

Charity No. 283617

**THE CHARITY KNOWN AS
"COBTREE MANOR ESTATE"**

**Corporate Trustee Report and Financial Statement
for the Year Ended 31 March 2015**

Trust Information

Corporate Trustee

Maidstone Borough Council

Trustees

There are no individual Trustees. All elected Members of the Maidstone Borough Council perform the duties of Trustees, but are not trustees in their own right. A full list of Members is available on request.

Charity Number

283617

Principal Office

Maidstone Borough Council
Maidstone House
King Street
Maidstone, Kent. ME15 6JQ

Auditors

UHY Hacker Young
Thames House
Roman Square
Sittingbourne
Kent
ME10 4BJ

Bankers

All funds are managed by Maidstone Borough Council at:

Lloyds Bank plc
City Office
Bailey Drive
Gillingham
Kent
ME5 0LS

Solicitors

Head of Legal Partnership
Mid-Kent Legal Services
Maidstone Borough Council
Maidstone House
King Street
Maidstone, Kent. ME15 6JQ

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Trustees Report

The Maidstone Borough Council acting as Corporate Trustee to the registered Charity known as "Cobtree Manor Estate" presents its annual report in relation to the financial year ending 31st March 2015.

Trustees

The trustee who served during the year is shown on the information page.

OBJECTIVES AND ACTIVITIES

Governing Object

The governing object of the Charity remains that defined in the lease of the Cobtree Estate dated 13 July 1971 between the Cobtree Charity Trust Limited (the lessor) and the Maidstone Borough Council (the lessee). The governing object is stated as:

"To hold Cobtree Manor and Cobtree Manor Estate for the benefit of the inhabitants of Maidstone and other members of the general public in one or other or all of the following ways:

- i) By maintaining the Cobtree Manor Estate as an open space as defined by the Open Spaces Act 1906 and if the lessees think fit providing thereat facilities for organised games and other sports".
- ii) With the consent of ...[the Cobtree Charity Trust Limited and the Kent County Council]... in such other way for the benefit of the inhabitants of Maidstone and other members of the general public as the Council shall from time to time think appropriate."

Object of the Charity

The late Sir Garrard Tyrwhitt-Drake bequeathed his former estate to the Cobtree Charity Trust Limited and set down in the codicils to his Will requirements for its future use. In seeking to interpret these, sometimes conflicting, codicils the Maidstone Borough Council and Cobtree Charity Trust Limited agreed that the Estate in its entirety, and the intended charitable objects, should be leased to and governed by, the Maidstone Borough Council.

The Maidstone Borough Council, as Corporate Trustee to the Charity, has determined and regularly reviews a series of policies to guide the actions of its Members and employees in fulfilling the governing object of the Charity.

Members of the Cobtree Manor Estate Charity Committee manage all aspects of the Charity on behalf of the Council. Informal liaison continues with the Trustees to the Cobtree Charity Trust Limited, particularly with regard to considering potential developments. Members of the Cobtree Charity Trust Limited are invited to attend the meetings of the Cobtree Manor Estate Charity Committee.

ACHIEVEMENTS AND PERFORMANCE

Changes since the last Report

The Cobtree Charity Committee continues to comprise of four Members of the Cabinet. The Members of the Committee during the reporting year were Councillors John Perry (Chairman), Annabelle Blackmore, Steve McLoughlin, and Malcolm Greer. In common with the operation of all Cabinet decisions, those of the Charity Committee were subject to the scrutiny of other Council Members. No decisions of the Committee relating to the Cobtree Estate were called in for scrutiny.

Organisation of the Charity

The Trustee to the Registered Charity known as the Cobtree Manor Estate remains the Corporate Body of the Maidstone Borough Council. How the functions of the Corporate Trustee are implemented is reiterated in the section above.

All individual elected Members to the Maidstone Borough Council are instructed to perform any duties and responsibilities they have in relation to the charity as though they were acting as individual trustees; albeit that they are not individual trustees in Charity Law. All elected Members and Officers of the Council are reminded of the Council's obligations to the Charity and how these need to be considered quite separately from the normal duties of the Council acting as the Local Authority. An A to Z "aid memoir" is made available to all Members and Officers via the Council's internal intranet site.

