

Registered number: 05485349
Charity number: 1113491

BASINGSTOKE & DEANE COMMUNITY LEISURE TRUST

(A company limited by guarantee)


TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2021**

Trustees

Hazel Tilbury, Chairman
Ian Walkom, Vice Chairman
Colin Regan, Council Nominee (resigned 25 March 2021)
Andy Finn
Richard Eldridge, Treasurer
Steven Swatton
Toni Shaw, Secretary
Sarah Spencer
Kevin Laing (resigned 4 August 2021)
Catherine Compton-Burnett, Council Nominee (appointed 27 May 2021)

Company registered number

05485349

Charity registered number

1113491

Registered office

The Aquadrome, Worting Road, Basingstoke, Hampshire, RG22 6PG

Senior management team

Jimmy Miller, Contract Manager
Alistair Argenti, Deputy Contract Manager

Independent auditor

Crowe U.K. LLP, Aquis House, 49-51 Blagrove Street, Reading, Berkshire, RG1 1PL

Bankers

Royal Bank of Scotland, 19-23 Winchester Street, Basingstoke, Hampshire, RG21 7EE

NatWest, 3 London Street, Basingstoke, Hampshire, RG21 7NS

BASINGSTOKE & DEANE COMMUNITY LEISURE TRUST
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**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2021**

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the audited financial statements of Basingstoke & Deane Community Leisure Trust (the charity) for the year ended 31 March 2021 under the Companies Act 2006 and the Charities Act 2011. The relevant financial statements comply with the Companies Act 2006, the Charity's governing document and the relevant Statement of Recommended Practice (the Charities SORP (FRS 102)).

Structure, governance and management

CONSTITUTION

The charity is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 20 June 2005 as amended 13 May 2010.

The charity is constituted under a Memorandum of Association dated 20 June 2005 and is a registered charity number 1113491

METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES

The original Trustees were recruited from an advertisement in the local paper, further Trustees were referred by existing Trustees. Trustees are selected to bring a broad range of relevant experience and skills to the Trust. A third of the Trustees are put up for re-election at the Annual General Meeting of the Trust.

POLICIES ADOPTED FOR THE INDUCTION AND TRAINING OF TRUSTEES

All new Trustees will be provided with induction training by the Chairman of the Trust, and by the Contract Manager. Any new Trustees appointed in the period are given a full induction advising them of their obligations as a Trustee as well as a detailed explanation as to how the Trust and the agency agreement with Serco allow a full service to be provided. Basingstoke & Deane Borough Council provided training for the initial Trustees on their roles and responsibilities. It also provides a programme of training for staff and Trustees of voluntary organisations with Basingstoke Voluntary Action (BVA) which Trustees can attend as required.

ORGANISATIONAL STRUCTURE AND DECISION MAKING

Strategic decisions are made by the Board which meets at least quarterly. The day to day operation of the services that are provided is delegated to the Contract Manager. Regular reviews of operating performance are conducted by the Trust. In addition the Board has held dedicated conference sessions to review strategy and policy objectives.

PAY POLICY

The Trust has an agency agreement with Serco Leisure Operating Ltd. The pay policy for the senior salaried staff at Serco is set out by the Serco Management at the beginning of each financial year. An overall percentage review level is set and factors are taken into account including but not limited to performance, market rates and retention risk. Annual performance appraisals are carried out in accordance with a published structure and timetable.

RISK MANAGEMENT

Contractual and financial risks to the Trust are controlled through the principal contracts under which the Trust operates. The terms of leases under which the Trust operates, and the agency agreements with the operator, protect the financial position of the Trust. Serco our managing agent is responsible for any operating loss. Regular monitoring of operational matters is carried out by the local council in conjunction with the Trust to ensure agreed key performance standards are complied with.

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The Trustees through their operating agent have carried out a risk assessment of their operations and will continue to monitor these on a regular basis. Principle risks are covered in detailed operating procedures and policies of our operating agent. We have reviewed these including their Risk Register and risk management plans and consider them robust. Biennial independent audits of Health and Safety arrangements are carried out and action plans maintained to address any concerns.

The Trust has reviewed its governance procedures and has instituted an annual cycle of reviews of all policies and procedures.

