



**MASTER PARK
MANAGEMENT COMMITTEE**
The Park Hub, Master Park,
Church Lane, Oxted, Surrey RH8 9LD
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Registered Charity Number: 200846

**COMMITTEE OF MANAGEMENT OF
MASTER PARK, OXTED**



**STATEMENTS OF ACCOUNTS
FOR YEAR ENDED 31st MARCH 2025**



Registered Charity No. 200846

COMMITTEE OF MANAGEMENT OF MASTER PARK OXTED

Charity number: 200846

Contact address: Master Park Management Committee
PO Box 164
Oxted
RH8 9WE

Bankers: Barclays Bank
Sevenoaks Group
80 High Street
Sevenoaks
Kent
TN13 1LR

Independent Examiner: D. Steele

Current Members of the Management Committee

Name	Position	Joined	Additional Role
Ms P McNaughton	Trustee	07.01.2000	Oxted Lawn Tennis Club Rep
		15.01.2019	Master Park Chair
Mr A. Batchelor	Elected Trustee	07.02.2000	
Mr R Pitt	Elected Trustee	13.01.2007	
Mr R Sayer	Elected Trustee	15.01.2019	Legal Advisor
Mr R Thomas	Elected Trustee	12.07.2024	Treasurer
Mr P Trayner	Trustee	15.01.2019	Oxted & Limpsfield Cricket Club Rep
Mr G Morgan	Co-Opted Trustee	24.07.2024	
Mr W Fairchild	Trustee	30.01.2025	Oxted & District Football Club Rep

Resignations from the Management Committee

Name	Position	Role	Joined	Resigned
Keith Willis	Elected Trustee	Treasurer		18.07.2018
Vernon Hadida	Elected Trustee	Legal Advisor		18.07.2018
Henry Webber	Elected Trustee	Chair		22.11.2018
Kevin Powell	Trustee	OLCC - Cricket Representative		22.11.2018
Tony. Kulp	Co-Opted Trustee	Committee Member		05.12.2018
Alex Campbell	Elected Trustee	Committee Member	17.07.2019	13.07.2022
Cathy Emmott	Elected Trustee	Treasurer	13.07.2022	27.03.2023
Amanda Starr	Co-Opted Trustee	Committee Member	15.01.2019	12.07.2023
Gilbert Kearns	Elected Trustee	Committee Member	18.07.2018	24.06.2024
Ian Beagley	Trustee	ODFC - Football Representative	07.07.1996	08.08.2024
Sheralee Ghione	Co-Opted Trustee	Treasurer	24.07.2024	21.10.24
Mr D McNamara	Trustee	ODFC - Football Representative	30.09.2024	28.01.25

INDEPENDENT EXAMINER'S REPORT TO THE COMMITTEE OF MANAGEMENT OF MASTER PARK, OXTED, SURREY

I report on the accounts of the Trust for the year ended 31st March 2025 which are set out on pages 7 to 11.

Respective Responsibilities of Committee and Examiner

The Trust's Management Committee is responsible for the preparation of the accounts; it considers that the audit requirement of Section 144 of the Charities Act 2011 (the Act) does not apply and that an independent examination is needed. It is my responsibility to examine the accounts under Section 145 of the Act and state, on the basis of procedures specified in the General Directions given by the Charity Commission under Section 145(5) (b) of the Act, 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 Commissioners. An examination includes a review of the accounting records kept by the Management Committee 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 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 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.

.....
D Steele
Dated: / /2025

COMMITTEE OF MANAGEMENT OF MASTER PARK, OXTED, SURREY

TRUSTEES REPORT FOR THE YEAR ENDED 31st MARCH 2025

The Trustees present their report and accounts for the year ended 31st March 2025

Constitution, Objects and Policies

Master Park was constituted under a Deed dated 16th March 1923 and its object was to lay out and reserve a parcel of land now known as Master Park for the healthy recreation and amusement of the inhabitants of the parish of Oxted.

A further parcel of land was conveyed into the Trust on 1st July 1946 and the original Trusts have been varied by two schemes of the Charity Commissioners dated 20th August 1982 and 6th November 2001 to update the administration of The Committee of Management.

Oxted Lawn Tennis Club, Oxted & District Football Club and Oxted & Limpsfield Cricket Club may each appoint one representative to the Committee.

Four committee members should be elected annually at the AGM and two more co-opted by the Committee.

In the event that four members are not elected at the AGM the Committee may co-opt a further two members to the Committee.

The trustees have had regard to the Charity Commission guidance on public benefit.

Annual Review and Future Developments

Grounds

Our main revenue streams are from the sports clubs, events on the park, donors, Friends of the Park and the invaluable help from Tandridge District Council and the Oxted Parish Council.

The Committee is very grateful for the number of donations received in the year from members of the public. We will be creating more events so as to encourage more of the local community to become “Friends of the Park”.

Tandridge District Council kindly continued to cut the grassy areas which saves the Committee money. In addition, a contractor cuts the hedges and between trees.

