

**REPORT OF THE COMMITTEE**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 APRIL 2019**  
**FOR**  
**BROXBOURNE SPORTS CLUB**

Connor Warin Limited  
Chartered Accountants  
Trinity House  
Sewardstone Road  
Waltham Abbey  
Essex  
EN9 1PH

**BROXBOURNE SPORTS CLUB**

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**For the Year Ended 30 April 2019**

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**BROXBOURNE SPORTS CLUB**

**CLUB INFORMATION**  
**For the Year Ended 30 April 2019**

**COMMITTEE CHAIR:** G Scanlon

**OFFICE:** Mill Lane Close  
Broxbourne  
Hertfordshire  
EN10 7BA

**INDEPENDENT  
EXAMINER:** T Applin FCA  
Connor Warin Limited  
Chartered Accountants  
Trinity House  
Sewardstone Road  
Waltham Abbey  
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## **BROXBOURNE SPORTS CLUB**

### **REPORT OF THE CHAIR** **For the Year Ended 30 April 2019**

A good year overall for the Sports Club; as well as some of our traditional events such as the volleyball, Halloween etc the introduction of the Lashings event and a Gin and Ale festival provided the club with a great opportunity to increase awareness of our fantastic sports ground and facilities. Membership has remained generally static although with some fluctuations over the Sections.

There have been many notable sporting achievements including great success in Hockey with both the Mens and Ladies teams being promoted to the National League and in Cricket the 1st team won the County Cup. The Squash 1<sup>st</sup> team won their cup and were runners up in the league. Also, Keith Timms has been named England over 35s captain and Amber Marshall reached number 2 in the country in women's racketball and won the East of England racketball tournament. Tennis saw a growth of 32 members (12%) on the previous year's figure. Adult membership has gone up by 28 members (19%) largely due to the arrangement with Ponsbourne Tennis Club to offer their members a temporary home while they look for new premises.

Our club could not operate without our small group of permanent staff and our great bar team. I would like to offer my sincere thanks to all of them:

- Our Administration Manager Teresa Weedon
- Our bar team led by Jill Marshall who, despite some challenges, continue to provide a high quality, professional service, stepping up when required and representing the club in the best way possible to visiting teams and their supporters.
- Our ground team of Dave Gadsden, Jamie O'Sullivan and Ray Watkins have done an exceptional job keeping the pitches, astroturf, tennis courts and the surroundings immaculate throughout the year. Many visiting teams, including the professionals within the Lashings team, have been very complimentary about our ground which is testament to the job carried out by Dave, Jamie and Ray.
- Also, Karen has again provided BBQs throughout the year and kept all our sections teams fed during their respective league seasons.

During the last year, financially, we have had to work hard to stay level. Essential repairs to the club house, which are not always visible to members but are vital to keeping the facilities usable, have needed to be completed which created a spike in building maintenance costs. Work carried out included new doors, NICC electrical testing and new shower pumps which all needed replacing or completing. Bar takings were down during 18/19 and we have had a close look at the month on month figures to try to address our declining revenues in this area. This year we are running more events throughout the year to try to redress the balance of costs versus income and are looking to make improvements to the bar area.

The committee are always looking at ways in which the club can raise more funds focussing mainly on the weekday hours to try to increase rentals. The introduction of walking football has been a great success with more sessions being planned. We are also looking for any opportunity that will provide a capital injection to allow us to plan some more ambitious development of the clubhouse; to that end we sent out a note to members on a possible new gym being built on the Tennis pavilion site operating as a shared facility. This project has unfortunately not progressed beyond the planning phase and has dropped away. We will continue to look at all possibilities to try to get some of our big-ticket items such as the car park resurfacing funded.

Members will have noticed we are on a fund-raising drive to provide disabled access and facilities at the club and we regard this as a very important project. We must become a more inclusive club and by getting a lift installed and changing/toilet facilities in the clubhouse we can start to host a range of disabled sports. Fund raising is going well and we have had some quotes for the first phase which is the lift. We will keep the members informed of plans and progress.

