

**Report of the Trustees and**  
**Unaudited Financial Statements**  
**for the Year Ended 30 September 2020**  
**for**  
**Swallows Of Helston Gymnastics Club**

Atkins Ferrie Chartered Accountants  
Lakeside Offices  
The Old Cattle Market  
Coronation Park  
Helston  
Cornwall  
TR13 0SR

**Contents of the Financial Statements**  
**for the Year Ended 30 September 2020**

	<b>Page</b>
<b>Report of the Trustees</b>	1 to 7
<b>Independent Examiner's Report</b>	8
<b>Statement of Financial Activities</b>	9
<b>Balance Sheet</b>	10
<b>Notes to the Financial Statements</b>	11 to 18
<b>Detailed Statement of Financial Activities</b>	19 to 20

## **Swallows Of Helston Gymnastics Club**

### **Report of the Trustees** **for the Year Ended 30 September 2020**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 September 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

The principal objective of the charity is to provide facilities for young people to undertake gymnastic activities in order to promote their physical education and development.

In setting our aims and objectives the Trustees have given consideration to the Charity Commission's guidance on public benefit and have complied with their duty in section 17 of the Charities Act 2011. All the charitable activities are to offer public access to high quality gymnastics training in West Cornwall. This objective is delivered through various levels from recreational, amateur and advanced level classes. The aim is to allow interested individuals to develop their potential as well as promote their physical well-being. The charity also works closely with schools to promote gymnastics and physical exercise.

In setting our objectives and planning our activities, the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit and in particular to its supplementary public benefit guidance on advancing education and on fee-charging.

##### **Significant activities**

The objectives of the charity are delivered through a comprehensive programme of gymnastic training classes covering a multitude of age groups and abilities. Classes are also geared towards gymnastics as a recreational activity as well as a competitive sport.

##### **Volunteers**

One thing is still very clear and that is without volunteers (both coaches and Trustees), the charity would have difficulty in delivering a low-cost activity for the community and schools, and our thanks goes to those providing this service. Thanks also goes to those parents that contribute regular financial support by allowing their children to participate.

##### **How our activities deliver Public Benefit**

The charity carries out a wide range of activities in pursuance of its charitable aims. The Trustees consider that these activities, summarised below, provide benefit to those who train with the club and the wider community.

##### **Gymnastic Activities**

The charity operates a number of different classes in order to give access to young people of all ages and abilities. The Covid-19 Pandemic has led to changes within the class base so that the club can now offer both online and facility classes, ensuring that during periods of lockdown and training restrictions that all members can still join a class.

Toddlers classes - these are held as a drop in session for those aged up to 3 years old. The sessions are not structured and allow those attending free play to engage with the sport. These sessions then feed into the pre school classes when they are 3 years old.

Pre School Training - the charity offers training sessions for children from when they start walking, up until they attend school full time. These sessions introduce them to the soft play equipment and teach them basic coordination, improve confidence and help general development in a specialised safe environment.

Recreational classes - these are held for both boys and girls of school age with a wide range of abilities and they combine fitness and fun. They are held to encourage children to attend and develop their basic gymnastic skills. There is no pressure of competition although the charity rewards the children's improvements with Proficiency badges and awards. The sessions provide a good grounding for other sporting activities. The club holds annual recreational competitions for those children to take part, giving them a focus for their training.

Competitive - the charity has three levels of competition; Novice, Intermediate and County + level. Those who have gymnastic potential are invited to participate in competitive training which requires a commitment of between 1 and 25 hours per week depending on the level at which they are competing. The charity regularly holds competitions at the gym in Helston but also encourages the gymnasts to take part in competitions throughout the UK. The difficulty that the charity faces is the cost that the families face in their children attending competitions throughout the region and nationally as travel costs can be significant. Funding has become available from Cornwall Sports Partnership for assistance with such costs.

## **OBJECTIVES AND ACTIVITIES**

Adult and teenage classes - adult and teenage classes are included within the timetable which cater for everyone over the age of 16. Many participants in these classes have never had the opportunity to participate in gymnastics training while at school. All members are encouraged to develop at their own pace and within their levels of fitness and flexibility.

Parent training- sessions are offered termly to allow parents to attend sessions with their children to learn the basics of gymnastic coaching and to build an understanding of the sport. Some parents have chosen to become volunteers at the club based on their enjoyment of attending these sessions.

Disability classes - the club's recent Makaton Friendly status and further disability training for staff has allowed the club to offer an inclusion program to all disability members from toddler to adult age, within the current training time table.