The committee are pro-active in creating events on the Park to help generate funds to keep Master Park in good working order. The Committee have designed a new Park Hub to replace the old pavilion. This has been built to offer space for community & sporting pursuits as well as create a revenue stream to help sustain Master Park itself.

The Trustees are indebted to Titsey Rotary and Oxted Rotary for their donations and also grateful to Oxted Parish Council for annual funding of **£4,000** towards the cost of refuse collection by a third party and to Tandridge District Council for our grass cutting, which saves a few thousand pounds a year.

Children’s playground

The playground continues to be very widely used by both able-bodied and disabled children. However, pieces of equipment will need replacing in the near future and funds will need to be found. This will be one of the areas that we envisage the Park Hub generating funds for.

COMMITTEE OF MANAGEMENT OF MASTER PARK, OXTED, SURREY TRUSTEES REPORT FOR THE YEAR ENDED 31st MARCH 2025 (continued)

New Park Hub

The new subsidiary charity, **Master Park Pavilion Charity**, was established to progress the new park hub project's fund-raising. The Group is defined as small under The Companies Act and has produced separate accounts for The Pavilion Charity.

The Trustees struggle to raise enough funds each year to carry out Park maintenance, repairs, and improvements and so have been obsessive in seeking grants towards the project of building the new Park Hub.

This construction work has finished and replaces the previously unfit-for-purpose building and will create a sustainable park by generating an annual revenue stream with lettings and rents. Planning permission was granted 2nd October 2019.

Surrey County Council's Your Fund Surrey awarded Master Park a grant of £1.86 million, Tandridge District Council awarded £530,000 and Oxted Parish Council £90,000. We have also secured a grant of £250,000 from COF and we are continuing our fundraising from the community.

The Park Hub is solely owned by Master Park Management Committee Charity but financial operations remain under the secondary charity Mater Park Pavilion Chairty for continuity of warranties, guarantees etc.

Finance

Income arises from lettings, summer events on the Park such as fun fairs, pram race, beer festival, boot fairs etc., rents from the sports clubs, donations, covenants and grants from local authorities.

There was a surplus for the year on the General Fund of £10,288 (2024 a surplus of £978) which, when added to the funds brought-forward gave a total General Fund of £56,133 (2024 £45,845) at 31st March 2025.

Administration

In July 2024 an Annual General Meeting was held and the following Trustees were elected:

Elected Trustees

1. Mr A Batchelor
2. Mr R Pitt
3. Mr G Kearns
4. Mr R Sayer

Co-Opted Trustees

5. Mr R Thomas was co-opted by the Committee as Trustee

In addition to the five Trustees mentioned above, there are three Trustees nominated from the Sports Clubs, namely:

1. Ms P McNaughton (Oxted Lawn Tennis Club)
2. Mr P Trayner (Oxted & Limpsfield Cricket Club)
3. Mr D McNamara (Oxted & District Football Club)

COMMITTEE OF MANAGEMENT OF MASTER PARK, OXTED, SURREY TRUSTEES REPORT FOR THE YEAR ENDED 31st MARCH 2025 (continued)

Activities

In addition to regular use by the sports clubs, the park is used even more widely by the general public. This is a direct result of more houses and apartments being built in the area. Having a public park in the centre of town has made it even more noticeable that Master Park is definitely the Hub of the Community.

What is apparent is how **VITAL** parks are to communities for: well-being, exercise, mental health, socialising, and community spirit.

We hope these benevolent feelings from the community will translate into using the new Park Hub, thereby raising further monies to ensure financial stability of the Park.

Master Park is the true **centre of the community**, and we are determined that it stays that way.

Statement of Trustees Financial Responsibilities

The Trustees are required to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the Charity and of its results for that period. In preparing these financial statements, they are required to:

- (a) select suitable accounting policies and apply them consistently.
- (b) make judgements and estimates that are reasonable and prudent.
- (c) prepare the financial statements on a going concern basis unless it is inappropriate to assume that the Charity can continue.

They are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity. 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.

Approval

This report and accounts were approved by the Trustees on 2025.
and signed on their behalf by

.....
Pammy McNaughton
Chair

.....
Tony Batchelor
Trustee

COMMITTEE OF MANAGEMENT OF MASTER PARK, OXTED, SURREY
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31st MARCH 2025

