification of the Levy collection process. The Trust has acted on this request by working with the appointed collection agency, Kingston Property Services, to tailor its processes to our distinct Levy requirements. Another significant piece of feedback was a request for quicker Levy-related legal processes during change of deeds, during conveyancing or mortgage applications. The Trustees worked with the North-East based solicitors BHP Law to establish a more streamlined legal process.

In January we applied to the Let's Create Jubilee Fund, to increase community engagement in the Arts and celebrate the Queen's Platinum Jubilee. Continuing the engagement commitment, the Trustees continue to update and expand the information available via the friendsofwestpark.com website.

Westpark Levy Trust

Trustees' Annual Report *(continued)*

Year Ended 31 January 2022

Financial Review

Income during the period totalled £80,387 and expenditure totalled £116,303 giving a deficit of £35,916. At 31st January 2022 total funds held were £104,653.

Plans for Future Periods

In accordance with the Trustees' commitment to expanding the Board of Trustees, we aim to further increase the number of Trustees this year. The latest Levy collection correspondence to payers included a clear call for applicants, with a highlighted objective of increasing diversity.

The Trust plan to reinstate Friends of WestPark meetings at West Park Academy school hall for in-person community engagement; this helps form our decisions and achieve the widest community benefit. For example, it will help shape the funding improvements to the Bike Track. We also look forward to community feedback on the Play Park improvements and the new community notice boards, which will benefit the Park by increasing the number and diversity of community users. There will be increased biodiversity across the park due to the blub planting and wildflower seed sowing. For external feedback on the Trust's performance relating to its green-space focus, we will continue aiming to achieve and exceed the Green Flag Award accreditation measures. Next year will see paths, drainage and the pond areas taking a priority for investigation and designs for enhancements and improvements.

Structure, Governance and Management

The charity was registered on 10th December 2019 with registration number 1186861.

The Trust has recruited an additional three Trustees to expand the range of skills and experiences available. It aims to further increased the number of Trustees to greater represent the community, with deliberate action having been taken to invite applications from all Levy payers. Training will be delivered in-house using the Charity Commission guidance for Trustees. In addition to statutory audit, the Trust continues to use external professional assessment of its green-space orientated governance processes via the Green Flag Award. In-line with practices for a healthy Board of Trustees, and recognising that the Trustees have successfully increased the size of the Board resulting in better sustainability, the current Chair intends to step down at the 2022 AGM ensuring that another Trustee is elected as Chair.

Westpark Levy Trust

Trustees' Annual Report (*continued*)

Year Ended 31 January 2022

Reference and Administrative Details

Registered charity name Westpark Levy Trust

Charity registration number 1186861

Principal office C/o B H P Law
Westgate house
Faverdale Industrial Estate
Darlington
DL3 0PZ

The Trustees

Neil Brimer
Robert George
Andrew Buckingham (Chair)
Anthony Cooper
Paul Black
William Neil Herbert
Martyn Hunter

Independent Examiner Jane Ascroft FCA MA (Cantab)
Enterprise House
Harmire Enterprise Park
Barnard Castle
County Durham
DL12 8XP

The trustees' annual report was approved on 10th June 2022 and signed on behalf of the board of trustees by:



Andrew Buckingham (Chair)
Trustee

Westpark Levy Trust

Independent Examiner's Report to the Trustees of Westpark Levy Trust

Year Ended 31 January 2022

I report to the trustees on my examination of the financial statements of Westpark Levy Trust ('the charity') for the year ended 31 January 2022.

Responsibilities and Basis of Report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

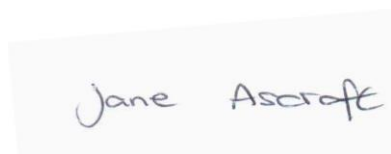
I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Jane Ascroft FCA MA (Cantab)
Independent Examiner

Enterprise House
Harmire Enterprise Park
Barnard Castle
County Durham
DL12 8XP

Westpark Levy Trust

Statement of Financial Activities

Year Ended 31 January 2022

		Year to 31 Jan 22		Period from 10 Dec 19 to 31 Jan 21
		Unrestricted funds	Total funds	Total funds
	Note	£	£	£
Income and endowments				
Donations and legacies	4	80,387	80,387	183,569
Total income		<u>80,387</u>	<u>80,387</u>	<u>183,569</u>
Expenditure				
Expenditure on charitable activities	5,6	116,303	116,303	43,000
Total expenditure		<u>116,303</u>	<u>116,303</u>	<u>43,000</u>
Net (expenditure)/income and net movement in funds		<u>(35,916)</u>	<u>(35,916)</u>	<u>140,569</u>
Reconciliation of funds				
Total funds brought forward		140,569	140,569	–
Total funds carried forward		<u>104,653</u>	<u>104,653</u>	<u>140,569</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 7 to 12 form part of these financial statements.

Westpark Levy Trust

Statement of Financial Position

31 January 2022

	Note	2022 £	2021 £
Current Assets			
Debtors	11	31,518	141,049
Cash at bank and in hand		<u>73,735</u>	<u>—</u>
		105,253	141,049
Creditors: amounts falling due within one year	12	<u>600</u>	<u>480</u>
Net Current Assets		<u>104,653</u>	<u>140,569</u>
Total Assets Less Current Liabilities		<u>104,653</u>	<u>140,569</u>
Net Assets		<u>104,653</u>	<u>140,569</u>
Funds of the Charity			
Unrestricted funds		<u>104,653</u>	<u>140,569</u>
Total charity funds	13	<u>104,653</u>	<u>140,569</u>

These financial statements were approved by the board of trustees and authorised for issue on 10th June 2022, and are signed on behalf of the board by:



Neil Brimer
Trustee

The notes on pages 7 to 12 form part of these financial statements.