The Trust also recognises the need to keep current the skills and complement of Trustees.

REVIEW OF THE YEAR

Covid-19

The Trust has had a difficult year with the facilities having to close for a large part of the year due to the pandemic. Below is a summary of what was happening with the facilities

April 20 – July 2020

In line with the government guidelines all three facilities remained closed for this period, with the exception of the Golf centre which re-opened partially on the 16th May and fully on the 20th June.

During this time all but 3 members of staff were placed on furlough, with costs recovered via the governments job retention scheme, nearly 160 in total.

July 2020 – November 2020

July 26th Aquadrome and Tadley were able to join the Golf Centre in re-opening their doors to the public. They were required to have an on-line booking system with significantly reduced patronage capacity. We had to provide additional cleaning, staff training, adjustments to fresh air intakes, social distancing, one-way systems, closure of changing areas, showers and lockers. All of which led to a successful re-opening with members and the general public returning.

5th November - 2nd December

Government announcement once again required all facilities to close for a minimum of 4 weeks. All three facilities closed, staff placed back on Furlough and cost saving measures were implemented.

2nd December – 24th December

All three sites remained open as Hampshire was placed in Tier 2 for the period, although patronage did remain low throughout at less than 30% utilisation.

25th December 2020 – April 12th

Hampshire was placed into Tier 4 and we were forced to closed the doors of the three sites once again. Again, placing all but 5 staff on furlough, with the sites again closed to the public, energy reduction measures were again put into place and staff and customer communication streams were again implemented.

The Golf Centre was allowed to re-open on 29th March 21

Objectives and Activities

POLICIES AND OBJECTIVES

The Trust has been established for the benefit of the Basingstoke and Deane Borough area to

- Provide, procure or assist in the provision of facilities and services for recreational, sporting or other leisure time occupation in the interests of social welfare. Such facilities are provided to the public at large except that special facilities may be provided for persons who by reason of their youth, age, infirmity or disability, poverty or social or economic circumstances may have need of special facilities and services,
- Promote community participation in healthy recreation, and/or,
- Such other charitable purposes beneficial to the community consistent with the objectives above as the Trustees shall in their absolute discretion determine (the 'objects').

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The Trust currently manages three facilities on behalf of the community, the Basingstoke Aquadrome, Golf Centre & Tadley Pool (since January known as the Tadley Health and Fitness Centre). The facilities at the Aquadrome include 2 swimming pools, a lagoon with flumes, rapids and splash pools, gym with a fitness area with 130 stations, teen gym suitable for young people from age 13 to 16 & a health suite. The Golf Centre provides a par 3, 9 hole golf course and driving range and adventure golf course. The Tadley Pool provides a swimming pool, health suite and 45 station gym.

PUBLIC BENEFIT

The Trustees consider that the Charity satisfies the requirements of the Charities Act (2011) and its charitable purpose in that we provide access to healthy physical activities to the local community at a reasonable or subsidized cost. We also provide a variety of community initiatives/activities designed to encourage people from hard to reach groups and/or disadvantaged groups to access our facilities.

Prior to Covid restrictions, special sessions were run for schools including special schools, children and cardiac rehab, pre-hab and GP referrals. These had to cease or be reduced during the last year due to Covid. Free swimming was still provided for people with disabilities and their carers, children aged 5 or under and talented athletes during opening periods. We still provided an extensive programme of swimming lessons for both children and adults during the periods we were allowed to by Covid regulations.

The Trust's pricing policy is, pricing for participation, to ensure that people are not excluded by high charges. We have concessionary prices at 60% of the full prices for children and young people aged 19 or under (5 and under still free) and adults aged 60 or over. We have a special low income price of £1.60 per casual session or 20% of the full rate for people who are in receipt of one or more of the following: Universal Credit, Income Support, Housing Benefit, Council Tax Benefit, Income Based Job Seekers allowance, and Pensions Credit.

ACHIEVEMENTS OF OBJECTIVES

Unfortunately, due to Covid and the frequent lockdowns, social distancing and the reduced capacity of the facilities it has not been possible to achieve the objectives we set for ourselves last year.

