

REPORT OF THE COMMITTEE AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 APRIL 2021
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 2021

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BROXBOURNE SPORTS CLUB

CLUB INFORMATION

for the Year Ended 30 April 2021

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 2021**

The last year 2020/21 has been severely affected by the Covid 19 pandemic; firstly, and most importantly, our thoughts and best wishes go out to those members and their families that have been affected by Covid thus far and we hope you all remain well and safe from this horrible illness going forward.

The impact on the club led to a year of interruption and change resulting in all sections losing valuable playing time. The rules and guidelines changed throughout the year, and I thank you all for your patience and, most importantly, your flexibility in accepting and adhering to the changes made to the operating processes within the club throughout this period.

The Committee's primary focus has been on the safety of our members and staff, whilst making sure that we stay financially stable throughout what has been a very unpredictable time. The financial stability of the club was helped massively during this period by the loyalty demonstrated by our members, continuing to pay memberships and itching to return as soon as each section was allowed. Finding our way through Government, Council and Sporting bodies' respective interpretations of rules and guidelines has been at times difficult but through the support of each sections' committees we were ready to go at every opportunity in every sport where and when we were allowed.

We opened a temporary tennis membership during the summer of 2020 which was positively received with numerous members of other sections joining and taking advantage of getting back to sport; this led to several lasting friendships and good sporting competition between sections who rarely mixed previously. We relaunched this initiative again following the second lockdown during the early part of 2021 with similar success.

Despite these pressures, 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. Our sections continue to thrive with the juniors in Cricket, Hockey and Tennis all very strong and the beginning of a Ladies Cricket team that we hope to field in leagues next summer; the lack of availability of the Squash courts due to the pandemic has not helped getting more juniors into squash and racquetball. 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 in particular the army of volunteers that help them manage the junior teams and sessions.

We organised several events during the year which, due to the pandemic, had to be moved forward into 2021. I would like to thank all the volunteers who stepped forward to organise these events. Booking, cancelling, rebooking, etc has not been an easy process and saving monies and deposits where possible has proved testing but most of our suppliers stood by us and we have managed to get most events in this summer. Social events make a huge difference to the dynamics of the club by both bringing people together and generating much needed income.

Club Employees

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 and coping with all the changes we have had to make throughout the year.
- Our grounds team of Dave Gadsden, Jamie O'Sullivan and Ray Watkins have done an exceptional job keeping the pitches, the astroturf, 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, when allowed, during their respective league seasons.

Finances

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. We have tracked down every avenue of funding available to us which has meant that we have remained financially stable and now have the necessary funds to continue with the plans to develop sports and access facilities at the club.

Club Development

The creation of the outside patio/bar area was a huge success and provided welcome income when needed; members were able to enjoy a level of normality with lighting and heating. It has created a focal point, helped us attract new members and provided a much more pleasant experience for everyone.

BROXBOURNE SPORTS CLUB

REPORT OF THE CHAIR **for the Year Ended 30 April 2021**

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 Clubs record their 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 9. Closely linked to this is the redevelopment of tennis courts 10 and 11. Planning for padel was rejected on the first application, due primarily to neighbours objecting to the roof; a secondary application has now been presented with the roof having been omitted.

Whilst there are obvious economies in getting both these works done at the same time, due to the delays in planning and the need to get courts 10 and 11 in play for the winter we have pushed ahead with that work with the contractor DOE and we are expecting a date for works to begin very shortly.

- b) **Lift Access and disabled facilities-** We have assessed several options for a lift to be installed at the club and have settled on a lift that will be bolted onto the outside of the building at the side of the emergency access area. Surveys have been carried out and, as we will require planning permission, we are now engaging with the appropriate authorities; we do not expect any issues to arise and will provide a completion date as soon as we have one.

We have also investigated and are getting quotes for a disabled changing area and toilet facility in the tennis hut which will allow us to start to offer sports to less able athletes, initially tennis.

Going Forward

The focus of the Committee during this next financial year will be to navigate our way through 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 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 of such a great club, nominations forms will be available on the notice boards and website during the AGM period.

BROXBOURNE SPORTS CLUB

STATEMENT OF RESPONSIBILITIES OF THE MEMBERS OF THE COMMITTEE
for the Year Ended 30 April 2021

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 \(Oct 11, 2021 09:09 GMT+1\)](#).....