GENERAL FUND INCOME & EXPENDITURE

General Fund Income & Expenditure			2025		2024	
Income						
Rents Received						
	Sports Clubs		1,903		3,653	
	Other Lettings		20,933		15,412	
				22,836		19,065
Donations						
	Donations subject to Gift Aid		4,291		5,489	
	Other Donations		3,139		2,368	
				7,430		7,856
Grants						
	Oxted Parish Council		4,000		4,000	
	Other		0		0	
				4,000		4,000
Other Income						
	Sports Clubs		293		4,806	
	Benches		605		635	
	Sundry		0		0	
				898		5,441
Total Income				35,164		36,362
Expenditure						
Pavilion						
Electricity			238		1,963	
Insurance			0		811	
Water			221		1,183	
TDC Rates & Playing field Assoc.			52		53	
Pest Control, Fire & Safety			0		306	
Pavilion Repairs			0		0	
				511		4,316
Ground						
Trustees Insurance			812		1,086	
Ground, labour & equipment			6,336		8,880	
Sundry Expenses			1,093		398	
Regular Ground & Tree Maintenance			8,440		11,952	
Playground Repairs			473		252	
Grass (incl in Ground)			11		0	

GENERAL FUND INCOME & EXPENDITURE (continued)						
Refuse and Waste disposal (10% recharged to Sports Clubs)			3,559		4,905	
Park/Playground Insurance			1,301		500	
Benches			2,340		1,936	
Fence Signs & boundary work			0		1,160	
				24,365		31,068
Total Expenditure				24,876		35,384
Surplus/Deficit				10,288		978

COMMITTEE OF MANAGEMENT OF MASTER PARK, OXTED, SURREY
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31st MARCH 2025

				General Fund	Asset Replacement	2025	2024
					Fund	TOTAL	TOTAL
INCOMING RESOURCES							
Donations, legacies, grants and tax reclaimed				7,430		7,430	7,856
Income in furtherance of charitable objects				22,836		22,836	19,065
Income from activities for generating funds						0	0
Investment income				0		0	0
Other income				4,898		4,898	9,441
				35,164	0	35,164	36,362
RESOURCES EXPENDED							
Costs of generating funds							
CHARITABLE EXPENDITURE							
Grants payable in furtherance of charity's objects							
Expenditure in furtherance of charity's objects				24,876		24,876	35,384
Support costs of charitable activity						0	0
Management and administration expenditure						0	0
				24,876	0	24,876	35,384
Net (outgoing) incoming resources				10,288	0	10,288	978
Transfers between funds						0	0
Net (outgoing)/incoming resources after transfers				10,288	0	10,288	978
Unrealised gains/(losses) on rev. of tangible fixed assets							
Gains/(losses) on the disposal and rev. of investments							
MOVEMENT ON FUNDS FOR THE YEAR				10,288	0	10,288	978
Transfers between funds							
Brought forward balances				45,845		45,845	44,867
FUND BALANCES AT END OF YEAR				56,133	0	56,133	45,845

COMMITTEE OF MANAGEMENT OF MASTER PARK, OXTED, SURREY
BALANCE SHEET
FOR THE YEAR ENDED 31st MARCH 2025

			Note						
				General Fund		Asset Replacement Fund	2025 TOTAL		2024 TOTAL
FIXED ASSETS									
Land and Buildings			1.3						
Equipment			1.4						
CURRENT ASSETS									
Barclays Bank Current Account				23,604			23,604		37,175
Amount due from MPPC				33,703			33,703		5,496
Tax recoverable				1,860			1,860		1,068
Amount due from Sports Clubs				48			48		2,656
Other debtors and prepayments				0			0		0
				59,214		0	59,214		46,395
CURRENT LIABILITIES									
Amounts due for services/Receipts in advance				3,081			3,081		550
NET CURRENT ASSETS				56,133		0	56,133		45,845
FUNDS									
Balance brought forward				45,845		0	45,845		44,867
Surplus/(Deficit) for year				10,288		0	10,288		978
Transfer between fund				0		0	0		0
				56,133		0	56,133		45,845

**COMMITTEE OF MANAGEMENT OF MASTER PARK,
OXTED, SURREY
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED
31st MARCH 2025**

1. Basis of Accounting

1.1. General

The financial statements are prepared under the historical cost convention.

1.2. Income and Expenditure

Donations are accounted for when received and income tax recoverable on gift aid donations is recognised when the related income is recognised. Grants and legacies to the charity are accounted for when notified, the amount is quantifiable, and its ultimate receipt is reasonably certain.

1.3. Land and Buildings

The land now known as Master Park was originally donated to the inhabitants of the Parish of Oxted for their recreational use. No consideration was incurred in 1923. The land is held by the Official Custodian who is a member of the Charity Commission. No market value is placed on the land as it cannot be sold. The old pavilion has been demolished. The new building, The Park Hub, is owned, solely, by Master Park.

1.4. Equipment

Various items of purchased equipment are used by the Charity for the maintenance of the Park. The equipment is not capitalised as it has a short life expectancy.

1.5. Donations in Kind

Master Park benefits from the voluntary efforts of some local citizens, in particular, the Trustees. The members of Oxted Football and Cricket Clubs provide assistance in maintaining the grounds. Tandridge District Council generously provided grass-cutting services during the financial year.

2. Trustees and Employees Remuneration

During the year the Trustees did not receive any reimbursement of expenses or remuneration from the charity (2025: £NIL).

There were no paid employees (2025: NIL).