We have not been able to further enhance the existing leisure facilities under the control of the Trust and investigate opportunities to bring new facilities under the Trust's management. The improvements made in this year were to ensure that our premises were Covid safe. We had to reduce the number of stations in our gyms to allow for social distancing and we provided screens between cardio stations to ensure that our customers felt safe.

A booking system was put in place to ensure that we could comply with Test and Trace requirements and to ensure that we did not exceed Covid safety numbers.

During the times when we were closed we took measures to reduce the amount of utilities used as much as possible whilst keeping the facilities safe and able to open as soon as we were allowed to. Unlike some leisure facilities we opened to the public as soon as lockdown restrictions were removed.

All our facilities were opened on the first day that we were allowed to do so by Government policy even though they were on restricted capacity due to social distancing and fresh air ventilation requirements.

During closures our staff were trained in how to help people with Covid recovery programmes for customers who have long Covid and for those who had lost levels of fitness and need to work on regaining them safely.

FINANCIAL REVIEW

We would like to thank Basingstoke and Deane Borough Council and our agent Serco Leisure for the support we have been given. We have also taken advantage of the following grants; National Leisure Recovery Funds and the Local Restrictions Support Grants and from the new financial year we will receive restart grants for each of our facilities.

To reduce our staffing costs, we have taken advantage of the initial furlough scheme and then the flexible

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furlough scheme.

The financial situation was challenging during the period. The overall result is a deficit in the year of £80,890 and Trustees continue to monitor performance on a regular basis.

RESERVES POLICY

The trust has an agency agreement with Serco Leisure Operating Ltd for the operation of the services provided by the Trust; this agreement makes Serco liable for any deficit in the operating costs protecting the trust and its services and employees. The policy of the Trust is to have at all times sufficient reserves to meet obligations not covered by this agreement. At the end of the reporting period, the Trust held reserves of £93,940, no amount of these reserves is restricted. Of this amount, £20,000 is held as a general reserve to service any unforeseen requirements. The balance is reviewed regularly and has historically been used to contribute to facility improvements and upgrades either in part or entirety. The balance is expected to be committed to new or existing projects in the 12 to 18 month period following the financial year end. There are no reserves that can only be realised by disposing of a fixed asset or programme related investment.

PLANS FOR THE FUTURE

Trust Objectives 2021/22

These will be dependant on any Covid related restrictions on opening and the capacity of the facilities.

To increase the patronage of our facilities

To re-introduce our community initiatives

To improve the financial viability of the facilities

To improve the health and wellbeing of the people of Basingstoke & Deane

To work with Basingstoke and Deane Borough Council to ensure that our facilities at the forefront of the Borough's policies for health and wellbeing.

GOING CONCERN

In their assessment of going concern the Trustees have considered the current impact on the business as a result of the Covid-19 virus and any lasting effects it may have on patronage at the Trust's facilities.

The Trustees continue to regularly update the annual forecasts and cash flows based on the latest forecast information that the business has available. It has undertaken a range of actions to ensure that it has sufficient capacity in place to meet operating cash requirements for the foreseeable future. These actions include regular dialogue with Basingstoke & Deane Borough Council on the availability of financial support where required and ensuring that all costs are closely monitored.

The Trustees meet regularly and as at the date of the signing of these accounts the information used to forecast the future viability is based on a set of up to date robust forecast of revenue and patronage.

Having regard to the above, the Trustees believe it appropriate to adopt the going concern basis of accounting in preparing the financial statements.

DISCLOSURE OF INFORMATION TO AUDITORS

Each of the persons who are Trustees at the time when this Trustees' Report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charitable company's auditors are unaware, and;
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

AUDITORS

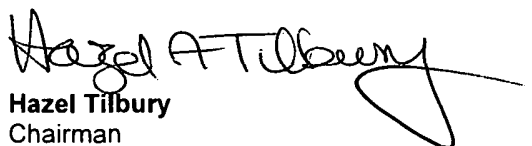
Crowe UK LLP have indicated their willingness to continue in office. The Designated Trustees will propose a motion re-appointing the auditors at a meeting of the Trustees.