Under the terms of the lease upon which the Charity holds the Cobtree Manor Estate, and in the specified circumstances, the Council continues to liaise with both the freehold owner of the Estate, the Cobtree Charity Trust Limited, and the Kent County Council.

Advice to Trustees

The advice for trustees published by the Charity Commission is given to new members of the charity committee and new guidance is notified and made available to them as it is received from the Commission. Committee members have free access to all members of staff to ensure that they can be fully aware of the special considerations, activities and implications of, and for, the charity.

Activities

The following paragraphs are included to demonstrate how the Charity is meeting its obligation to provide a public benefit. The primary activities of the Charity are to manage and maintain three facilities to which the general public have access:

- the Cobtree Manor Park – which is a parkland environment with woodland and meadows containing a wide variety of trees and shrubs and which is freely accessible to the general public, and
- the Cobtree Manor Park Golf Course - which is a pay and play facility accessible to all, and

- Kent Life – a farm heritage attraction, including a collection of historic artefacts, which is open to the public either on a pay on entry or through an annual membership fee.

Cobtree Golf Course

The following activities and works were completed on the Cobtree Manor Park Golf Course during the reporting year to enhance the attractiveness of the facility and to ensure its availability to the general public:

Year	Rounds Played	No. of Registrations
2008/2009	40,187	875
2009/2010	43,913	952
2010/2011	41,784	597
2011/2012	43,516	498
2012/2013	36,006	422
2013/2014	36,923	574
2014/2015	37,482	405

Number of Registrations is 405 (please note this is covered fully under the Privilege Card).

The Privilege Card costs £40 and allows holders to get reduced green fee rates and wider scope for bookings at any of Mytime Active run courses, as well as other special offers on food and in the pro shop throughout the year.

The golf course performance continued to improve in 2014/2015. The introduction of a foot golf facility has proven popular and has assisted in raising the profile of the main course.

As in past years, the golf course continues to remain a priority for the Charity. Future investment will continue to be in partnership with the contract operator; the objective is to ensure that the quality of the course remains protected and thus ensure that the course remains successful and accessible to the people of Maidstone and the surrounding area.

The contract payment to the Council continued to fund the maintenance of the Estate and was be used to contribute towards the improvements programme and maintenance of the Cobtree Manor Park.

The current contract for running the facility ends in ... The procurement process for this has begun with the aim of securing long term future investment to ensure the success of the facility.

Cobtree Manor Park

The following works and activities were carried out to enhance the appeal of Cobtree Manor Park to attract a greater numbers of visitors.

Volunteers continue to contribute effort to help with both practical tasks. Towards the end of the accounting year funding was granted for a new Kent Sheds project. This is

APPENDIX A

a charitable organisation that aims to support the socially isolated by providing workshops from which they can carry out practical tasks such as making bird boxes, or undertaking basic repair works or conservation tasks. The Elephant House at Cobtree was identified as an excellent potential hub for a Maidstone group and a funding bid was applied for by the Medway Valley Countryside Partnership. This was successful and the group aim to renovate the building and start a new sheds project. The group will work to support the park in lieu of rent for the Elephant House. The building will become a shared facility and a hub for volunteering and community activities in the park.

The events programme included 27 events (mostly themed guided walks). These were organised by Medway Valley Countryside Partnership with a small charge of £3 per head being made to cover the costs and help encourage those who had booked to attend. Three thousand free information leaflets advertising the events programme and providing information on the park were designed, printed and distributed.

The following works relating to the park were carried out:

- Build of phase 3 of the Master Plan Project, the new visitor centre.
- The tenants of the kiosk, 'Cobtree Cabin' finished their contract and left the park in March 2015.
- Creation of the final sculpture by Jason Mulligan for the sculpture trail.
- Continued renovation of the shrub beds.

There were very few incidents of crime or vandalism over the reporting year and two incidents involving collisions on the horse ride between riders and walkers and cyclists and riders, and one accident involving a young child on a cycle. The number of accidents in the park remains low for the number of visitors.