G Scanlon
Committee Chair

Date: Oct 11, 2021

**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 2021.

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

[mwbrindley \(Oct 12, 2021 15:37 GMT+1\)](#)

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

Date: Oct 12, 2021

BROXBOURNE SPORTS CLUB

INCOME AND EXPENDITURE ACCOUNT
for the Year Ended 30 April 2021

	Page	2021 £	2020 £
Surplus on sports activities	10	19,992	57,386
Profit on bar	11	9,019	21,095
Other income	12	72,549	20,622
Administrative expenses	12	(95,639)	(90,145)
		<hr/>	<hr/>
Surplus for the financial year		5,921	8,958
Other reserve movements:			
Transfers to sinking funds		-	(11,700)
		<hr/>	<hr/>
Surplus for the year		5,921	(2,742)
Surplus/(deficit) brought forward		5,631	8,373
		<hr/>	<hr/>
(Deficit)/surplus carried forward		<u>11,552</u>	<u>5,631</u>

BROXBOURNE SPORTS CLUB

BALANCE SHEET

30 April 2021

	Notes	2021 £	2020 £
FIXED ASSETS			
Tangible assets	3	45,476	52,376
CURRENT ASSETS			
Stocks		11,570	8,427
Debtors	4	25,629	13,410
Cash at bank and in hand			
- Club accounts		187,047	105,574
- Maureen Bealby Fund		5,152	5,152
- R V Sam Trust Fund		<u>10,094</u>	<u>10,094</u>
		239,492	142,657
CREDITORS			
Amounts falling due within one year	5	(128,981)	(76,333)
		<u>110,511</u>	<u>66,324</u>
NET CURRENT ASSETS			
TOTAL ASSETS LESS CURRENT LIABILITIES		155,987	118,700
Creditors: amounts falling after more than one year	6	(55,789)	(24,423)
		<u>100,198</u>	<u>94,277</u>
NET ASSETS			
MEMBERS ACCUMULATED FUNDS:	7		
Maureen Bealby fund		5,152	5,152
RV Sam Trust fund		10,094	10,094
Tennis improvement fund		46,800	35,100
Club improvements		26,600	38,300
Members general funds		<u>11,552</u>	<u>5,631</u>
TOTAL MEMBERS FUNDS		<u>100,198</u>	<u>94,277</u>

The financial statements were approved by the committee on Oct 11, 2021 and were signed on its behalf by:

Gary Scanlon
Gary Scanlon (Oct 11, 2021 09:09 GMT+1)

G Scanlon
Committee Chairman

BROXBOURNE SPORTS CLUB

NOTES TO THE FINANCIAL STATEMENTS **for the Year Ended 30 April 2021**

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 2020	<u>858,557</u>	<u>89,920</u>	<u>948,477</u>
At 30 April 2021	<u>858,557</u>	<u>89,920</u>	<u>948,477</u>
DEPRECIATION			
At 1 May 2020	814,056	82,045	896,101
Charge for year	6,000	900	6,900
Eliminated on disposal	<u>-</u>	<u>-</u>	<u>-</u>
At 30 April 2021	<u>820,056</u>	<u>82,945</u>	<u>903,001</u>
NET BOOK VALUE			
At 30 April 2021	<u>38,501</u>	<u>6,975</u>	<u>45,476</u>
At 30 April 2020	<u>44,501</u>	<u>7,875</u>	<u>52,376</u>

4. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Other debtors	17,493	13,410
VAT refund	<u>8,136</u>	<u>-</u>
	<u>25,629</u>	<u>13,410</u>

BROXBOURNE SPORTS CLUB**NOTES TO THE FINANCIAL STATEMENTS - continued**
for the Year Ended 30 April 2021**5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021	2020
	£	£
Greene King loan	9,414	9,414
L T A loan	6,720	3,360
Barclays bounce back loan	2,500	-
Trade creditors	13,101	-
Taxation and social security	2,535	1,772
Other creditors	21,110	20,202
Deferred income (including subscriptions in advance)	70,751	39,085
Accruals	2,850	2,500
	<u>128,981</u>	<u>76,333</u>

