

MITCHAM COMMON CONSERVATORS

REPORT OF THE CONSERVATORS
AND AUDITED FINANCIAL STATEMENTS

for the year ended
31ST MARCH 2018



Kings Mill Partnership
Chartered Accountants
Statutory Auditors

MITCHAM COMMON CONSERVATORS

**FINANCIAL STATEMENTS
for the year ended 31st MARCH 2018**

Contents

Page:

Chair's Foreword	1
Report of the Auditors	3
Statement of Financial Position	5
Income Statement	6
Notes to the Financial Statements	7
Maintenance of Common	8

Membership

The members of the Board for the year and their attendance at the 4 Board meetings were:

Mr Richard Bailey	(4/4)
Mr John Cheetham	(4/4)
Dr Derek Coleman	(3/4)
Councillor Nick Draper (Vice Chair)	(4/4)
Ms Anne Fairweather	(1/4)
Councillor Timothy Godfrey (Chair)	(4/4)
Mr Maurice Groves	(4/4)
Councillor Stuart King	(3/4)
Councillor Russell Makin	(4/4)
Councillor Maggie Mansell	(0/4)
Councillor Ian Munn	(3/4)
Ms Julia Russell	(0/4)
Councillor Chris Williams	(3/4)

Governance

The Board of Conservators is made up of representatives of the three London Boroughs of Merton, Sutton and Croydon. Each sends four representatives. The City of London sends a single representative. Together, they form the Board of the Mitcham Common Conservators. Four meetings are held each year. The Agenda and Minutes are placed in the public domain on our web site. www.mitchamcommon.org.

Much work is delegated to the Chair and Vice Chair to ensure the smooth running of the Board's work programme between meetings.

Management

Merton Council act as the Board's agent and employ a manager and warden to undertake the maintenance of the Common in accordance with an agreed management plan.

Budget

Mitcham Common is run extremely frugally. The Conservators monitor the budget at every meeting to ensure that we remain within agreed estimates or take corrective action.

This financial year the funding from Croydon was £14,120; unchanged from the previous six years. Merton reduced their contribution by fifty percent to £24,105 and Sutton Council no longer provide any funding towards the maintenance of the Common.

Unallocated Financial Reserves

Page 5 of the Financial Statements shows that as at 31st March 2018 a total of £635,120 was held in bank accounts. Of this, £245,706 covers Current Liabilities and of the remaining £389,414, £179,159 is allocated to the Equipment Replacement and Capital Projects funds leaving £210,255 unallocated.

Issues

The following highlights some of the wide range of issues the Conservators had to consider over the year in review:

1. Agreed licence with Merton Council to facilitate the installation of a shared path along Beddington Lane.
2. Confirmed changes to the maintenance tasks and service delivery of the Common necessitated by a reduction in funding from Merton Council and a cessation of funding from Sutton Council. Advised Merton Council that in future work undertaken by the manager and warden on tasks unrelated to the management or maintenance of Mitcham Common would be re-charged to the Council. Agreed reduction of agency fee to Merton Council.
3. Established, with other relevant parties, a task group to resolve the long standing issue of fly-tipping on commonland adjacent to Red House Road. Fly-tipping cleared and improved security put in place.

4. Agreed licence with developer of former Windmill Road Industrial Estate (The Meadows) to facilitate the construction of a new boundary wall.
5. Instruct solicitor to provide legal opinion on whether the Board can require Councils to contribute towards the maintenance of Mitcham Common.
6. Dialogue with Monty Hammond Ltd regarding proposal for summer and winter events on the Fairsite. Proposal agreed in principle.
7. Renewed 5-year licence with Mitchell & Butler.
8. Dialogue with Mitcham Golf Club regarding the 7-year licence fee market review. As a result of review, fee held at current level for next 5 years.
9. Merton Council agreed to include Mitcham Common in land area covered by Public Space Protection Order relating to multiple dog walking.
10. Establish investment sub-group to review management of portfolio. Redmayne-Bentley subsequently appointed to manage portfolio.