## **BROXBOURNE SPORTS CLUB**

### **REPORT OF THE CHAIR** **For the Year Ended 30 April 2019**

The focus of the committee during the next financial year will be to continue to deliver a great sporting facility, whilst developing a longer-term plan for creating the revenues required to enhance both our club house, the outside areas and the expansion of sports on offer. We will also continue to improve our communications; work has been done in this area on social media and on our website. The primary issue we are tackling is in encouraging people to use the channels available.

I would like to thank all members for their support and for getting involved in organising club functions; several of our events would not happen without the efforts of volunteers from the membership.

Finally, I would like to thank my fellow committee members for their selfless commitment and hard work in what at times can be a thankless task. If you would like to get involved in shaping the future of this great club, the nominations forms will be on the notice board ahead of the AGM.

## **BROXBOURNE SPORTS CLUB**

### **Statement of Responsibilities of the Members of the Committee for the Year ended 30 April 2019**

The members of the committee are required by the constitution of the club to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the club at the end of the year and of the results for the year then ended.

In preparing those financial statements, the members of the committee are required to select suitable accounting policies, as described on page 8, and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The members of the committee must also prepare the financial statements on a going concern basis unless it is inappropriate to presume that the club will continue in business.

The members of the committee are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the club and to enable them to ensure that the financial statements comply with the Community Amateur Sports Club regulations.

The members of the committee are also responsible for safeguarding the assets of the club and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The members of the committee confirm that they have complied with these requirements.

Approved by the Committee and signed on its behalf by:

.....  
G Scanlon  
Committee Chair

8 October 2019

## **REPORT OF THE INDEPENDENT EXAMINER TO THE MEMBERS OF BROXBOURNE SPORTS CLUB**

Independent examiner's report to the Members of Broxbourne Sports Club. I report on the accounts of the club for the year ended 30 April 2019, which are set out on pages 6 to 12.

### **Respective responsibilities of trustees and examiner**

The committee are responsible for the preparation of the accounts. The committee consider that an audit is not required for this year and that an independent examination is needed.

My work has been undertaken so that I might state to the Members those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Broxbourne Sports Club and the Members as a body, for my work, for this report, or for the opinions I have formed.

### **Basis of independent examiner's report**

An examination includes a review of the accounting records kept by the club 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 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**

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:

- accounting records were not kept in respect of the Club as required; or
- the financial statements do not accord with those records.

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 financial statements to be reached.

T Applin FCA  
Trinity House  
Sewardstone Road  
Waltham Abbey  
Essex  
EN9 1PH

Date:

**BROXBOURNE SPORTS CLUB**  
**Income and Expenditure Account**  
**YEAR ENDED 30 APRIL 2019**

	<b>Page</b>	<b>2019 £</b>	<b>2018 £</b>
Surplus on sports activities	10	64,727	82,848
Profit on bar	11	34,917	44,183
Other income	12	24,740	23,320
Administrative expenses	12	(125,055)	(120,414)
Surplus for the financial year		<u>(671)</u>	<u>29,937</u>
<b>Other reserve movements:</b>			
Transfers to sinking funds		<u>(11,700)</u>	<u>(50,000)</u>
<b>Surplus for the year</b>		<u>(12,371)</u>	<u>(20,063)</u>
Surplus/(deficit) brought forward		<u>20,744</u>	<u>40,807</u>
<b>Surplus/(deficit) carried forward</b>		<u><u>8,373</u></u>	<u><u>20,744</u></u>