Westpark Levy Trust

Notes to the Financial Statements

Year Ended 31 January 2022

1. General Information

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is C/o B H P Law, Westgate House, Faverdale Industrial Estate, Darlington, DL3 0PZ.

2. Statement of Compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting Policies

Basis of Preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going Concern

There are no material uncertainties about the charity's ability to continue.

Judgements and Key Sources of Estimation Uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The trustees consider that there are no significant estimates or judgements affecting these financial statements.

Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Westpark Levy Trust

Notes to the Financial Statements *(continued)*

Year Ended 31 January 2022

3. Accounting Policies *(continued)*

Income

All income is included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Westpark Levy Trust

Notes to the Financial Statements *(continued)*

Year Ended 31 January 2022

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Accrued income and tax recoverable is included at the best estimate of the amounts receivable at the balance sheet date.

Cash at Bank and in Hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

Taxation

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

4. Donations and Legacies

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Donations				
Funds held prior to formation of charity	–	–	132,932	132,932
West Park levy	80,387	80,387	50,637	50,637
	<u>80,387</u>	<u>80,387</u>	<u>183,569</u>	<u>183,569</u>

Westpark Levy Trust

Notes to the Financial Statements (continued)

Year Ended 31 January 2022

5. Expenditure on Charitable Activities by Fund Type

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Costs of charitable activities	106,088	106,088	36,577	36,577
Support costs	10,215	10,215	6,423	6,423
	<u>116,303</u>	<u>116,303</u>	<u>43,000</u>	<u>43,000</u>

6. Expenditure on Charitable Activities by Activity Type

	Activities undertaken directly £	Grant funding of activities £	Support costs £	Total funds 2022 £	Total fund 2021 £
Costs of charitable activities	<u>82,870</u>	<u>23,218</u>	<u>10,215</u>	<u>116,303</u>	<u>43,000</u>

7. Analysis of Grants

	Year to 31 Jan 22 £	Period from 10 Dec 19 to 31 Jan 21 £
Grants to Institutions		
Payments to Darlington BC	–	33,091
Payments to BHP Law	480	3,486
Payments to Friends of West Park	22,738	–
	<u>23,218</u>	<u>36,577</u>
Total grants	<u>23,218</u>	<u>36,577</u>

8. Independent Examination Fees

	Year to 31 Jan 22 £	Period from 10 Dec 19 to 31 Jan 21 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>600</u>	<u>480</u>

9. Staff Costs

The average head count of employees during the year was Nil (2021: Nil).

Westpark Levy Trust

Notes to the Financial Statements (continued)

Year Ended 31 January 2022

9. Staff Costs (continued)

No employee received employee benefits of more than £60,000 during the year (2021: Nil).

10. Trustee Remuneration and Expenses

Trustees received neither remuneration nor expenses during the period.

11. Debtors

	2022	2021
	£	£
Trade debtors	15,014	–
Funds held by CDCF	–	140,618
Funds held by Kingston Property Services	16,504	431
	<u>31,518</u>	<u>141,049</u>

12. Creditors: amounts falling due within one year

	2022	2021
	£	£
Accruals and deferred income	<u>600</u>	<u>480</u>

13. Analysis of Charitable Funds

Unrestricted funds

	At 1 February 2021	Income	Expenditure	At 31 January 2022
	£	£	£	£
General funds	<u>140,569</u>	<u>80,387</u>	<u>(116,303)</u>	<u>104,653</u>

	At 10 December 2019	Income	Expenditure	At 31 January 2021
	£	£	£	£
General funds	<u>–</u>	<u>183,569</u>	<u>(43,000)</u>	<u>140,569</u>

Westpark Levy Trust

Notes to the Financial Statements *(continued)*

Year Ended 31 January 2022

14. Analysis of Net Assets Between Funds

	Unrestricted Funds £	Total Funds 2022 £
Current assets	105,253	105,253
Creditors less than 1 year	(600)	(600)
Net assets	<u>104,653</u>	<u>104,653</u>

	Unrestricted Funds £	Total Funds 2021 £
Current assets	141,049	141,049
Creditors less than 1 year	(480)	(480)
Net assets	<u>140,569</u>	<u>140,569</u>

Westpark Levy Trust

Management Information

Year Ended 31 January 2022

The Following Pages Do Not Form Part of the Financial Statements.

Westpark Levy Trust

Detailed Statement of Financial Activities

Year Ended 31 January 2022

	Year to 31 Jan 22 £	Period from 10 Dec 19 to 31 Jan 21 £
Income and endowments		
Donations and legacies		
Funds held prior to formation of charity	–	132,932
West Park levy	80,387	50,637
	<u>80,387</u>	<u>183,569</u>
Total income	<u>80,387</u>	<u>183,569</u>
Expenditure		
Activities undertaken directly		
Payments to Darlington Borough Council	82,870	–
Grant funding activities		
Payments to Friends of West Park	22,738	33,091
Payments to BHP Law	480	3,486
	<u>23,218</u>	<u>36,577</u>
Support costs		
Accountancy fees	720	480
Other office costs	121	3
CDCF admin fee	–	5,737
Bank charges	24	203
Kingston Property Services admin charge	9,300	–
Room hire	50	–
	<u>10,215</u>	<u>6,423</u>
Total expenditure	<u>116,303</u>	<u>43,000</u>
Net (expenditure)/income	<u>(35,916)</u>	<u>140,569</u>