Cobtree Footfall Totals

Unfortunately a technical fault led to a loss of data for six months of 2014, the machinery has now been repaired. Figures show a decrease in footfall for the first quarter of 2015. This could be due to various factors including advanced publicity of parking charges and weather changes with January 2015 being wetter than normal resulting in lower figures, March 2014 being sunnier than average, hence the high visitor figures for that month.

Cobtree footfall totals

	2012	Quarterly	2013	Quarterly	% on previous year	2014	Quarterly	% on previous year	2015	Quarterly	% on previous year
Jan			14675			18133			13163		
Feb			12092			17626			17474		
Mar			12144	38911		24503	60262	+ 35	19891	50528	-19
Apr			19012			28012					
May			26325			24733					
Jun	10347		27906	73243		25971	78716	+ 7			
Jul	18509		32277			Data missing					
Aug	25461		38100								
Sep	20268	64238	23070	93447	+ 31						
Oct	20745		18605								
Nov	19296		15869								
Dec	13255	53296	13767	48241	-9						
Total	127881	117534	253842	253842		138978	138978		50528	50528	

Kent Life

Following the folding of the leases and between Continuum, Kent Life, Kent County Council and the Museum of Kent Life Trust the Kent Life attraction came back under the direct management of the Cobtree Manor Estate Trust in November 2013. An interim management agreement was agreed with Continuum Kent Life Limited to continue with the running of the site as a heritage farm park attraction. This agreement expires in November 2015. The facility has been tendered and the procurement exercise should be completed by the end of September 2015.

Year	Visitor numbers
2011/2012	136,000
2012/2013	116,940
2013/2014	123,715
2014/2015	129,717

Visitor numbers and the profitability of the site have continued to improve with the facility now generating a surplus enabling reinvestment and improvements to the site to be undertaken.

Property

The following figures were spent on maintenance:

- Planned maintenance £5,196
- Reactive maintenance £2,282

The largest costs were for the following:

- Gutter cleaning and electrical maintenance and testing.

Additional Volunteer Help and Intangible Income

The volunteer help given on the estate is referred to above; in addition to this the Kent Wildlife Trust volunteers and the Friends of Kent Life and Cobtree Young Farmers continued to play an important role providing voluntary assistance to support activities across the estate.

Review of Public Benefit

The Trustee continues to consider and ensure that the Charity meets its requirement to comply with the test of public benefit. The Cobtree Manor Park remains freely accessible to the general public and the pay and play golf course is accessible to all those who wish to take advantage of its facilities at reasonable cost, whilst Kent Life provides a varied family day out for a reasonable fee.

Related Party Disclosure

The Maidstone Borough Council is the Corporate Trustee of the Charity. In addition the Council itself owns part of the land upon which the Cobtree Manor Park Golf Course is built. The accounting arrangements between the Council and the Charity are that the Council is responsible for all receipts and payments for both the golf course and the Cobtree Manor Park. At the end of each financial year the total net operating surplus

or deficit of the Manor Park is transferred to the Charity accounts. For the golf course 7/9ths of the total net operating surplus or deficit is transferred to the Charity accounts, reflecting the split of land ownership. The remaining 2/9ths are shown in the accounts of the Council.

The Council also employs a Park Ranger at the Manor Park and a Cobtree Officer. These posts exist solely for the benefit of the Charity and the cost for each is shown in the Charity accounts under the arrangements specified above. Other officers of the Council are engaged from time to time in duties specifically related to the operation and management of the Estate; their time and associated costs are apportioned accordingly to the Cobtree accounts. Additional labour for litter picking and managing the park out of hours at weekends and evenings during school holidays between Easter and the end of September has also been introduced due to the increase in visitor numbers.

FINANCIAL REVIEW

Financial Review and Investment Policy

The net surplus generated as per the Statement of Financial Accounts continued to be used to complete the repayment of debt due to the Maidstone Borough Council.

Interest due to the Charity in respect of the permanent endowment held on the Charity's behalf by the Borough Council is included as part of the unrestricted income.