### **Community Activities**

In addition to the gymnastic training for their members, the charity also plays a greater role throughout the local region in order to promote physical health and fitness to members of the public.

Schools - the club has an active role in promoting the charity and its facilities to local schools and to improve relationships with them. The schools programme is designed to deliver the National Curriculum to children of primary school age. The coaches deliver a 6-week National Key Steps programme to the schools either in school or in the Swallows gym. Many rural schools choose to come to the gym where the students are able to benefit from the use of specialised equipment. The programme gives access to qualified coaches to all children including those who might otherwise not be able to benefit. Although the charity charge a fee to the schools to help cover costs, on many occasions these services are provided at a loss to the charity as the Trustees are aware of the additional benefits that it brings which are in line with its objectives.

## Swallows Of Helston Gymnastics Club

### Report of the Trustees for the Year Ended 30 September 2020

#### **ACHIEVEMENT AND PERFORMANCE**

##### **Charitable activities**

##### **Chairman's Report**

The year started immensely busy with the opening of the new training pit and inclusive training program in the later part of 2019. Membership numbers continued to grow with club memberships but also more ties with local community groups and schools. The Covid -19 Pandemic in March 2020 saw the club close its doors due to Government and British Gymnastics restrictions until 1st August 2020. The return to the gym had a very slow start with a lack of confidence in returning to sport with yet another Covid -19 wave almost upon us. By October, the timetable had begun to resume to normal and we saw a steady increase in class numbers as parents' confidence grew and children returned to school. This financial year is probably one of the most challenging faced by the club in its entire history.

##### Trustees

The club has continued to run with a small team of 4 board members (reduced to 3 members from 1 September 2020 when Clare Baxter resigned). Clare Baxter continued to work to help raise funds for the new pit facility to enable the club to offer fully inclusive gymnastics session to all. However due to family commitments and the birth of her 5th child, she decided to stand down as a committee member but will still help with fund raising.

The Board's focus for the first part of the year was on concentrating on utilizing the new training pit and building the inclusivity pathway alongside the general gymnastics' membership. The pandemic saw the trustees face their most difficult task in sustaining the club's future whilst it was forced to close for 5 months of the year.

##### Community

The Pandemic saw the short-term closure of the club's support to local schools through the Key Step support coaching programme at local primary school. The sessions had proven hugely popular with many schools returning in following terms and the charity had begun to seek new opportunities to expand this service in the local community.

Both male and female competition level gymnasts had excelled in local, regional and even national competitions, ensuring the charity's reputation for providing outstanding gymnastics training is enhanced, in the first part of the year. The pandemic saw the cancellation of all competitions and sporting events.

##### Staffing

Edy Bratu, head coach and HPC, continues to provide high quality coaching to the male gymnasts and his dedication and skilful coaching methods have seen some of the boy's challenge for national honours. Edy is amongst the most highly qualified male artistic gymnastic coaches in the South West area and his expertise is a real asset to the club.

In order to support the coaches, the charity has increased the number of volunteer coaches available who provide assistance to classes of all abilities under the direction and guidance of the coaches themselves. This is seen as good personal development for our teenage gymnasts, many of whom are becoming volunteers as soon as they are eligible. With the club's disability pathway in place, a small number of dedicated volunteers provide 1:1 support for those members so that they can take part in normal training sessions. From March 2020, sadly volunteers were temporarily restricted in assisting at the club until Covid -19 measures allowed.

The staff have shown real dedication and support to the club during such a difficult year. They accepted and took on board the new Job Retention Scheme and when asked to return to work in August gave 110% to make sure that the gym was ready to reopen and safe for our members to return to train. It was a steep learning curve in terms of new training regulations, as well as ever changing Health and Safety policy.

The trustees recognise that the conscientious and dedicated approach to coaching shown by all staff is essential to the charity's continued success and would therefore like to express their gratitude to all involved.

### **Members**

The charity had progressively managed an increase in membership in the first part of the financial year with up to 300 gymnasts at any one time, spread over all ages from pre-school to young adults, with further drop-in members also. Once the club reopened in August 2020 after the first lockdown, sadly membership numbers had halved, but due to the dedication of the staff, numbers did begin to increase again. The club has faced some difficult times over the years at The Gunsmiths and certainly the Pandemic was something that the club had never faced before. It is rewarding to see that with the hard work of the trustees and staff in terms of working to rebuild the club with investment and commitment, with staff training, improved facilities and building links with the community, that the club has come through Covid-19, where sadly some clubs have not.

