

REPORT OF THE COMMITTEE AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 APRIL 2020
FOR
BROXBOURNE SPORTS CLUB

Brindley Millen Ltd
167 Turners Hill
Cheshunt
Hertfordshire
EN8 9BH

BROXBOURNE SPORTS CLUB

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for the Year Ended 30 April 2020

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BROXBOURNE SPORTS CLUB

CLUB INFORMATION

for the Year Ended 30 April 2020

COMMITTEE CHAIR:

G Scanlon

OFFICE:

Mill Lane
Broxbourne
Hertfordshire
EN10 7BA

INDEPENDENT EXAMINER:

Brindley Millen Ltd
167 Turners Hill
Cheshunt
Hertfordshire
EN8 9BH

BROXBOURNE SPORTS CLUB

REPORT OF THE CHAIR **for the Year Ended 30 April 2020**

Sports year 2019/20 was a good year for the Sports Club when all our sections performed well and, most importantly, grew in membership and interest. The positive approaches to promoting the club being made by all sections in their respective committees is reaping rewards with good progress in all sports. Particularly encouraging is the large number of junior and younger members joining the club. Keeping these age groups interested is a key factor in retaining them and in ensuring a bright future.

The coaching programmes across the sections are continually improving and the utilisation of social media is keeping everyone informed and engaged. A big thank you to all our coaches across Cricket, Hockey, Tennis and Squash/Racquetball for their efforts and the army of volunteers that help them manage the junior teams and sessions.

We organised several events before the current pandemic arrived which were all successful, great fun and created welcome additional revenue. The Gin festival, which was the largest we have organised, was a massive success with around 300 people attending and Tony Skeggs providing the entertainment.

During December we had 200+ Santas taking part in the annual dash at the club in association with Teens Unite and excellently organised by Lucy Kennedy.

The Peaky Blinders Christmas party and the New Year party were both great fun with some great costumes and good entertainment. I would like to thank all the volunteers who step forward to organise these events, they make a huge difference both in terms of bringing people together and income to the club.

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 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 grounds team of Dave Gadsden, Jamie O'Sullivan and Ray Watkins have done an exceptional job keeping the pitches, the astro turf, tennis courts and the surroundings immaculate throughout the year. Visiting teams including the professionals have been very complimentary about our ground and facilities, which is testament to the job carried out by Dave, Jamie and Ray.
- Karen has again provided BBQs throughout the year and kept all our sections' teams fed during their respective league seasons.

Whilst this report addresses the financial year 19-20 its impossible not to focus on the impacts of the Covid 19 pandemic and how we are managing the situation within the club.

Covid 19

The club along with the rest of the UK was effectively closed on the 23d March. Our thoughts and best wishes go out to those members that have been affected by Covid thus far, and we hope you all remain well and safe from this horrible illness going forward.

All our sports were affected, some worse than others. Hockey had not finished their season, Cricket lost half a season, Squash and Tennis were closed for a period with the latter being the first to reopen.

When Tennis resumed, we opened a temporary package to allow other sections to play tennis, this was hugely successful with many members joining tennis permanently or as an add on which is an additional membership option that has been created this year. The booking system worked very well and new friendships and competition was made between sections which is great for the clubs well being overall. Thanks to those who were directly involved in making this initiative work it really made a good summer for lots of people.

As the summer progressed all our sports returned, albeit with restrictions which have varied over time, dependant on Government and sporting organisations' guidance.

We formed a subcommittee during the pandemic to focus on our financial viability and successfully got funding from Government and other sources where we could. We reduced our running costs to a bare minimum putting all but two of our staff on the Government Job Retention scheme.

Additionally, we were fortunate to get a deal secured for the use of part of the car park during the day by builders working on the new Broxbourne School. This has helped massively, not interfering with the everyday running of the club, and has brought in more than £20k.

This whole focus allowed us to ride out the shut down and resume a restricted business, maintaining all of our permanent roles and indeed not losing any of our bar team.

A team of volunteers helped getting the building and bar ready for reopening and I would like to thank them all for their hard work and commitment. Fitting the external sanitisers, fencing and signage allowed us to open safely, and always adhering to government guidance.

The creation of the outside drinking area was a huge success and provided welcome income when needed, with the bar team adapting continually to the changing rules and members were able to enjoy some level of normality.