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In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report, incorporating the Strategic report, was approved by the Trustees,, in their capacity as company directors, on and signed on their behalf by:

10 November 2021


Hazel Tilbury
Chairman

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INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BASINGSTOKE & DEANE COMMUNITY LEISURE TRUST

Opinion

We have audited the financial statements of Basingstoke & Deane Community Leisure Trust (the 'charitable company') for the year ended 31 March 2021 set out on pages 11 to 24. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

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INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BASINGSTOKE & DEANE COMMUNITY LEISURE TRUST

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the Annual report, other than the financial statements and our Auditor's report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

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INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BASINGSTOKE & DEANE COMMUNITY LEISURE TRUST

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We identified and assessed the risks of material misstatement of the financial statements from irregularities, whether due to fraud or error, and discussed these between our audit team. We then designed and performed audit procedures responsive to those risks, including obtaining audit evidence sufficient and appropriate to provide a basis for our opinion.

We obtained an understanding of the legal and regulatory frameworks within which the organisation operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations we considered in this context was Financial Reporting Standard 102. We assessed the required compliance with these laws and regulations as part of our audit procedures on the related financial statement items.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which might be fundamental to the organisation's ability to operate or to avoid a material penalty. We also considered the opportunities and incentives that may exist within the organisation for fraud.

Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustees and other management and inspection of regulatory and legal correspondence, if any.

We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be within the recognition of income and the override of controls by management. Our audit procedures to respond to these risks included enquiries of management about their own identification and assessment of the risks of irregularities, sample testing on the posting of journals, reviewing accounting estimates for biases and reading minutes of meetings.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditor's report.

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BASINGSTOKE & DEANE COMMUNITY
LEISURE TRUST**

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its trustees, as a body, for our audit work, for this report, or for the opinions we have formed.

Alastair Lyon

Alastair Lyon (senior statutory auditor)

for and on behalf of

Crowe U.K. LLP

Statutory Auditor

Aquis House
49-51 Blagrove Street
Reading
Berkshire
RG1 1PL

Date: 16 November 2021

BASINGSTOKE & DEANE COMMUNITY LEISURE TRUST
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**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2021**

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Charitable activities	4	1,528,800	-	1,528,800	4,170,733
Investments		48	-	48	115
Other income	3	1,305,875	13,561	1,319,436	12,160
Total income		2,834,723	13,561	2,848,284	4,183,008
Expenditure on:					
Charitable activities		2,915,613	13,561	2,929,174	4,200,117
Total expenditure	5	2,915,613	13,561	2,929,174	4,200,117
Net expenditure before other recognised gains and losses		(80,890)	-	(80,890)	(17,109)
Net movement in funds		(80,890)	-	(80,890)	(17,109)
Reconciliation of funds:					
Total funds brought forward		302,960	-	302,960	320,069
Total funds carried forward		222,070	-	222,070	302,960

The notes on pages 14 to 24 form part of these financial statements.

BASINGSTOKE & DEANE COMMUNITY LEISURE TRUST

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REGISTERED NUMBER: 05485349

**BALANCE SHEET
AS AT 31 MARCH 2021**

	Note	£	2021 £	£	2020 £
Fixed assets					
Tangible assets	8		128,130		193,904
Current assets					
Stocks	9	9,001		19,266	
Debtors	10	875,970		358,140	
Cash at bank and in hand		164,382		508,427	
		<u>1,049,353</u>		<u>885,833</u>	
Creditors: amounts falling due within one year	11	(955,413)		(776,777)	
Net current assets			<u>93,940</u>		<u>109,056</u>
Net assets			<u>222,070</u>		<u>302,960</u>
Charity Funds					
Unrestricted funds	12		<u>222,070</u>		<u>302,960</u>
Total funds			<u>222,070</u>		<u>302,960</u>

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act. However, an audit is required in accordance with section 144 of the Charities Act 2011.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

The financial statements were approved and authorised for issue by the Trustees on 10 November 2021 and signed on their behalf, by:


Richard Eldridge, Treasurer

The notes on pages 14 to 24 form part of these financial statements.

