

ASSOCIATION FOR PHYSICAL EDUCATION

England & Wales · Charity number 1114673

Details

Other names AFPE

Status Registered

Legal form Charitable company

Company number [05526637](#)

Registered 2006-06-15

Register [View on the Charity Commission register](#)

Contact

Address 1 Elgar Business Centre
Moseley Road
Hallow
Worcester
WR2 6NJ

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Email enquiries@afpe.org.uk

Website www.afpe.org.uk

Activities

Objects: THE ADVANCEMENT OF HIGH QUALITY PHYSICAL EDUCATION FOR THE BENEFIT OF THE PUBLIC, PARTICULARLY BUT NOT EXCLUSIVELY BY PROVIDING CONSULTATION AND QUALIFIED ADVICE TO THE TEACHING PROFESSION, SCHOOLS AND OTHER STATUTORY OR GOVERNMENT AGENCIES.

Activities: The Association for Physical Education (afPE) is committed to being the representative UK organisation for people and agencies delivering or supporting the delivery of physical education in schools and in the wider community.

Classification

- **How:** Provides Human Resources, Provides Services, Provides Advocacy/advice/information, Sponsors Or Undertakes Research
- **What:** Education/training, Amateur Sport
- **Who:** Children/young People, The General Public/mankind

Geography

- **Area of benefit:** NOT DEFINED. IN PRACTICE, NATIONAL AND OVERSEAS.
- Northern Ireland
- Scotland
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£556,705	£746,798	£215,594	8
2024-03-31	£575,215	£766,840	£405,687	7
2023-03-31	£657,711	£697,746	£740,013	6
2022-03-31	£696,820	£635,585	£780,048	6
2021-03-31	£697,345	£543,642	£718,813	5

Trustees

Name	Role	Appointed
Professor Jeanne Kerrel Keay	Chair	2021-09-01
Charlie l'Anson		2023-03-15
Dr Jo Harris		2019-06-01
Dr Rachael Anna Bullingham		2023-03-15
Kate Alexandra Stephenson		2024-12-12
Mike Chalmers Jess		2024-02-23
Rebecca Antcliffe		2023-03-15
Richard Patel Grainger		2024-12-12

ASSOCIATION FOR PHYSICAL EDUCATION

England & Wales - Charity number 1114673

Accounts

REGISTERED COMPANY NUMBER: 05526637 (England and Wales)
REGISTERED CHARITY NUMBER: 1114673

**Report of the Trustees and
Financial Statements for the Year Ended 31st March 2025
for
Association for Physical Education**

**Richards Sandy Audit Services Limited
(Statutory Auditor)
Thorneloe House
25 Barbourne Road
Worcester
WR1 1RU**

Association for Physical Education

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for the Year Ended 31st March 2025**

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Association for Physical Education

**Reference and Administrative Details
for the Year Ended 31st March 2025**

TRUSTEES	Ms Rebecca Antcliffe Mr Kiran Bali (resigned 1.4.24) Dr Rachael Bullingham Mr Richard Patel Grainger (appointed 12.12.24) Prof Jo Harris Mr Mike Chalmers Jess Prof Jeanne Keay Mr Charlie L'Anson Dr Christine Lloyd Mr Richard Neal (resigned 31.8.24) Ms Kate Alexandra Stephenson (appointed 12.12.24) Mr Michael Stevenson
COMPANY SECRETARY	Ms Kate Louise Thornton-Bousfield
REGISTERED OFFICE	1 Elgar Business Centre Moseley Road Hallow Worcestershire WR2 6NJ
REGISTERED COMPANY NUMBER	05526637 (England and Wales)
REGISTERED CHARITY NUMBER	1114673
AUDITORS	Richards Sandy Audit Services Limited (Statutory Auditor) Thorneloe House 25 Barbourne Road Worcester WR1 1RU
CHIEF EXECUTIVE OFFICER	Sue Wilkinson (to 30 September 2024) Kate Thornton-Bousfield (from 1 October 2024)
FINANCE MANAGER	Kim Banks
OPERATIONS MANAGER	Mike Goode (from 1 June 2024)

Association for Physical Education

Report of the Trustees for the Year Ended 31st March 2025

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 31st March 2025. 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

Objects

The charity's objects as set out in its governing document are the advancement of high-quality physical education for the benefit of the public, particularly but not exclusively by providing consultation and qualified advice to the teaching profession, schools and other statutory or government agencies.