BROXBOURNE SPORTS CLUB

REPORT OF THE CHAIR **for the Year Ended 30 April 2020**

The pandemic remains and we will react to changing guidelines as they arise. We do foresee a financial challenge during the winter and early spring next year but hope that the work that we have done, and continue to do, will keep us in a viable position. Supplier prices have increased and we have additional costs associated with protective equipment and additional bar costs created through table service, as a result we are reviewing our bar prices and expect to increase prices in the near future.

Thank you to all the club staff, bar team and all members for your patience and adherence to what seem at times to be contradictory rules and regulations.

I would also like to thank those people that made donations to the club to help us through this crisis, also thanks to all of our members who backed our approach to managing the membership fees and showed their support by offers of paying early and in full etc. These moments demonstrate how important our club is to all of us and is appreciated.

Future Development

Despite the impact of the pandemic we continue to work on planning future developments at the club. These can be divided into two distinct categories:

- 1) **Club restructuring-** We have done a lot of work in the background this year on restructuring the club. This has become necessary as firstly our trust holders Barclays have changed their business model and no longer provide this service. Secondly, HMRC have changed the rules regarding how Community Amateur Sports Club (CASC) record our accounts splitting members' and non-members' income.

We formed a subcommittee to address this issue and they have investigated what the optimum operating model for the club should be considering the changes above and what benefits any prospective future model brings. We are working through the options now and will issue further briefings during the coming year leading to an EGM where we will present the proposed changes and the recommendation for approval.

- 2) **Developing the club infrastructure and sporting facilities-**

- a) **Padel Tennis-** We have, after a prolonged exchange, finally got a draft contract we believe we can agree to, which will allow the development of the two planned padel courts on the area currently occupied by court 11. Closely linked to this is the redevelopment of tennis courts 9 and 10, so far, we have had five quotes for resurfacing the courts and the provision of root barriers to protect them going forward. We will require external funding in the form of a loan to progress this work and are investigating options. There are obvious economies in getting both these works done at the same time and that is our objective. The total cost is not yet clear and will be defined by the scope of work and surfaces.
- b) The building infrastructure is creaking and pre pandemic we were looking at options to lift and expand the current balcony. This will create a much bigger and open area all on the same level with the bar having large opening doors onto an extended balcony which would go out to approximately the two bike bars in front of the club house. This area would be accessible by both slope for less able athletes and wheelchair users/visitors and stairs. The changing rooms underneath will be turned 90 degrees to face the pitch area, with one being a disabled athlete changing, shower and toilet facility. This will benefit all by increasing footfall and revenue in the bar and enable us to look at segregating the squash changing areas and expand the men's' and women's' changing areas for the team sports as well as providing a better viewing area for Padel, tennis and cricket. We are investigating the feasibility of carrying out this project and the costs and the options for funding. Should this project not be achievable in the foreseeable future, we will revert to the lift plan for providing access for wheelchair users We have had quotes for this but want to make sure we have a coherent plan for the future. We have some graphics being prepared by a member and will provide an update on progress on this shortly. In the very near term we will be replacing the worst windows in the club bar over the next month.

The focus of the committee during the next financial year will be to initially survive whatever constraints the pandemic creates and continue to deliver a great sporting facility. We will continue 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 options available.

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 for such a great club, the nominations forms will be available on the website during our virtual AGM.

BROXBOURNE SPORTS CLUB

STATEMENT OF RESPONSIBILITIES OF THE MEMBERS OF THE COMMITTEE
for the Year Ended 30 April 2020

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 financial 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 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 member of the committee confirm that they have complied with these requirements.

Approved by the Committee and signed on its behalf by:

Gary Scanlon
[Gary Scanlon \(Nov 16, 2020 09:17 GMT\)](#)
G Scanlon
Committee Chair

Date:

Nov 16, 2020

**INDEPENDENT EXAMINER'S REPORT TO THE CLUB MEMBERS OF
BROXBOURNE SPORTS CLUB**

Independent examiner's report to the committee of Broxbourne Sports Club

I report to the club members on my examination of the accounts of Broxbourne Sports Club for the year ended 30 April 2020.

Responsibilities and basis of report

As the Committee of the Club you are responsible for the preparation of the accounts in accordance with the requirements of Community Amateur Sports Club Regulations.

I report in respect of my examination of the Club's accounts carried out under section 145 of the Charities Act 2011 and in carrying out my examination I have followed all 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 Club as required; or
2. the accounts do not accord with those records; or

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.