### **Charitable activities**

The club's hard work during the first part of the financial year showed excellent progress in terms of membership numbers and results and is a clear indication that the business model in place with the disabled pathway, improved facilities and recognition with British Gymnastics is correct. The improvements made certainly assisted the club whilst it was forced to close due to Covid -19 for 5 months. Whilst a return to the gym was slow in August 2020, with membership confidence those numbers began to increase and return.

### **Summary**

Despite the Pandemic, the club has survived and maintained a good base of membership upon which to rebuild again in 2020/21. We believe that the club has continued to sustain its reputation as an excellent facility within the county. Its prestige for boys' competitive gymnasts within the SW and nationally, gives the club kudos as a gymnastics facility for both members and staff, maintaining membership numbers and waiting lists. Continued member support with renewed drive has helped to bring improvements to the facilities and the charity in general and carry us through a very difficult year. Community and Council has also been forthcoming both in the form of financial support via funding and grants, which the club is sincerely grateful for.

### **FINANCIAL REVIEW**

#### **Principal funding sources**

The principal operational funding sources for the charity are currently by way of training fee income from club members.

#### **General Review**

Total funds of the charity are £130,261 (2019: £105,469). Unrestricted funds total £128,448 (2019: £103,407) and restricted funds total £1,813 (2019: £2,062).

The net surplus for the year as set out on the Statement of Financial Activities was £24,792 (2019 net surplus: £12,553).

The Trustees are confident that the results for the year ending 30 September 2021 will continue to show improvement.

#### **Reserves policy**

It is the trustees' aim to retain sufficient liquid funds to affect the smooth winding down of the charity and settlement of outstanding debts and commitments. To put this into monetary terms the target is that free reserves are maintained at approximately £37,500, being at least one quarter's overheads. This level of reserves should provide enough of a cushion to administer a potential winding down of the charity. This is a minimum and ideally free reserves will accumulate to higher levels.

At 30 September 2020 the free reserves of the charity are £80,422 (2019: £47,904). This is above target and the trustees will continue to make efforts in boost incoming funds and fundraising activities. It is crucial that the trustees maintain strict financial controls during 2020/21.

#### **FUTURE PLANS**

2020/21 will be another challenging year in the current financial climate but the Trustees are confident that the charity is in a better position to remain an effective business model.

In terms of numbers, the charity remains the biggest club in Cornwall and is well positioned to become a strategic centre for gymnastics. This strategic role is vital if the charity is to attract substantial funding for any development or new build. The Trustees will continue to look carefully and thoughtfully at the range of activities that the charity provides (both within the gym and in terms of outreach work); new partnerships; marketing and publicity (both within the gym and beyond); grant funding opportunities; and customer care. This last issue continues to be vital as the charity has to provide a quality service for all its young gymnasts and their parents and all its other users.

## **Swallows Of Helston Gymnastics Club**

### **Report of the Trustees** **for the Year Ended 30 September 2020**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is a charitable company limited by guarantee (No: 04237068) and was incorporated on 19 June 2001.

Swallows of Helston Gymnastics Club is a registered charity (No: 1088122). Its objects and powers and other constitutional matters are set out in its Memorandum and Articles of Association. It is run by a Board of Directors who act as Trustees of the Charity.

##### **Recruitment and appointment of new trustees**

The Memorandum and Articles of Association govern the basics on appointment of trustees and terms of office. Within the charity the following procedures are in place:

- a) Trustees must be nominated using the appropriate nomination form SW-No1. The form must be signed by the proposer and prospective trustee, both must be members.
- b) Trustees - can be co-opted but should be endorsed at an Executive Meeting before they take office.
- c) Trustees are normally sourced from within the membership but may be invited from other institutions such as the Town & County Councillors or organisations that are members of Swallows under their membership rules.

##### **Organisational structure**

The members of the charity elect trustees of the charity for a term of three years.

The charity has a line management structure with the Chairman taking final decisions if a decision is in dispute. Below this tier are the Admin Sub-Committee (ASC) and Operations Sub-Committee (OSC). The ASC is the No. 1 sub-committee responsible for implementing the charity's policies, in particular employment policies. The OSC is the No.2 sub-committee with responsibility for day to day running including Health & Safety issues. Both committees have Terms of Reference and are required to report back to the monthly Executive Committee.

The charity employs a Head Coach and an Administrator to implement and manage the policies of the charity as determined by the Trustees.

