

Cavendish Fields Sports Association
ANNUAL REPORT AND ACCOUNTS 2021

Trustees, Officers and Advisors

ADVISERS:

Bankers:

Nat West
19 Dale Road
Matlock
DE4 3YA

Solicitors: Heny Loveday and Keighley

Crown Chambers,
6 Bank Road,
Matlock,
DE4 3AQ

Auditors:

N/A

Insurance Brokers:

Peak Insurance Services Limited
24 Bakewell Road
Matlock
DE4 3AU

Charity Trustees & Management committee

T Hubbard
S Brown
K Brown
G Leech
J Taylor

Individuals who serve on the committee who are not trustees:

S Wain
N Jenks
N Hubbard

Management Committee and Sub committees as at 21 July 2021

Officers

Chair – T Hubbard
Vice Chair – S Brown
Treasurer – J Taylor
Communications Officer – N Hubbard
Pitch and ATP Bookings – N Hubbard
Head Grounds keeper (& assistant grounds keeper) – S Wain

ANNUAL REPORT FOR THE YEAR ENDED 31 AUGUST 2011

The Trustees of CFSA present their annual report for the year ended 31 August 2021 under the Charities Act 1993, together with the audited accounts for the year, and confirm that the latter comply with the requirements of the Act, the Trust Deed and the Charities SORP 2005.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The organization is a charitable association, registered Charity number 1084888 and is established under a Memorandum of Association which detail the objects and powers of the charitable company and is governed under its Articles of Association. Formal links in the past four years have been established with Matlock Town FC and Matlock Town Juniors FC, (MTJFC) this link has been established to ensure the management and ongoing running of the facility is safeguarded. As such the committee work with MTJFC closely and is the venue where all MTJFC home matches are played.

Appointment of Management Committee

The charity trustees for the purposes of charity law are also members of the Management Committee. Members of the Management Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

Trustee Induction and Training

Most trustees are already familiar with the practical work of the charity having been engaged with the facility through participation in the activities there.

In the future, new trustees will be invited and encouraged to attend a series of short training sessions (of no more than an hour) to familiarise themselves with the charity and the context within which it operates. These will be led by the Chair of the Management Committee or his designated deputy. These training session will include:

- The obligations of Management Committee members.
- The main documents which set out the operational framework for the charity.
- Resourcing and the current financial position as set out in the latest published accounts.
- Future plans and objectives.

Organizational Management

The management committee regularly meets and reviews Policy and procedures to make recommendations to the Trustees. The Trustees meet regularly to discuss progress and vote on any recommendations made.

The more traditional business and organizational skills are well represented on the Management Committee. In an effort to maintain this broad skill mix, members of the Management Committee are requested to provide a list of their skills (and update it each year) and in the event of particular skills being lost due to retirements, individuals are approached to offer themselves for election to the Management Committee.

Risk Management

The Trustees are responsible for the management of the risks faced by the organisation. Detailed considerations of risk are delegated to the Management Committee Team. Risks are identified, assessed and controls established throughout the year.

A formal review of the charity's risk management processes is undertaken on an annual basis.

The key controls used by the charity include:

- formal agendas for all Committee and Board activity;
- detailed terms of reference for all Committees;
- comprehensive strategic planning, budgeting and management accounting;
- formal written policies;
- an awareness of CRB policy and an adherence to those guidelines.

Through the risk management processes established by the association, the Trustees are satisfied that the major risks identified have been adequately mitigated where necessary. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

AIMS, OBJECTIVES AND ACTIVITIES

The core activity at the facility remains football, and the CFSA remains committed to this working with MTJFC from the beginning of next season (September 2021). We also work closely with the North Derbyshire Youth Football League (NDYFL) as one of their designated Super Centre's for mini soccer – 7 to 10 year olds. However, one of the aims of the management committee is to provide an area for the local community to enjoy and utilise in areas away from football. The Trustees current Strategic Plan will be reviewed on a regular basis. We are working closely with the Football Foundation and have grants to improve the grass pitches. We also still have Matlock Town Band using the room for their practice sessions.

The committee has short and medium term aims and goals for the facility.

The short-term aims include:

Increase the number of Trustees bringing addition skill sets to the organization;

Repairing the ATP fencing

Improving the car park approach road

Improve drainage across all pitches in particular the far end of the site

The medium term aims include:

Improve further 2 of the main full size pitches

Refurbish the ATP with a 3G surface

Refurbish the front of the pavilion to a community space

Chairman's Statement

The facility has managed to do well in the last 12 months given the many issues with COVID. We are looking forward to the reopening of the season and to football returning. The last 12 months has proven how valuable an asset the fields are not just for football but also as an area for recreation and enjoyment by the wider community.

Charitable Objectives

Our objective as a charity is to provide high quality football pitches to our users and also a training facility for many sports. The fields are also to be enjoyed by the wider community.

Mission Statement

To lead and engage the local community in adopting a healthy lifestyle by providing access to quality facilities, equipment and services to enable participation in recreational activities.

Principal activities of the year

The principal activities for the year were to improve the quality of the facilities and pitches

Volunteers

The Trustees would like to take this opportunity to say how much we appreciate the continuing support of the volunteers and local businesses valuable support for our work.

REVIEW OF ACHIEVEMENTS AND PERFORMANCE

The quality of the pitches has improved this year. However COVID has prevented much football usage. The fields have however been very well used by the local community

The ATP remains very popular with people of all ages, as do the grass pitches.

The collaboration with Matlock Band who are using part of CFSA pavilion as a Practice room is ongoing.

Fundraising

The bulk of the income for the facility remains the football pitch rental, however a significant income is now obtained from the kitchen. Several events throughout the year also raise revenue for the CFSA.

FINANCIAL REVIEW AND RESULTS FOR THE YEAR

Reserves policy

CFSA has a reserve policy or sinking fund to replace the All Weather carpet after several years of usage.

ACCOUNTING AND REPORTING RESPONSIBILITIES

Cavendish Fields Sports Association - Accounts - 2022-23

	£	£
Income	2022/23	2021/22
Grass Pitch Hire	9,491.00	10,319.75
ATP Hire	11,220.00	9,797.00
Kitchen	3,095.00	3,745.00
Donations	6,779.86	0.00
Room hire	2,621.00	0.00
Bank Interest	352.79	20.24
Grants	1,250.00	34,676.00
Total	34,809.65	58,557.99

Expenditure		
Pitch maintenance	27,253.38	6,899.91
Electricity	3,296.80	3,174.22
Rent	2,547.38	2,426.09
Car Park	1,380.00	13,359.32
Waste Disposal	1,058.85	1,275.30
Internet	820.80	722.56
Equipment	117.60	201.91
Cleaning	2,118.35	2,100.95
Insurance	2,330.30	1,190.89
Repairs	5,268.64	2,000.62
Water Boilers	1,853.05	889.78
Consumables	258.72	244.03
Water	2,339.17	2,435.42
Total	50,643.04	36,921.00

Surplus	-15,833.39	21,636.99
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Balance sheet

Bank	50,196.22	65,804.89
Debtors	964.00	849.00
Net Assets	51,160.22	66,653.89
Creditors	858.82	519.10
Net Liabilities	858.82	519.10

Net	50,301.40	66,134.79
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Reserves		
Prior Year	66,134.79	44,497.80
Surplus	-15,833.39	21,636.99
Carried forward	50,301.40	66,134.79

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