The Trustee has now determined its preferred future development option for the Cobtree Manor Park; it is now seeking to identify sources of funding to implement this option.

Reserves Policy

Restricted reserves are maintained in respect of the permanent endowment funds.

Risk Management

The Trustee continues to review the business and operational risks which the Charity faces, and identifies where appropriate steps to minimise the impact of any identified risks. All contractors working on the Estate are also required to undertake risk assessments appropriate to their activities.

PLANS FOR FUTURE PERIODS

The Trustee has now implemented the master plan for the Cobtree Manor Park and has used reserve funds for its implementation, with the permission of the Charity Commission, which will gradually be re-paid. Over the next year both the Kent Life contract and the Golf Course contract will be re-procured to ensure the charity continues to receive best value for its investments. In future a master plan for the estate as a whole will need to be devised.

Trustees' responsibilities

The Trustee is responsible for preparing the financial statements in accordance with applicable law and the United Kingdom Generally Accepted Accounting Practice.

Law applicable to charities in England and Wales requires the trustee 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 these statements the Trustee is required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 unless it is inappropriate to presume that the Charity will continue in business.

The Trustee has overall responsibility for ensuring that the Charity has appropriate systems of controls, financial and otherwise. It is also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. It is 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.

This report was approved by the Trustee on And signed on its behalf by

Councillor
Chairman of the Cobtree Manor Estate Charity Committee

Cobtree Manor Estate
For the year ended 31 March 2015

STATEMENT OF FINANCIAL ACTIVITIES AND SUMMARY INCOME & EXPENDITURE ACCOUNT

	Unrestricted Funds	Restricted Funds	Endowment Funds	2015 Total	2014 Total (Restated)
Notes	£	£	£	£	£
INCOMING RESOURCES					
Incoming resources from generated funds:					
Voluntary income	-	412,500	-	412,500	-
Investment income	54,434	-	-	54,434	64,299
Will Trust	-	49,390	-	49,390	44,390
Rental income	26,155	-	-	26,155	26,575
Incoming resources from charitable activities:					
Golf club revenue	148,425	-	-	148,425	197,010
Other incoming resources:					
Other income	12,000	-	-	12,000	-
Total Incoming Resources	241,014	461,890	-	702,904	332,274
RESOURCES EXPENDED					
Costs of charitable activities	209,508	39,962	-	249,470	248,807
Governance Costs	7,662	9,428	-	17,090	24,722
Total Resources Expended	4 217,170	49,390	-	266,560	273,528
Net Incoming/(Outgoing) resources before transfers	23,844	412,500	-	436,344	58,745
Transfers between funds	-	-	-	-	-
Net Incoming/(Outgoing) resources before revaluations	23,844	412,500	-	436,344	58,745
Gains/(losses) on revaluations & disposal of investment fixed assets	-	-	-	-	-
Gains on fixed assets	-	-	-	-	1,074,860
Gains/(losses) on investment assets	-	-	49,006	49,006	146,235
Net movement in funds	23,844	412,500	49,006	485,350	1,279,840
Fund balances brought forward	304,009	-	4,180,867	4,484,876	3,205,036
Fund balances carried forward	327,853	412,500	4,229,873	4,970,226	4,484,876

Cobtree Manor Estate
For the year ended 31 March 2015

Balance Sheet
as at 31 March 2015

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2015 £	Total 2014 Restated £
Fixed Assets						
Tangible assets	7	94,485	412,500	3,017,000	3,523,985	3,176,946
Investments	8			1,212,873	1,212,873	1,163,867
		94,485	412,500	4,229,873	4,736,858	4,340,813
Current Assets						
Cash and bank in hand		723,968			723,968	309,563
Debtors	9				0	210,000
		723,968	0	0	723,968	519,563
						-
Creditors:Amounts falling due within one year	10	(490,600)	0	0	(490,600)	(375,500)
Net current assets(liabilities)		233,368	0	0	233,367	144,063
Total assets less current liabilities		327,853	412,500	4,229,873	4,970,226	4,484,876
Creditors:Amounts falling due in more than one year		0	0		0	-
Net assets		327,853	412,500	4,229,873	4,970,226	4,484,876
Reserves						
Charity's Funds	11	327,853	412,500	4,229,873	4,970,226	4,484,876

Cobtree Manor Estate**Notes to the financial statements
for the year ended 31 March 2015****1. Accounting Policies****1.1. Basis of Preparation**

The financial statements are prepared under the historical cost convention modified to include the revaluation of certain fixed assets and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2005) and the Charities Statement of Recommended Practice (SORP) and applicable accounting standards.