Staff have control over the immediate day to day running of the Coaching and gymnastic element as well as cleaning, stationery and purchasing of relevant materials/training courses within a budget. All cheques are signed by two trustees and fiscal matters are monitored by the treasurer.

Emergency situations are managed on a needs basis but usually result in the Head Coach or Administrator telephoning one of the trustees.

##### **Induction and training of new trustees**

Once elected, trustees receive an induction from the Chairman or nominated trustee. They are given the "Trustees' Manual" to look through which covers all aspects of being a trustee including the "Trustee Terms of Reference" document. They are also invited to comment on the usefulness of the Trustees' manual. In addition they are given a copy of the Charity Commission booklet CC3 "The essential trustee: what you need to know and what you need to do". For the most part trustees are not given a key role until they have settled in.

##### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The charity, in common with all organisations is open to financial and operating risks. The trustees continually review these risks and implement systems designed to mitigate those risks.

Risks have been examined and identified as:

##### **a) Financial**

The trustees are consulted and kept fully informed of the charity's financial situation at the monthly meetings, and their approval is sought and obtained for all major decisions including budgeting and expenditure.

The annual report includes a set of accounts examined by the charity's accountants Atkins Ferrie, which the Trustees are satisfied reflects the true position of the charity's finances.

The Trustees have examined the charity's reserves and they confirm they have sufficient free reserves to sustain future operations.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **b) Investment**

The charity has no reserves used as investments.

### **c) Business/Commercial**

Services are carefully costed and budgeted against annual fee income.

Commercial decisions on any outlay of the charity's resources on fundraising events are first evaluated by senior managers and reported to the trustees and outlay would only be approved on the basis of very sound propositions.

The charity holds Public Liability Insurance of up to £2,000,000.

### **d) Health and Safety**

The charity is very conscious of its duty of care to its clients, members of staff and members of the public, and all staff are required to regularly undertake training in Health and Safety procedures and comprehensive Risk Assessments on current working practices are regularly carried out and reviewed.

### **e) Personnel**

The charity complies with accepted good practice and standard scrutiny of staff, including the taking up of two references, DBS, police and other appropriate checks etc., particularly when staff are working with children.

## **REFERENCE AND ADMINISTRATIVE DETAILS**

### **Registered Company number**

04237068 (England and Wales)

### **Registered Charity number**

1088122

### **Registered office**

The Gunsmiths  
Water Ma Trout  
Helston  
Cornwall  
TR13 0LW

### **Trustees**

Mr C Perry Retired Teacher  
Mrs S E Bangay Treasurer  
Mrs T M Bullen Chartered surveyor  
Mr J Standing Trustee (resigned 1.9.2020)  
Miss C Baxter Trustee (resigned 1.9.2020)

Positions held by Trustees within the organisation:

Chairman: Mrs T M Bullen

Treasurer: Mrs S E Bangay

### **Independent Examiner**

Thomas Tripp FCCA, ACA  
Atkins Ferrie Chartered Accountants  
Lakeside Offices  
The Old Cattle Market  
Coronation Park  
Helston  
Cornwall  
TR13 0SR



**Swallows Of Helston Gymnastics Club**

**Report of the Trustees**  
**for the Year Ended 30 September 2020**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Bankers**

HSBC Bank plc  
2 Coinagehall Street  
Helston  
Cornwall  
TR13 8DZ

**Solicitors**

Foot Anstey LLP  
High Water House  
Malpas Road  
Truro  
Cornwall  
TR1 1QH

**TRUSTEES' RESPONSIBILITY STATEMENT**

The trustees (who are also the directors of Swallows Of Helston Gymnastics Club for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on ..... and signed on its behalf by:

X  X

Mrs T M Bullen - Trustee

**Independent examiner's report to the trustees of Swallows Of Helston Gymnastics Club ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 September 2020.

**Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



Thomas Tripp FCCA, ACA  
Atkins Ferrie Chartered Accountants  
Lakeside Offices  
The Old Cattle Market  
Coronation Park  
Helston  
Cornwall  
TR13 0SR

Date: .....

29<sup>th</sup> September 2021.