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**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2021**

	Note	2021 £	2020 £
Cash flows from operating activities			
Net cash used in operating activities	14	<u>(333,090)</u>	<u>(201,236)</u>
Cash flows from investing activities:			
Interest		48	115
Purchase of tangible fixed assets		<u>(11,003)</u>	<u>(77,452)</u>
Net cash used in investing activities		<u>(10,955)</u>	<u>(77,337)</u>
Change in cash and cash equivalents in the year		(344,045)	(278,573)
Cash and cash equivalents brought forward		<u>508,427</u>	<u>787,000</u>
Cash and cash equivalents carried forward	15	<u><u>68,829</u></u>	<u><u>508,427</u></u>

The notes on pages 14 to 24 form part of these financial statements.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

1. Accounting Policies

1.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basingstoke & Deane Community Leisure Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

Basingstoke & Deane Community Leisure Trust constitutes a public benefit entity as defined by FRS 102.

1.2 Company status

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

1.3 Going concern

*In their assessment of going concern the Trustees have considered the current impact on the business as a result of the Covid-19 virus and any lasting effects it may have on patronage at the Trust's facilities.

The Trustees continue to regularly update the annual forecasts and cash flows based on the latest forecast information that the business has available. It has undertaken a range of actions to ensure that it has sufficient capacity in place to meet operating cash requirements for the foreseeable future. These actions include regular dialogue with Basingstoke & Deane Borough Council on the availability of financial support where required and ensuring that all costs are closely monitored.

The Trustees meet regularly and as at the date of the signing of these accounts the information used to forecast the future viability is based on a set of up to date robust forecast of revenue and patronage.

Having regard to the above, the Trustees believe it appropriate to adopt the going concern basis of accounting in preparing the financial statements.

1.4 Company status

The charity is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. Accounting Policies (continued)

1.5 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the company has been notified of the executor's intention to make a distribution. Where legacies have been notified to the company, or the company is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the company which is the amount the company would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Grants are accounted under the accruals model as permitted by FRS 102. Grants of a revenue nature are recognised in the statement of comprehensive income in the same period as the related expenditure.

1.6 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Charitable activities and Governance costs are costs incurred on the company's educational operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

1. Accounting Policies (continued)

1.7 Tangible fixed assets and depreciation

All assets, with the exception of leasehold improvements, costing more than £1,000 are capitalised.

Leasehold improvements are not capitalised as all facilities are owned by Basingstoke and Deane Borough Council and, therefore, any benefit derived from the improvements is not enjoyed by the Trust.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures and fittings	- 3 - 5 years straight line
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1.8 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the Bank.

1.9 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

1.10 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.11 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.

1.12 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

1. Accounting Policies (continued)

1.13 Financial instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.14 Taxation

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

1.15 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

1.16 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

1.17 Critical accounting estimates and areas of judgment

In the application of the charity's accounting policies, which are described in note 1. Trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects the current and future periods.

The trustees consider that there are no material judgements in applying accounting policies or key sources of estimation uncertainty.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

2. Net income/(expenditure)

This is stated after charging:

	2021 £	2020 £
Depreciation of tangible fixed assets: - owned by the charity	76,777	70,662
Auditor's remuneration - audit	11,790	11,450
	<u> </u>	<u> </u>

3. Other income

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Grants receivable	609,846	13,561	623,407	12,160
Government grants receivable - CRJS	696,029	-	696,029	-
	<u>1,305,875</u>	<u>13,561</u>	<u>1,319,436</u>	<u>12,160</u>
<i>Total 2020</i>	<u>-</u>	<u>12,160</u>	<u>12,160</u>	

4. Income from charitable activities

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Leisure centre and pool expenses	1,528,800	-	1,528,800	4,170,733
	<u> </u>	<u> </u>	<u> </u>	
<i>Total 2020</i>	<u>4,170,733</u>	<u>-</u>	<u>4,170,733</u>	

BASINGSTOKE & DEANE COMMUNITY LEISURE TRUST
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

5. Analysis of Expenditure by expenditure type

	Staff costs 2021 £	Depreciation 2021 £	Other costs 2021 £	Total 2021 £	Total 2020 £
Leisure centre and pool expenses	<u>1,389,078</u>	<u>76,778</u>	<u>1,463,318</u>	<u>2,929,174</u>	<u>4,200,117</u>
<i>Total 2020</i>	<u>1,984,143</u>	<u>71,265</u>	<u>2,144,709</u>	<u>4,200,117</u>	

Included within other costs are governance costs of £13,561 (2020: £16,974).