1.2 Fund Accounting Policy

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are those funds held for a specific purpose upon which restrictions have been imposed by the donor.

Restricted fixed asset funds are resources which are to be applied to specific capital purposes imposed by the funder where the asset acquired or created is held for a specific purpose.

The endowment fund represents those assets that must be held permanently by the charity.

1.3 Incoming Resources

All incoming resources are included within the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income and the amount can be reasonably quantified.

All grants and voluntary income are accounted for gross when receivable as long as they are capable of financial measurement.

1.4 Resources Expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that category. Where costs relate to more than one functional cost category, they have been split on an appropriate estimated basis.

Governance Costs are those associated with the governance arrangements which relate to the general running of the charity.

Support costs (those which do not produce or constitute the output of the charity) are allocated directly to the relevant charitable activity.

Cobtree Manor Estate**Notes to the financial statements
for the year ended 31 March 2015****1.5 Tangible Fixed Assets and Depreciation**

Depreciation is provided at rates calculated to write off the cost or valuation less residual value of each asset over its expected useful life, as follows:

- Land - Nil
- Leasehold properties - Nil

Land and buildings are re-valued on a five yearly cycle. No depreciation has been provided on the buildings as this is considered immaterial due to the estimated useful life and the level of residual value.

Impairment would be provided if necessary. Impairment reviews will be carried out on an annual basis to ensure that the value of the assets is still appropriate.

1.6 Investments

Listed investments are stated at market value.

Realised gains and losses in investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the SOFA in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the SOFA based on their market value at year end.

2. Voluntary Income

This is income received by the Trust in respect of donated assets, in this case the Kent Life attraction.

3. Resources Arising

The total incoming resources of the charity for the year have been derived from its principal activity wholly undertaken in the UK.

Cobtree Manor Estate

Notes to the financial statements
for the year ended 31 March 2015**4. Analysis of Resources Expended****a) Cost of activities in furtherance of the charity's objective**

	Unrestricted Funds £	Restricted Funds £	Total 2015 £	Total 2014 (Restated) £
Staff Costs	34,685		34,685	24,874
Property Repairs	32,497		32,497	38,784
Grounds Maintenance	110,300	24,791	135,091	113,767
Utilities	32,026	15,171	47,197	71,382
	209,508	39,962	249,470	248,807

b) Governance Costs

	Unrestricted Funds £	Restricted Funds £	Total 2015 £	Total 2014 (Restated) £
Human Resources	0	871	871	1,030
Legal Costs	1,769	2,920	4,689	12,190
Financial Advice	1,418	5,637	7,055	6,777
Auditors' Remuneration	4,475	0	4,475	4,725
	7,662	9,428	17,090	24,722
Total Resources Expended	217,170	49,390	266,560	273,529

5. Trustees' Remuneration

No Trustee received either remuneration or out of pocket expenses during the year.

There were no employees of the Charity.

6. Staff Costs

The Council employs the Park Ranger at the Manor Park and a Cobtree Officer (within the Costs of activities above - see note 4). The posts exist solely for the benefit of the Charity and the cost of their employment is shown in the Charity accounts under the arrangements specified above.

Cobtree Manor Estate

Notes to the financial statements
for the year ended 31 March 2015**Number of Employees**

The average number of employees during the year was:

	2015	2014
	No.	No.
Manor Park Grounds Maintenance	2	2
Park Ranger	1	1
	<u>3</u>	<u>3</u>

There were no higher paid employees.

The aggregate payroll costs of these persons were as follows:

	2015	2014
	£	£
Wages & Salaries	<u>27,213</u>	<u>24,874</u>

The above staff are employed by Maidstone Borough Council, the corporate trustee of the Charity (see note 13).