[mwbrindley \(Nov 16, 2020 13:05 GMT\)](#)

Maurice Brindley BSc FCA
Brindley Millen Ltd
167 Turners Hill
Cheshunt
Hertfordshire
EN8 9BH

Date: Nov 16, 2020
Date:

BROXBOURNE SPORTS CLUB

INCOME AND EXPENDITURE ACCOUNT
for the Year Ended 30 April 2020

	Page	2020 £	2019 £
Surplus on sports activities	10	57,386	64,727
Profit on bar	11	21,095	34,917
Other income	12	20,622	24,740
Administrative expenses	12	(90,145)	(125,055)
		<hr/>	<hr/>
Surplus for the financial year		8,958	(671)
Other reserve movements:			
Transfers to sinking funds		(11,700)	(11,700)
		<hr/>	<hr/>
Surplus for the year		(2,742)	(12,371)
Surplus/(deficit) brought forward		8,373	20,744
		<hr/>	<hr/>
Surplus/(deficit) carried forward		<u>5,631</u>	<u>8,373</u>

BROXBOURNE SPORTS CLUB

BALANCE SHEET

30 April 2020

	Notes	2020 £	2019 £
FIXED ASSETS			
Tangible assets	3	52,376	59,285
CURRENT ASSETS			
Stocks		8,427	10,129
Debtors	4	13,410	12,720
Cash at bank and in hand			
- Club accounts		105,574	93,133
- Maureen Bealby Fund		5,152	5,152
- R V Sam Trust Fund		<u>10,094</u>	<u>10,094</u>
		142,657	131,228
CREDITORS			
Amounts falling due within one year	5	(76,333)	(67,997)
NET CURRENT ASSETS		<u>66,324</u>	<u>63,231</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		118,700	122,516
Creditors: amounts falling after more than one year	6	(24,423)	(37,197)
NET ASSETS		<u>94,277</u>	<u>85,319</u>
MEMBERS ACCUMULATED FUNDS:			
	7		
Maureen Bealby fund		5,152	5,152
RV Sam Trust fund		10,094	10,094
Tennis improvement fund		35,100	23,400
Club improvements		38,300	38,300
Members general funds		<u>5,631</u>	<u>8,373</u>
TOTAL MEMBERS FUNDS		<u>94,277</u>	<u>85,319</u>

Nov 16, 2020

The financial statements were approved by the committee on and were signed on its behalf by:

Gary Scanlon

[Gary Scanlon \(Nov 16, 2020 09:17 GMT\)](#)

G Scanlon
Committee Chairman

BROXBOURNE SPORTS CLUB

NOTES TO THE FINANCIAL STATEMENTS **for the Year Ended 30 April 2020**

1. ACCOUNTING POLICIES

Accounting convention

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

Turnover

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

Tangible fixed assets

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 the income in the year of receipt. In addition, as 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.

Depreciation

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

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 2020 nor for the year ended 30 April 2019

3. TANGIBLE FIXED ASSETS

	Land and buildings £	Plant and machinery £	Total £
COST			
At 1 May 2019	<u>858,557</u>	<u>89,920</u>	<u>948,477</u>
At 30 April 2020	<u>858,557</u>	<u>89,920</u>	<u>948,477</u>
DEPRECIATION			
At 1 May 2019	808,056	81,136	889,192
Charge for year	6,000	909	6,909
Eliminated on disposal	<u>-</u>	<u>-</u>	<u>-</u>
At 30 April 2020	<u>814,056</u>	<u>82,045</u>	<u>896,101</u>
NET BOOK VALUE			
At 30 April 2020	<u>44,501</u>	<u>7,875</u>	<u>52,376</u>
At 30 April 2019	<u>50,501</u>	<u>8,784</u>	<u>59,285</u>

4. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Other debtors	<u>13,410</u>	<u>12,720</u>
	<u>13,410</u>	<u>12,720</u>

BROXBOURNE SPORTS CLUB

NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 30 April 2020

5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Greene King loan	9,414	9,414
L T A loan	3,360	6,720
Trade creditors	-	9,426
Taxation and social security	1,772	1,800
Other creditors	20,202	9,965
Deferred income (including subscriptions in advance)	39,085	24,243
Accruals	2,500	5,114
VAT	-	1,315
	<u>76,333</u>	<u>67,997</u>

6. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2020	2019
	£	£
Greene King loan	10,983	20,397
L T A loan	13,440	16,800
	<u>24,423</u>	<u>37,197</u>