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

	2021	2020
	£	£
Greene King loan	1,569	10,983
L T A loan	6,720	13,440
Barclays bounce back loan	47,500	-
	<u>55,789</u>	<u>24,423</u>

7. MEMBERS ACCUMULATED FUNDS

	At 1.5.20	Surplus for	Transfers	At
	£	the year	between	30.4.21
		£	funds	£
Tennis Improvement fund	35,100	-	11,700	46,800
Club Improvement fund	38,300	-	(11,700)	26,600
Maureen Bealby fund	5,152	-	-	5,152
RV Sam Trust fund	10,094	-	-	10,094
Members funds	5,631	5,921	-	11,552
	<u>94,277</u>	<u>5,921</u>	<u>-</u>	<u>100,198</u>

BROXBOURNE SPORTS CLUB**DETAILED SPORT BASED INCOME AND EXPENDITURE**
for the Year Ended 30 April 2021

	2021 £	2020 £
Sectional income		
Cricket	16,530	22,478
Hockey	27,861	52,806
Squash	37,069	68,917
Runners	1,952	1,785
Tennis	50,292	42,917
Tri club	-	2,695
Walking football	46	-
Junior and social	<u>3,102</u>	<u>7,575</u>
	136,852	199,172
Sectional expenses		
Cricket	(5,703)	(5,133)
Hockey	(9,776)	(23,748)
Squash	(4,491)	(10,479)
Tennis	(1,196)	(3,497)
Tennis grounds depreciation	<u>(6,000)</u>	<u>(6,000)</u>
	<u>(27,166)</u>	<u>(48,857)</u>
	109,686	150,315
Ground and sports facilities		
Astro pitch hire income	3,050	10,545
Ground hire income	1,072	3,127
Ground and court expenses	(4,514)	(8,066)
Ground wages	(75,509)	(81,279)
Maintenance expenses	(10,448)	(12,554)
Squash court maintenance	(3,053)	(4,047)
Greene King loan interest	<u>(292)</u>	<u>(655)</u>
	<u>(89,694)</u>	<u>(92,929)</u>
Surplus on sports activities	<u><u>19,992</u></u>	<u><u>57,386</u></u>

BROXBOURNE SPORTS CLUB**DETAILED BAR PROFIT AND LOSS**
for the Year Ended 30 April 2021

	2021 £	2020 £
Turnover		
Bar receipts	109,976	215,640
Cost of sales		
Bar purchases	<u>59,441</u>	<u>113,433</u>
Gross profit	50,535	102,207
Other income		
Gin Fest income	-	10,439
Bar ticket sales and sundry income	212	184
Events	-	1,291
Greene King rebate	<u>3,253</u>	<u>4,792</u>
	3,465	16,706
Expenditure		
Gin Fest expenditure	-	6,420
Bar salaries and wages	37,630	77,928
Sky & BT TV subscriptions	1,596	3,070
Other bar expenses	<u>5,755</u>	<u>10,400</u>
	<u>44,981</u>	<u>97,818</u>
Net profit	<u><u>9,019</u></u>	<u><u>21,095</u></u>

BROXBOURNE SPORTS CLUB**OTHER INCOME AND ADMINISTRATIVE EXPENDITURE**
for the Year Ended 30 April 2021

	2021	2020
	£	£
Other income		
Receipts from room hire	780	12,428
Bank interest earned	83	266
Grants and donations	45,198	1,006
Car par receipts	20,892	370
Rental income – Everyone’s a Winner	4,950	6,050
Other income	<u>646</u>	<u>502</u>
	<u>72,549</u>	<u>20,622</u>

	2021	2020
	£	£
Administrative expenses		
Cleaning costs	9,818	24,777
Rent and rates	3,092	6,106
Light, heat and power	3,701	5,624
Insurance	11,142	9,515
Pavilion, roads, etc maintenance	31,959	8,901
Irrecoverable VAT	72	4
Advertising	747	692
Independent examiner’s fees	2,850	2,450
Depreciation	900	909
Admin wages	19,665	19,967
Telephone	1,468	1,740
Printing, postage and stationery	105	86
Computer costs	2,947	523
Sundry expenses (staff exp and suspense)	716	1,909
Legal and professional fees	170	1,770
Bank and credit charges	<u>6,287</u>	<u>5,172</u>
	<u>95,639</u>	<u>90,145</u>