**Swallows Of Helston Gymnastics Club**

**Statement of Financial Activities**  
**(Incorporating an Income and Expenditure Account)**  
**for the Year Ended 30 September 2020**

		Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
	Notes				
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	3	6,911	-	6,911	1,987
<b>Charitable activities</b>					
Training		79,049	-	79,049	109,255
Club Memberships		390	-	390	5,231
Competition Entry		2,492	-	2,492	2,576
Other trading activities	4	6,571	-	6,571	7,951
Investment income	5	87	-	87	109
Other income	6	<u>45,472</u>	<u>-</u>	<u>45,472</u>	<u>-</u>
<b>Total</b>		<b>140,972</b>	<b>-</b>	<b>140,972</b>	<b>127,109</b>
<b>EXPENDITURE ON</b>					
Raising funds		165	-	165	2,683
<b>Charitable activities</b>					
Training	7	114,412	249	114,661	110,466
Competition Entry		1,354	-	1,354	1,407
		<u>115,931</u>	<u>249</u>	<u>116,180</u>	<u>114,556</u>
<b>Total</b>		<b>115,931</b>	<b>249</b>	<b>116,180</b>	<b>114,556</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>25,041</b>	<b>(249)</b>	<b>24,792</b>	<b>12,553</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		103,407	2,062	105,469	92,916
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><b>128,448</b></u>	<u><b>1,813</b></u>	<u><b>130,261</b></u>	<u><b>105,469</b></u>

**Balance Sheet**  
**30 September 2020**

	Notes	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	14	48,026	814	48,840	56,564
<b>CURRENT ASSETS</b>					
Stocks	15	1,238	-	1,238	384
Debtors	16	1,458	-	1,458	2,156
Cash at bank and in hand		<u>90,347</u>	<u>1,000</u>	<u>91,347</u>	<u>55,566</u>
		93,043	1,000	94,043	58,106
<b>CREDITORS</b>					
Amounts falling due within one year	17	(12,621)	(1)	(12,622)	(9,201)
<b>NET CURRENT ASSETS</b>		<u>80,422</u>	<u>999</u>	<u>81,421</u>	<u>48,905</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>128,448</u>	<u>1,813</u>	<u>130,261</u>	<u>105,469</u>
<b>NET ASSETS</b>		<u>128,448</u>	<u>1,813</u>	<u>130,261</u>	<u>105,469</u>
<b>FUNDS</b>	19				
Unrestricted funds				128,448	103,407
Restricted funds				<u>1,813</u>	<u>2,062</u>
<b>TOTAL FUNDS</b>				<u>130,261</u>	<u>105,469</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2020.

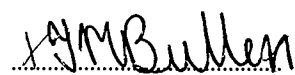
The members have not required the company to obtain an audit of its financial statements for the year ended 30 September 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on ..... and were signed on its behalf by:



Mrs T M Bullen - Trustee

The notes form part of these financial statements

## Swallows Of Helston Gymnastics Club

### Notes to the Financial Statements for the Year Ended 30 September 2020

#### **1. STATUTORY INFORMATION**

Swallows of Helston Gymnastics Club is a charitable company limited by guarantee. It was incorporated in the United Kingdom and its registered office is The Gunsmiths, Water Ma Trout, Helston, Cornwall TR13 0LW.

The presentation currency of the financial statements is the Pound Sterling (£).

#### **2. ACCOUNTING POLICIES**

##### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

##### **Income**

Donation and legacy income consists of small donations and gift aid.

Income from charitable activities consists of training fees, membership fees and competition fees.

Income from other trading activities consists of sale of gymnastic goods, fundraising events, refreshments and hire of the gymnasium.

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Government grants**

Government grants are recognised as income when there is evidence of entitlement, receipt is probable and the amount can be measured reliably. Grants received are included as unrestricted funds within 'Other income'.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Raising funds**

Costs of generating funds include those items of expenditure directly related to ancillary trading such as goods for resale.

##### **Charitable activities**

Charitable activity costs include those items of expenditure incurred in delivering the charity's main objective of gymnastic training and coaching. This category also includes support costs such as governance costs, premises expenses and the administrative function.

##### **Allocation and apportionment of costs**

Support costs have been allocated between management, finance, information technology and governance costs. Governance costs are those items of expenditure incurred in the course of the charity's statutory obligations and include the cost of independent examination and costs linked to the strategic management of the charity.

Support costs are wholly allocated to training activities, being the main charitable activity undertaken by the charity. These costs form part of the overall cost of training activities disclosed under Charitable activities on the face of the Statement of Financial Activities.

##### **Tangible fixed assets**

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

Improvements to property	- 20% on cost
Gym equipment	- 10% on cost
Gym clothing	- 33% on cost
Office equipment	- 25% on cost

**2. ACCOUNTING POLICIES - continued**

**Tangible fixed assets**

Assets and equipment are capitalised where there is an enduring benefit to more than one accounting period. Small value items under £100 are not capitalised.