7. MEMBERS ACCUMULATED FUNDS

	At 1.5.19	Surplus for	Transfers	At
	£	the year	between	30.4.20
		£	funds	£
			£	
Tennis Improvement fund	23,400	-	11,700	35,100
Club Improvement fund	38,300	-	-	38,300
Maureen Bealby fund	5,152	-	-	5,152
RV Sam Trust fund	10,094	-	-	10,094
Members funds	8,373	8,958	(11,700)	5,631
	<u>85,319</u>	<u>8,958</u>	<u>-</u>	<u>94,277</u>

BROXBOURNE SPORTS CLUB**DETAILED SPORT BASED INCOME AND EXPENDITURE**
for the Year Ended 30 April 2020

	2020 £	2019 £
Sectional income		
Cricket	21,974	19,431
Cricket grant income	504	7,649
Cricket lashings income	-	8,983
Hockey	52,806	46,765
Squash	68,917	76,600
Runners	1,785	1,572
Tennis	42,917	39,699
Tri club	2,695	3,470
Junior and social	<u>7,575</u>	<u>4,452</u>
	199,172	208,621
Sectional expenses		
Cricket	(5,133)	(9,361)
Cricket lashings expenditure	-	(12,948)
Hockey	(23,748)	(15,935)
Squash	(10,479)	(11,897)
Tennis	(3,497)	(2,863)
Tennis grounds depreciation	<u>(6,000)</u>	<u>(6,000)</u>
	<u>(48,857)</u>	<u>(59,004)</u>
	150,315	149,617
Ground and sports facilities		
Astro pitch hire income	10,545	14,076
Ground hire income	3,127	2,826
Ground and court expenses	(8,066)	(8,321)
Ground wages	(81,279)	(77,102)
Maintenance expenses	(12,554)	(10,467)
Squash court maintenance	(4,047)	(4,972)
Greene King loan interest	<u>(655)</u>	<u>(930)</u>
	<u>(92,929)</u>	<u>(84,890)</u>
Surplus on sports activities	<u>57,386</u>	<u>64,727</u>

BROXBOURNE SPORTS CLUB

DETAILED BAR PROFIT AND LOSS
for the Year Ended 30 April 2020

	2020 £	2019 £
Turnover		
Bar receipts	215,640	239,707
Cost of sales		
Bar purchases	<u>113,433</u>	<u>119,786</u>
Gross profit	102,207	119,921
Other income		
Gin Fest income	10,439	4,208
Bar ticket sales	184	216
Events	1,291	563
Greene King rebate	<u>4,792</u>	<u>8,899</u>
	16,706	13,886
Expenditure		
Gin Fest expenditure	6,420	4,232
Bar salaries and wages	77,928	82,223
Sky TV subscriptions	3,070	3,198
Other bar expenses	<u>10,400</u>	<u>9,236</u>
	<u>97,818</u>	<u>98,889</u>
Net profit	<u><u>21,095</u></u>	<u><u>34,917</u></u>

BROXBOURNE SPORTS CLUB**OTHER INCOME AND ADMINISTRATIVE EXPENDITURE**
for the Year Ended 30 April 2020

	2020	2019
	£	£
Other income		
Receipts from room hire	12,428	15,968
100 Club subscriptions	-	3,930
100 Club prizes	-	(3,750)
Bank interest earned	266	318
Donations received	1,006	620
Car par receipts	370	198
Rental income – Everyone’s a Winner	6,050	6,600
Other income	<u>502</u>	<u>856</u>
	<u>20,622</u>	<u>24,740</u>
	2020	2019
	£	£
Administrative expenses		
Cleaning costs	24,777	27,906
Rent and rates	6,106	18,168
Light, heat and power	5,624	7,512
Insurance	9,515	8,775
Pavilion, roads, etc maintenance	8,901	24,642
Irrecoverable VAT	4	4,623
Advertising	692	609
Independent examiner’s fees	2,450	3,650
Depreciation	909	777
Admin wages	19,967	19,372
Telephone	1,740	1,946
Printing, postage and stationery	86	172
Computer costs	523	84
Sundry expenses (staff exp and suspense)	1,909	1,351
Legal and professional fees	1,770	1,630
Bank and credit charges	<u>5,172</u>	<u>3,838</u>
	<u>90,145</u>	<u>125,055</u>