**BROXBORNE SPORTS CLUB****Balance Sheet****YEAR ENDED 30 APRIL 2019**

		<b>2019</b>		<b>2018</b>	
	<b>Note</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Fixed assets</b>					
Tangible assets	3		59,285		56,762
<b>Current assets</b>					
Stocks		10,129		10,918	
Debtors	4	12,720		5,713	
Cash at bank and in hand:					
- Club accounts		93,133		117,907	
- Maureen Bealby Fund		5,152		5,152	
- R V Sam Trust Fund		10,094		10,094	
		<u>131,228</u>		<u>149,784</u>	
<b>Creditors: amounts falling due within one year</b>	5	<u>(67,997)</u>		<u>(63,866)</u>	
<b>Net current assets</b>			63,231		85,918
<b>Total assets less current liabilities</b>			<u>122,516</u>		<u>142,680</u>
<b>Creditors: amounts falling due after more than one year</b>	6		<u>(37,197)</u>		<u>(56,690)</u>
<b>Net assets/(liabilities)</b>			<u><u>85,319</u></u>		<u><u>85,990</u></u>
<b>Members accumulated funds:-</b>					
Maureen Bealby fund (Hockey)	7		5,152		5,152
RV Sam Trust Fund	7		10,094		10,094
Tennis improvement fund	7		23,400		11,700
Club improvements	7		38,300		38,300
Members general funds	7		8,373		20,744
<b>Total members funds</b>			<u><u>85,319</u></u>		<u><u>85,990</u></u>

These financial statements were approved by the committee on the behalf by:-

2019 and are signed on their

.....  
G Scanlon  
Committee Chairman

**BROXBOURNE SPORTS CLUB****Notes to the Financial Statements for the Year Ended 30 April 2019****1 ACCOUNTING POLICIES****Accounting convention**

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards.

**Turnover**

Turnover represents net invoiced sales of goods, excluding value added tax.

**Tangible fixed assets**

Depreciation is provided at annual rates in order to write off each asset over its estimated useful life.

**Depreciation**

Assets purchased are wherever possible charged against the surplus for the year, and are accordingly written off, without depreciation being required. Any grants received are taken into income in the year of receipt. In addition, a transfer of trading surplus is made to sinking funds, to facilitate the future replacement of major assets. When the replacement expenditure is incurred, the appropriate amount is transferred from the sinking fund to income in the year in which the expenditure is incurred.

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

**2 TAXATION**

No liability to UK corporation tax arose on ordinary activities for the year ended 30 April 2019 nor for the year ended 30 April 2018.

**3 Tangible fixed assets**

	<b>Land and buildings £</b>	<b>Plant and machinery £</b>	<b>Total £</b>
<b>Cost</b>			
As at 30 April 2018	858,557	80,620	939,177
Additions	-	9,300	9,300
	<u>858,557</u>	<u>89,920</u>	<u>948,477</u>
<b>Depreciation</b>			
As at 30 April 2018	802,056	80,359	882,415
Charge for the year	6,000	777	6,777
	<u>808,056</u>	<u>81,136</u>	<u>889,192</u>
<b>Net Book Value</b>			
As at 30 April 2019	<u>50,501</u>	<u>8,784</u>	<u>59,285</u>
As at 30 April 2018	<u>56,501</u>	<u>261</u>	<u>56,762</u>

**BROXBOURNE SPORTS CLUB****Notes to the Financial Statements for the Year Ended 30 April 2019****4 Debtors**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Other debtors	12,720	5,713
Accrued income	-	-
VAT refund	-	-
	<u>12,720</u>	<u>5,713</u>

**5 Creditors: amounts falling due within one year**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Greene King loan	9,414	9,414
LTA loan	6,720	3,360
Trade creditors	9,426	12,201
Taxation and social security	1,800	1,731
Other creditors	9,109	7,930
Tennis funds	856	856
Deferred income (including subscriptions in advance)	24,243	20,238
Accruals	5,114	5,528
VAT	1,315	2,608
	<u>67,997</u>	<u>63,866</u>

**6 Creditors: amounts falling due after more than one year**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Greene King loan	20,397	29,810
LTA loan	16,800	26,880
	<u>37,197</u>	<u>56,690</u>

**7 Members accumulated funds**

	<b>Tennis Improvement Fund</b>	<b>Club Improvement Fund</b>	<b>Maureen Bealby Fund</b>	<b>RV Sam Trust Fund</b>	<b>Members Funds</b>	<b>Total</b>
			<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Balance brought forward at 1 May 2018	11,700	38,300	5,152	10,094	20,744	85,990
Surplus for the year	-	-	-	-	(671)	(671)
Transfer between funds	11,700	-	-	-	(11,700)	-
	<u>23,400</u>	<u>38,300</u>	<u>5,152</u>	<u>10,094</u>	<u>8,373</u>	<u>85,319</u>
Balance carried forward as at 30 April 2018	23,400	38,300	5,152	10,094	8,373	85,319