**Stocks**

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

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**Financial instruments**

The charity only has financial assets and financial liabilities that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**Going concern**

The trustees have no material uncertainties about the charity's ability to continue as a going concern. Although the Covid 19 pandemic has understandably had an impact on the usual income source of the charity in the year and into the next financial year, this has been offset by government grant support. The trustees consider that there are sufficient funds in the charity to continue as a going concern.

**3. DONATIONS AND LEGACIES**

Donations and legacies consist of general donations to the charity, in addition to £5,745 in relation to donated fees from parents when classes could not go ahead during the Covid-19 pandemic.

**Swallows Of Helston Gymnastics Club**

**Notes to the Financial Statements - continued**  
**for the Year Ended 30 September 2020**

**4. OTHER TRADING ACTIVITIES**

	2020	2019
	£	£
Fundraising events	582	1,392
Sale of gymnastic goods	1,258	3,102
Hire of gymnasium	4,205	2,910
Refreshments	526	543
Miscellaneous	-	4
	<u>6,571</u>	<u>7,951</u>

**5. INVESTMENT INCOME**

	2020	2019
	£	£
Deposit account interest	<u>87</u>	<u>109</u>

**6. OTHER INCOME**

Other income consists of government grants received during the Covid-19 pandemic. £20,472 was received in relation to the Job Retention Scheme and an additional business grant of £25,000 was also received from the local authority. There are no unfulfilled conditions or other contingencies attached to this grant income.

**7. CHARITABLE ACTIVITIES COSTS**

	Direct Costs	Support costs (see note 8)	Totals
	£	£	£
Training	99,893	14,768	114,661
Competition Entry	<u>1,354</u>	<u>-</u>	<u>1,354</u>
	<u>101,247</u>	<u>14,768</u>	<u>116,015</u>

**8. SUPPORT COSTS**

	Management	Finance	Information technology	Governance costs	Totals
	£	£	£	£	£
Training	<u>8,652</u>	<u>1,047</u>	<u>1,109</u>	<u>3,960</u>	<u>14,768</u>

Support costs, included in the above, are as follows:

	2020	2019
	Training	Training
	£	£
Wages	6,772	7,008
Social security	206	180
Telephone	1,573	1,465
Postage and stationery	101	521
Bank charges	1,047	725
Computer and internet costs	1,109	836
Accountancy	<u>3,960</u>	<u>3,300</u>
	<u>14,768</u>	<u>14,035</u>

**9. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	2020	2019
	£	£
Depreciation - owned assets	7,962	8,313
Over accrual of accountancy fees in prior year	-	(660)
Accountancy fees - independent review	<u>3,960</u>	<u>3,960</u>

**10. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 30 September 2020 nor for the year ended 30 September 2019.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 30 September 2020 nor for the year ended 30 September 2019.

**11. STAFF COSTS**

	2020	2019
	£	£
Wages and salaries	59,440	55,146
Social security costs	591	354
Other pension costs	<u>876</u>	<u>896</u>
	<u>60,907</u>	<u>56,396</u>

The average monthly number of employees during the year was as follows:

	2020	2019
Management and administration	1	1
Charitable activities	<u>4</u>	<u>4</u>
	<u>5</u>	<u>5</u>

No employees received emoluments in excess of £60,000.

Pension contributions are unrestricted and are allocated to training activities, being the main charitable activity of the charity. The amount outstanding at the balance sheet date was £339 (2019: £365).



**Swallows Of Helston Gymnastics Club**

**Notes to the Financial Statements - continued**  
**for the Year Ended 30 September 2020**

**12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	487	1,500	1,987
<b>Charitable activities</b>			
Training	109,255	-	109,255
Club Memberships	5,231	-	5,231
Competition Entry	2,576	-	2,576
Other trading activities	7,951	-	7,951
Investment income	<u>109</u>	<u>-</u>	<u>109</u>
<b>Total</b>	125,609	1,500	127,109
<b>EXPENDITURE ON</b>			
Raising funds	2,683	-	2,683
<b>Charitable activities</b>			
Training	107,169	3,297	110,466
Competition Entry	<u>1,407</u>	<u>-</u>	<u>1,407</u>
<b>Total</b>	<u>111,259</u>	<u>3,297</u>	<u>114,556</u>
<b>NET INCOME/(EXPENDITURE)</b>	14,350	(1,797)	12,553
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	<u>89,057</u>	<u>3,859</u>	<u>92,916</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>103,407</u></u>	<u><u>2,062</u></u>	<u><u>105,469</u></u>