Councillor Nick Draper
Chair, Mitcham Common Conservators

Date:

12/09/19

**INDEPENDENT AUDITORS' REPORT
TO
MITCHAM COMMON CONSERVATORS**

We have audited the financial statements of Mitcham Common Conservators (the 'entity') for the year ended 31st March 2018 which comprise the Statement of Financial Position, Income Statement and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the entity's affairs as at 31st March 2018 and of its surplus for the year then ended; and
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of financial statements section of our report. We are independent of the entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which ISAs (UK) require us to report to you where:

- the members' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the members' have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the entity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The members are responsible for the other information. The other information comprises the information in the Report of the Members, but does not include the financial statements and our Report of the Auditors thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in regards to this.

Opinion on the other matters

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Members for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Members has been prepared in accordance with applicable legal requirements.

**INDEPENDENT AUDITORS' REPORT
TO
MITCHAM COMMON CONSERVATORS**

4

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the entity and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Members.

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of members' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or

Responsibilities of members

the members are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the members determine necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the members are responsible for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the members either intend to liquidate the entity or cease operations, or have no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditors-responsibilities. This description forms part of our Report of the Auditors.

Use of our report

This report is made solely to the entity's members, as a body. Our audit work has been undertaken so that we might state to the entity's members those matters we are required to state to them in a Report of the Auditors and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the entity and the entity's members as a body, for our audit work, for this report, or for the opinions we have formed.


Romit Basu FCA (Senior Statutory Auditor)
for and on behalf of:
Kings Mill Partnership
Chartered Accountants and Registered Auditors
75 Park Lane
Croydon
Surrey
CR9 1XS

Date: 20.6.2019

ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2018

STATEMENT OF FINANCIAL POSITION
as at 31st March 2018

		2018		2017
		£	£	£
QUOTED INVESTMENTS at Market Value			1,336,181	1,353,340
CURRENT ASSETS				
SUNDRY DEBTORS AND PREPAYMENTS				
Debtors		-	-	-
Dividends and Interest Receivable		3,843	4,308	
Insurance in advance		190	59	
Subscriptions in advance		-	107	
Due from brokers		30,474	217	
Accrued Income		-	6,033	
		34,507	10,724	
TAILORED ACCOUNT	Unity Trust Bank	7,252	22,373	
RESERVE ACCOUNT	Unity Trust Bank	627,868	538,572	
			669,627	571,669
			2,005,808	1,925,009
Deduct: CURRENT LIABILITIES				
CREDITORS AND ACCRUALS				
Maintenance of Common		232,836	184,232	
Audit and Accountancy fees		3,540	3,660	
Licence Fees Deferred		9,330	12,916	
			(245,706)	(200,808)
NET ASSETS			£1,760,102	£1,724,201
REPRESENTED BY:				
GENERAL ACCUMULATED FUND				
Balance as at 1st April 2017		1,585,042	1,415,310	
Add: Excess of income over expenditure		35,901	164,137	
Add: Transfer from Equipment Replacement Fund		-	5,595	
Less: Transfer to Capital Projects Fund		(40,000)	-	
			1,580,943	1,585,042
EQUIPMENT REPLACEMENT FUND				
Balance as at 1st April 2017		20,109	25,704	
Less: Transfer to General Accumulated Fund			(5,595)	
			20,109	20,109
CAPITAL PROJECTS FUND				
Balance as at 1st April 2017		119,050	119,050	
Add: Transfer from General Accumulated Fund		40,000	-	
			159,050	119,050
			£1,760,102	£1,724,201

ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2018

INCOME STATEMENT
for the year ended 31st MARCH 2018

	2018		2017	
	£	£	£	£
INCOME				
<u>Corporation Grants</u>				
London Borough of Croydon	14,120		14,120	
London Borough of Merton	24,105		48,207	
London Borough of Sutton	-		7,700	
Rural Payments Agency	9,049	47,274	9,091	79,118
<u>Licence Fees</u>				
M Hammond	16,516		4,670	
Mitchell and Butlers	12,586		9,000	
London Borough of Merton	40,000		-	
		69,102		13,670
<u>Miscellaneous receipts</u>				
Friends of Mitcham Common	-		80	
Sundries	773		1,088	
Bernard Dunne	-		1,498	
BAPS Fairsite licence	-		3,550	
Suez Communities	7,045		-	
Dave Eales	816		-	
Filmfixer	1,000		-	
London Borough of Merton	682		-	
Viridian Housing	2,200		-	
		12,516		6,216
Mitcham Golf Club Trustees		63,000		61,776
Dividends and Interest on investments		64,632		58,207
Wayleaves		5,407		767
		261,931		219,754
EXPENDITURE				
Fees and Expenses- Clerk to the Conservators	800		800	
Maintenance of Common	232,836		184,232	
Audit Fee and Accountancy	3,336		3,918	
Subscriptions	107		211	
Insurance	657		242	
Professional Fees	-		741	
Bank Charges	63		57	
Sundry Expenses	35		42	
Fair refund	814		490	
Suez Trust	-		810	
Redm Bent	440		-	
LUCA	200		-	
Service charge	940		-	
Overseas custody charge	260		-	
LEI Application	138		-	
		240,626		191,543
Surplus before sale of investments		21,305		28,211
Net (Loss)/Profit on sales of investments		(4,152)		(32,433)
Change in Market value of Investments		18,748		168,358
BALANCE TRANSFERRED TO GENERAL ACCUMULATED FUND		£35,901		£164,137

The financial statements were approved by the Board of Conservators on
on its behalf by:

and were signed

N.Draper
Chairman


12/09/19

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31st MARCH 2018

1 OBJECTS OF THE SCHEME

The scheme with respect to Mitcham Common and Beddington Corner was confirmed by The Metropolitan Commons (Mitcham) Supplemental Act 1891 and requires the Conservators to regulate and manage the Commons as a place of public resort (other lands included in the scheme were removed from it under the provisions of the Mitcham Urban District Council Act 1923).

2 ACCOUNTING POLICIESAccounting Convention

These financial statements have been prepared in accordance with Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The financial statements have been prepared under the historical cost convention.

Quoted Investments

Quoted Investments are stated at Market Value.

Dividends and Interest on Investments

Interest and dividends are accounted for on an accruals basis.

Other Income

Other Income is included in the period to which it relates.

Expenses

Expenses are recorded in the Financial Statements in the period in which they are incurred.

3 APB ETHICAL STANDARD- PROVISIONS AVAILABLE FOR SMALL ENTITIES

In common with many other businesses of our small size and nature we use our auditors to assist with the preparation of the financial statements.

MAINTENANCE OF THE COMMON
Year ended 31st March 2018

	2018 £	2017 £
<u>EXPENDITURE</u>		
<u>Employees</u>		
Salaries- Manager and Warden	100,390	99,340
Other duties	141	793
Estate Workers	-	25,067
<u>Transport</u>		
Petrol, Derv and Oil	568	606
Repairs and Maintenance of Vehicles	985	421
Hired Services	-	1,650
Transport SLA/Rech-Dir Non Std	3,953	3,006
Plant Hire for Leisure	1,200	-
Car/ Cycle Allowance- payroll	491	522
<u>Supplies and Services</u>		
Tree Work	5,215	3,895
Removal Rubbish/ Spoil	74,659	3,059
Electricity	329	(137)
Gas (Inc. Butane)	1,106	(13)
Use of Water (Metered)	136	119
Maintenance of grounds	17,363	10,962
Nature Conservation	13,330	16,104
BT equipment	2,115	-
Tools - Purchase	-	450
Stationery	-	13
Internal Printing	154	-
Print room costs	-	2
Consultancy	321	330
Miscellaneous expenses	1,434	671
Telephones- General	-	2,386
Telephones- Payroll	252	246
Telephones- Mobile	165	132
IT Hardware Purchase	455	-
Website Design and Maintenance	284	-
Accountancy and Administration- LBM	10,000	14,848
Total Expenditure	235,046	184,472
Miscellaneous Charges	(2,210)	(240)
TOTAL INCOME	(2,210)	(240)
<u>Net Expenditure recharged by London Borough of Merton</u>	<u>£ 232,836</u>	<u>£ 184,232</u>