7. Endowment Funds - Tangible Fixed Assets

	Long Leasehold Land & Buildings £	Investment Properties £	Total
Cost or Valuation			
At 1st April 2014	2,541,945	635,000	3,176,945
Additions	347,040		347,040
Revaluations	0		0
At 31st March 2015	<u>2,888,985</u>	<u>635,000</u>	<u>3,523,985</u>

Net Book Values

At 31st March 2015	2,888,985	635,000	3,523,985
At 31st March 2014	2,541,945	635,000	3,176,945

Cobtree Manor Estate

**Notes to the financial statements
for the year ended 31 March 2015**

The estate is held under a 999 year lease which is due to expire in 2970. The long leasehold land and buildings are used solely for direct charitable purposes and form part of the permanent endowment of the Charity.

All properties revalued by Harrison's Chartered Surveyors on a five yearly cycle. The next valuation is due in April 2018.

The most recent valuations included in the accounts are as set out below: -

- Cobtree Manor Golf Course
(Including clubhouse, messroom/garage) April 2013
- Kent Life Attraction April 2014

Prior Year Adjustment

Following a change of auditor it was identified that certain qualifying fixed assets with respect to land and buildings had not been capitalised in 2014 and 2015.

A total of £296,746 was treated as an expense for the year within costs of charitable activities in 2013 and a further £369,200 was expended during 2014. A prior year adjustment for £665,946 has therefore been made. The comparative figures have been restated in these accounts and the effect of the prior year adjustment is that fixed assets within the Endowment Funds have been increased by £665,946.

Assets Under Construction

A programme of major improvement works is underway in Cobtree Manor Park which include the construction of a new play area and visitor centre/café. Further details are shown in the Note 12 – Capital Commitments. The closing net book value for these works is as follows:

	2015	2014
	£	£
Assets Under Construction	1,012,986	665,946

These figures are included within Note 7 – Tangible Fixed Assets.

Cobtree Manor Estate

Notes to the financial statements
for the year ended 31 March 2015**8. Endowment Funds - Investments**

	Listed Investments £
Market Value at 1st April 2014	1,163,867
Additions	
Withdrawals	(210,000)
Revaluations	259,006
Market Value at 31st March 2015	<u>1,212,873</u>

Net Book Values

At 31st March 2015	1,212,873
At 31st March 2014	1,163,867

Listed Investments 2015

Market Valuation of Listed Investments	1,212,873
Historical Cost Information	784,000

The investment properties are held to generate a rental income stream for the charity.

All properties revalued by Harrison's Chartered Surveyors on a five yearly cycle based on market value with the remaining properties being revalued by Harrison's Chartered Surveyors on a five year cycle based on market value subject to existing tenancies. The next valuation is due in April 2018.

All investment assets are held in the UK.

9. Debtors

	2015 £	2014 £
Other Debtors	0	210,000
	<u>0</u>	<u>210,000</u>

Cobtree Manor Estate

Notes to the financial statements
for the year ended 31 March 2015

10. Creditors: Amounts Falling Due Within One Year

	Unrestricted Funds	Endowment Funds	2015 Total	2014 Total (Restated)
	£	£	£	£
Other Creditors - Maidstone BC	485,875	0	485,785	370,775
Accruals & Deferred Income	4,725	0	4,725	4,725
	<u>490,600</u>	<u>0</u>	<u>490,600</u>	<u>375,500</u>

11. Analysis of Funds

	At 1st April 2014	Incoming Resources	Resources Expended	Other Recognised Gains/Losses	At 31st March 2015
	£	£	£	£	£
Unrestricted Income Fund	304,009	23,844			327,853
Restricted Income Fund	0	412,500			412,500
Endowment Funds	4,180,867		(210,000)	259,006	4,229,873
	<u>4,484,876</u>	<u>436,344</u>	<u>(210,000)</u>	<u>259,006</u>	<u>4,970,226</u>

Unrestricted Funds

These comprise of funds that the trustees are free to use in accordance with the charitable objects.