**13. INTANGIBLE FIXED ASSETS**

	Website £
<b>COST</b>	
At 1 October 2019 and 30 September 2020	<u>650</u>
<b>AMORTISATION</b>	
At 1 October 2019 and 30 September 2020	<u>650</u>
<b>NET BOOK VALUE</b>	
At 30 September 2020	<u><u>-</u></u>
At 30 September 2019	<u><u>-</u></u>

**Notes to the Financial Statements - continued**  
**for the Year Ended 30 September 2020**

**14. TANGIBLE FIXED ASSETS**

	Improvements to property £	Gym equipment £	Gym clothing £	Office equipment £	Totals £
<b>COST</b>					
At 1 October 2019	7,380	78,721	2,155	8,300	96,556
Additions	<u>-</u>	<u>238</u>	<u>-</u>	<u>-</u>	<u>238</u>
At 30 September 2020	<u>7,380</u>	<u>78,959</u>	<u>2,155</u>	<u>8,300</u>	<u>96,794</u>
<b>DEPRECIATION</b>					
At 1 October 2019	7,380	22,651	2,155	7,806	39,992
Charge for year	<u>-</u>	<u>7,773</u>	<u>-</u>	<u>189</u>	<u>7,962</u>
At 30 September 2020	<u>7,380</u>	<u>30,424</u>	<u>2,155</u>	<u>7,995</u>	<u>47,954</u>
<b>NET BOOK VALUE</b>					
At 30 September 2020	<u>-</u>	<u>48,535</u>	<u>-</u>	<u>305</u>	<u>48,840</u>
At 30 September 2019	<u>-</u>	<u>56,070</u>	<u>-</u>	<u>494</u>	<u>56,564</u>

**15. STOCKS**

	2020	2019
	£	£
Stocks	<u>1,238</u>	<u>384</u>

**16. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2020	2019
	£	£
Trade debtors	551	527
Other debtors	48	217
Gift Aid debtor	791	791
Prepayments	<u>68</u>	<u>621</u>
	<u>1,458</u>	<u>2,156</u>

**17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2020	2019
	£	£
Bank loans and overdrafts (see note 18)	244	95
Trade creditors	7,143	3,531
Other creditors	920	897
Accruals and deferred income	<u>4,315</u>	<u>4,678</u>
	<u>12,622</u>	<u>9,201</u>

**18. LOANS**

An analysis of the maturity of loans is given below:

	2020	2019
	£	£
Amounts falling due within one year on demand:		
Bank overdrafts	<u>244</u>	<u>95</u>

**Swallows Of Helston Gymnastics Club**

**Notes to the Financial Statements - continued  
for the Year Ended 30 September 2020**

**19. MOVEMENT IN FUNDS**

	At 1.10.19 £	Net movement in funds £	At 30.9.20 £
<b>Unrestricted funds</b>			
General fund	103,407	25,041	128,448
<b>Restricted funds</b>			
Downsland Trust - gym equipment	102	(102)	-
JX3 Support Services - new gym	1,000	-	1,000
Bare Knuckle Pick Up Fund - gym equipment	239	(60)	179
Helstonbury - equipment grant	496	(62)	434
Rotary Club Helston - Computer grant	225	(25)	200
	<u>2,062</u>	<u>(249)</u>	<u>1,813</u>
<b>TOTAL FUNDS</b>	<u>105,469</u>	<u>24,792</u>	<u>130,261</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	140,972	(115,931)	25,041
<b>Restricted funds</b>			
Downsland Trust - gym equipment	-	(102)	(102)
Bare Knuckle Pick Up Fund - gym equipment	-	(60)	(60)
Helstonbury - equipment grant	-	(62)	(62)
Rotary Club Helston - Computer grant	-	(25)	(25)
	<u>-</u>	<u>(249)</u>	<u>(249)</u>
<b>TOTAL FUNDS</b>	<u>140,972</u>	<u>(116,180)</u>	<u>24,792</u>

**Comparatives for movement in funds**

	At 1.10.18 £	Net movement in funds £	At 30.9.19 £
<b>Unrestricted funds</b>			
General fund	89,057	14,350	103,407
<b>Restricted funds</b>			
Downsland Trust - gym equipment	202	(100)	102
JX3 Support Services - new gym	1,000	-	1,000
Bare Knuckle Pick Up Fund - gym equipment	299	(60)	239
Preschool Equipment Fund	400	(400)	-
Helstonbury - equipment grant	558	(62)	496
Rotary Club Helston - Computer grant	250	(250)	-
Rotary Club Helston - equipment grant	250	(25)	225
Travel grant for elite boys	900	(900)	-
	<u>3,859</u>	<u>(1,797)</u>	<u>2,062</u>
<b>TOTAL FUNDS</b>	<u>92,916</u>	<u>12,553</u>	<u>105,469</u>