**BROXBOURNE SPORTS CLUB****Detailed Sports Based Income and Expenditure for the Year Ended 30 April 2019**

	<b>2019</b>		<b>2018</b>	
	£	£	£	£
<b>Sectional income</b>				
Cricket	19,431		19,647	
Cricket grant income	7,649		2,887	
Cricket lashings income	8,983		12,567	
Hockey	46,765		56,195	
Squash	76,600		77,030	
Runners	1,572		1,416	
Tennis	39,699		38,614	
Tri club	3,470		3,270	
Junior and social	4,452		4,142	
		208,621		215,768
<b>Sectional expenses</b>				
Cricket	(9,361)		(8,325)	
Cricket lashings expenditure	(12,948)		(10,876)	
Hockey	(15,935)		(12,734)	
Squash	(11,897)		(10,808)	
Tennis	(2,863)		(3,627)	
Tennis grounds depreciation	(6,000)		(5,041)	
		(59,004)		(51,411)
		149,617		164,357
<b>Ground and sports facilities</b>				
Astro pitch hire income	14,076		14,275	
Ground hire income	2,826		2,026	
Ground and court expenses	(8,321)		(8,434)	
Ground wages	(77,102)		(70,970)	
Maintenance expenses	(10,467)		(12,920)	
Squash court maintenance	(4,972)		(4,444)	
Greene King loan interest	(930)		(1,042)	
		(84,890)		(81,509)
Surplus on sports activities		64,727		82,848

**BROXBOURNE SPORTS CLUB****Detailed Bar Profit and Loss for the Year Ended 30 April 2019**

	<b>2019</b>		<b>2018</b>	
	£	£	£	£
<b>Turnover</b>				
Bar receipts		239,707		247,820
<b>Cost of sales</b>				
Bar purchases		119,786		121,468
		<hr/>		<hr/>
<b>Gross profit</b>		119,921		126,352
<b>Other income</b>				
Gin Fest Income	4,208		-	
Function room	-		-	
Bar ticket sales	216		-	
Events	563		-	
Greene King rebate	8,899		6,828	
		<hr/>	<hr/>	
		13,886		6,828
<b>Expenditure</b>				
Gin Fest Expenses	4,232		-	
Bar salaries and wages	82,223		74,521	
Sky TV subscriptions	3,198		3,084	
Other bar expenses	9,236		11,392	
		<hr/>	<hr/>	
		98,889		88,997
		<hr/>		<hr/>
<b>Net profit</b>		34,917		44,183
		<hr/>		<hr/>

**BROXBOURNE SPORTS CLUB****Other Income and Administrative Expenses for the Year Ended 30 April 2019**

	<b>2019</b>		<b>2018</b>	
	£	£	£	£
<b>Other income</b>				
Receipts from room hire	15,968		14,440	
100 Club subscriptions	3,930		3,840	
100 Club prizes	(3,750)		(3,450)	
Bank interest earned	318		246	
Donations received	620		323	
Car park receipts	198		833	
Rental income - Everyones a Winner	6,600		6,600	
Other income	856		488	
		24,740		23,320

	<b>2019</b>		<b>2018</b>	
	£	£	£	£
<b>Administrative expenses</b>				
Cleaning costs	27,906		25,790	
Rent and rates	18,168		10,521	
Light, heat and power	7,512		10,649	
Insurance	8,775		8,267	
Pavilion, roads, etc maintenance	24,642		18,928	
Pension and medical insurance	-		-	
Irrecoverable vat	4,623		13,576	
Advertising	609		847	
Independent examiner's fee	3,650		3,600	
Depreciation	777		252	
Admin wages	19,372		18,552	
Telephone	1,946		2,163	
Printing, postage and stationary	172		13	
Computer costs	84		368	
Sundry expenses (staff exp and suspense)	1,351		1,075	
Fob expenses	-		990	
Legal and professional fees	1,630		1,309	
Bank and credit charges	3,838		3,514	
		125,055		120,414