Restricted Funds

These are funds that have been given for particular purposes and projects. The restricted fund relates to:

- The Will Trust Fund, the income from which is used to maintain the rural park. The assets of this fund are held by Cobtree Charity Trust Limited, a separate entity.

Permanent Endowment

The endowment fund represents those assets that must be held permanently by the Charity, and investment properties held to generate a rental income stream. Income arising on the endowment fund can be used in accordance with the objects of the Charity and is included as unrestricted income. Any capital gains and losses arising on the investments form part of the fund. The assets of the fund are set out above at notes 7 and 8.

Cobtree Manor Estate

**Notes to the financial statements
for the year ended 31 March 2015**

12. Capital Commitments

Details of capital commitments at the accounting date are as follows:

	2015	2014
	£	£
Authorised, but not contracted as at 31 st March 2015	0	397,500

The Charity has approved a Master Plan for the enhancement of the Cobtree Manor Park. The works will be carried out in three phases, with the first two phases now complete. It is anticipated that the final phase will be completed by Spring 2015.

- Phase 1: Play Area
- Phase 2: Parks works
- Phase 3: Visitor Centre/Cafe works

The Capital Commitment will be financed by the release of £1,065,000 from the endowment fund, which was secured on 17th May 2012, by Order of the Charity Commission. The Trust has also received a donation of £300,000 from Cobtree Charity Trust Ltd towards the cost of the Visitor Centre.

The Commission directs the Trustee to replace the sum withdrawn by setting aside for 30 years thirtieth part of the sum spent.

13. Related Party Transactions

During the year, transactions with related parties are as follows: -

	£
Receipts	
The Cobtree Charity Trust Limited	£348,275
Payments	
Maidstone Borough Council – Governance & Support Costs	£266,560

The Maidstone Borough Council is the Corporate Trustee of the Charity. In addition the Council itself owns part of the land upon which the golf course is built. The accounting arrangements between the Council and the Trust are that the Council is responsible for all receipts and payments for both the golf course and the Manor Park. At the end of each financial year the total net operating surplus or deficit of the Manor Park is transferred to the Trust accounts. For the golf course 7/9ths of the total net operating surplus or deficit is transferred to the Trust accounts, reflecting the split of land ownership. The remaining 2/9ths are shown in the accounts of the Council.

Cobtree Manor Estate

**Notes to the financial statements
for the year ended 31 March 2015**

14. Controlling Interest

The Charity is under the control of the Corporate Trustee Maidstone Borough Council.

Cobtree Manor Estate

Notes to the financial statements
for the year ended 31 March 2015

15. STATEMENT OF FINANCIAL ACTIVITIES BY FUND TYPE

	Analysis of 2015 Total			Analysis of 2014 Total (Restated)		
	Unrestricted £	Restricted £	Endowment £	Unrestricted £	Restricted £	Endowment £
INCOMING RESOURCES						
Incoming resources from generated funds:						
Voluntary Income		412,500				
Investment income	54,434			64,299		
Will Trust		49,390			44,390	
Rental income	26,155			26,575		
Incoming resources from charitable activities:						
Golf club revenue	148,425			197,010		
Other incoming resources:						
Other income	12,000					
Total Incoming Resources	241,014	461,890	0	287,884	44,390	0
RESOURCES EXPENDED						
Costs of charitable activities	209,508	39,962		225,872	22,935	
Governance Costs	7,662	9,428		3,267	21,455	
Total Resources Expended	217,170	49,390	0	229,139	44,390	0
Net Incoming/(Outgoing) resources before transfers	23,844	412,500	0	58,745	0	0
Transfers between funds						
Net Incoming/(Outgoing) resources before revaluations	23,844	412,500	0	58,745	0	0
Gains and (losses) on revaluations of fixed assets for use in the charity						1,074,860
Gains and (losses) on investment assets			49,006			146,235
Net movement in funds	23,844	412,500	49,006	58,745	0	1,221,095
Fund balances brought forward	304,009		4,180,867	245,264	0	2,959,772
Fund balances carried forward	327,853	412,500	4,229,873	304,009	0	4,180,867