**19. MOVEMENT IN FUNDS - continued**

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	125,609	(111,259)	14,350
<b>Restricted funds</b>			
Downsland Trust - gym equipment	-	(100)	(100)
Bare Knuckle Pick Up Fund - gym equipment	-	(60)	(60)
Preschool Equipment Fund	-	(400)	(400)
Helstonbury - equipment grant	-	(62)	(62)
Rotary Club Helston - Computer grant	-	(250)	(250)
Rotary Club Helston - equipment grant	-	(25)	(25)
Travel grant for elite boys	1,500	(2,400)	(900)
	<u>1,500</u>	<u>(3,297)</u>	<u>(1,797)</u>
<b>TOTAL FUNDS</b>	<u>127,109</u>	<u>(114,556)</u>	<u>12,553</u>

**Funds Description**

The Downsland Trust donation was received in 2015 for purchase of gym equipment.

The Bare Knuckle Pickups Limited donation was received in 2015 for the purchase of gym equipment.

Donations from South West Water and Cornwall Council were received in respect of the purchase of pre-school equipment along with specific fundraising activity for this purpose in 2014.

The Helstonbury grant was received during 2016 for the purchase of specific gym equipment.

The Rotary Club donations were received during 2016 and 2018 for the purchase of new computer equipment and gym equipment, respectively.

The travel grant for elite boys was received during 2018.

The related expenditure on all the above funds is the depreciation on the capitalised costs along with expenditure on the loss on sale of certain scrapped assets.

**20. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 30 September 2020.

**21. COMPANY LIMITED BY GUARANTEE**

The charity is a company limited by guarantee, and has no share capital. Every member of the company undertakes to contribute such amount as may be required not exceeding £10 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

**Swallows Of Helston Gymnastics Club**

**Detailed Statement of Financial Activities**  
**for the Year Ended 30 September 2020**

	2020 £	2019 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	6,911	1,648
Gift aid	-	339
	<hr/> 6,911	<hr/> 1,987
<b>Other trading activities</b>		
Fundraising events	582	1,392
Sale of gymnastic goods	1,258	3,102
Hire of gymnasium	4,205	2,910
Refreshments	526	543
Miscellaneous	-	4
	<hr/> 6,571	<hr/> 7,951
<b>Investment income</b>		
Deposit account interest	87	109
<b>Charitable activities</b>		
Training	79,049	109,255
Memberships	390	5,231
Competitions	2,492	2,576
	<hr/> 81,931	<hr/> 117,062
<b>Other income</b>		
Government grants	45,472	-
<b>Total incoming resources</b>	140,972	127,109
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
Opening stock	384	608
Purchases	1,019	2,459
Closing stock	(1,238)	(384)
	<hr/> 165	<hr/> 2,683
<b>Charitable activities</b>		
Wages	52,668	48,138
Social security	385	174
Pensions	876	896
Rent and rates	17,765	17,274
Insurance	962	901
Light and heat	6,419	5,963
Sundries	5,652	5,518
Affiliation fees	63	403
Competition costs	1,354	1,407
Training costs	765	2,423
Repairs & service contracts	6,161	3,590
Carried forward	93,070	86,687

**Detailed Statement of Financial Activities**  
**for the Year Ended 30 September 2020**

	2020 £	2019 £
<b>Charitable activities</b>		
Brought forward	93,070	86,687
Travelling & accommodation	215	2,838
Depreciation of tangible fixed assets	<u>7,962</u>	<u>8,313</u>
	101,247	97,838
<b>Support costs</b>		
<b>Management</b>		
Wages	6,772	7,008
Social security	206	180
Telephone	1,573	1,465
Postage and stationery	<u>101</u>	<u>521</u>
	8,652	9,174
<b>Finance</b>		
Bank charges	1,047	725
<b>Information technology</b>		
Computer and internet costs	1,109	836
<b>Governance costs</b>		
Accountancy	<u>3,960</u>	<u>3,300</u>
Total resources expended	<u>116,180</u>	<u>114,556</u>
<b>Net income</b>	<u><u>24,792</u></u>	<u><u>12,553</u></u>