6. Staff costs

Staff costs were as follows:

	2021 £	2020 £
Wages and salaries	1,280,619	1,851,524
Social security costs	83,728	99,874
Other pension costs	24,731	32,745
	<u>1,389,078</u>	<u>1,984,143</u>

The average number of persons employed by the company during the year was as follows:

2021 No.	2020 No.
164	206

No employee received remuneration amounting to more than £60,000 in either year.

During the year remuneration and benefits received by key management personnel totalled £95,110 (2020: £93,881).

7. Trustees' remuneration

During the year, no Trustees received any remuneration (2020 - £NIL).

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

8. Tangible fixed assets

	Fixtures and fittings £
Cost	
At 1 April 2020	650,530
Additions	11,003
At 31 March 2021	661,533
Depreciation	
At 1 April 2020	456,626
Charge for the year	76,777
At 31 March 2021	533,403
Net book value	
At 31 March 2021	128,130
At 31 March 2020	193,904

9. Stocks

	2021 £	2020 £
Finished goods and goods for resale	9,001	19,266

10. Debtors

	2021 £	2020 £
Trade debtors	750,281	157,815
Other debtors	111,048	181,995
Prepayments and accrued income	14,641	18,330
	875,970	358,140

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

11. Creditors: Amounts falling due within one year

	2021	2020
	£	£
Bank overdraft	95,553	-
Trade creditors	7,697	48,697
Other taxation and social security	13,683	165,007
Accruals and deferred income	838,480	563,073
	955,413	776,777

Deferred income totalling £102,851 (2020: £134,798) represents membership income received in advance.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

12. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
Unrestricted funds				
General Funds	302,960	2,859,138	(2,915,613)	246,485
Other General funds	-	(24,415)	-	(24,415)
	<u>302,960</u>	<u>2,834,723</u>	<u>(2,915,613)</u>	<u>222,070</u>
Restricted funds				
Council grants	-	13,561	(13,561)	-
Total of funds	<u><u>302,960</u></u>	<u><u>2,848,284</u></u>	<u><u>(2,929,174)</u></u>	<u><u>222,070</u></u>

The restricted fund is made up of a grant received from Basingstoke and Deane Borough Council and represents monies to be spent on annual governance costs and the legal costs associated with the management contract.

Statement of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Balance at 31 March 2020 £
General Funds	320,069	4,170,848	(4,187,957)	302,960
Restricted funds				
Council grants	-	12,160	(12,160)	-
Total of funds	<u><u>320,069</u></u>	<u><u>4,183,008</u></u>	<u><u>(4,200,117)</u></u>	<u><u>302,960</u></u>

BASINGSTOKE & DEANE COMMUNITY LEISURE TRUST**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

13. Analysis of net assets between funds**Analysis of net assets between funds - current year**

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	128,130	-	128,130
Current assets	1,049,353	-	1,049,353
Creditors due within one year	(955,413)	-	(955,413)
	<u>222,070</u>	<u>-</u>	<u>222,070</u>

Analysis of net assets between funds - prior year

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	193,904	-	193,904
Current assets	885,833	-	885,833
Creditors due within one year	(776,777)	-	(776,777)
	<u>302,960</u>	<u>-</u>	<u>302,960</u>

14. Reconciliation of net movement in funds to net cash flow from operating activities

	2021 £	2020 £
Net expenditure for the year (as per Statement of Financial Activities)	(80,890)	(17,109)
Adjustment for:		
Depreciation charges	76,777	70,662
Dividends, interest and rents from investments	(48)	(115)
Decrease / (increase) in stocks	10,265	(5,300)
Increase in debtors	(517,830)	(240,828)
Increase / (decrease) in creditors	178,636	(8,546)
Net cash used in operating activities	<u>(333,090)</u>	<u>(201,236)</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

15. Analysis of cash and cash equivalents

	2021 £	2020 £
Cash in hand	164,382	508,427
Overdraft	(95,553)	-
Total	<u>68,829</u>	<u>508,427</u>

16. Pension commitments

The charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £24,731 (2020: £32,745).

17. Related party transactions

Remuneration to key management personal has been disclosed in note 6. There were no other related party transactions in the period.

18. Controlling party

The charity is considered to be controlled by its board of trustees.