Significant activities

The Association for Physical Education (afPE) is a charitable company, a membership organisation and the subject association for physical education in the United Kingdom. We are the voice of Physical Education (PE) and our vision is to support the workforce to put physical education at the heart of school life.

We provide quality assured services and resources and valuable professional support for our members and the physical education, school sport and physical activity sector.

We offer:

- A wide range of high-quality membership services.
- Accredited professional learning opportunities and vocational qualifications.
- Journals (Physical Education Matters & Physical Education and Sport Pedagogy).
- Advice, support & employment opportunities.
- Monthly e-newsletter.
- Email/video/webinar updates.
- Representation at key stakeholder meetings and national working parties.
- Insurance cover and dedicated helplines, including support for health & safety and legal advice.

We are not about quick fit solutions, we want a sustainable legacy, so that in another 15 years we do not have inactive young people and a growing obesity profile. Proactive solutions worked across the sector by key stakeholders in true partnership, will ensure children and young people have the knowledge, skills but more importantly the physical health and emotional wellbeing to achieve the very best that they can.

afPE's Mission Statement

The Association for Physical Education (afPE) is committed to being the UK representative organisation of choice for people and agencies delivering or supporting physical education in schools and the wider community.

afPE's Corporate Objectives

- Demonstrate the distinctive role of physical education in children and young people's learning, development and achievement.
- Establish and sustain physical education at the heart of school life and whole-school development, through support for high quality learning and teaching; research; ethical leadership and politically informed advocacy and representation.
- Raise awareness of physical education's contribution to public health and well-being and increased participation.
- Play a leading role in the development of a workforce with the skills and qualities required to assure high quality physical education and sport in schools and in the wider community.
- Provide high quality, professional, sustainable services for members and partners.

Public benefit

The trustees confirm that they have complied with the duty in Section 4 of Charities Act 2011 to have due regard to the guidance issued by the Charity Commission concerning public benefit.

The trustees are satisfied that the charity's activities are for the public benefit, being the development, establishment and sustained high quality PE, sport and physical activity across the education, sport and physical activity sector. This benefits the community by demonstrating, raising awareness, supporting, guiding and advising on the importance of the uptake and participation in physical education, sport and physical activity and its contribution to public health and well-being.

ACHIEVEMENTS AND PERFORMANCE

Charitable activities

During 2024/5 afPE has continued to focus on supporting its members in a range of ways including

- i. the provision of professional development opportunities;
- ii. representing members and the subject as a whole in political debates and reviews; and
- iii. supporting members both individually and across the health and safety sector.

Association for Physical Education

Report of the Trustees for the Year Ended 31st March 2025

The provision of professional development opportunities included running a Professional Development Day in December 2024. 250 professionals attended. This model was successful but will be developed to reflect the growing needs of the profession. A switch in the timing of the event and location will be reviewed for 2025/26 to enable larger reach and engagement reflecting the growing membership. afPE has continued to host regular CPD events around Early Years support, curriculum development, trampolining and health and safety. afPE has reviewed its professional development portfolio and its approach to delivering CPD providing regular webinars and members input into sharing good and best practice. afPE has retained a national profile as a professional development provider that enables not only PE professionals, but wider sector partners, to understand and engage the 'PE for life' ideology and commitment.

afPE continued to work alongside accrediting partner, the Leadership Skills Foundation (LSF), to develop additional opportunities, which have been designed, piloted and implemented. The existing level 5 qualification has undergone a significant overhaul and investment into re writing it to ensure it is fit for purpose has been undertaken. A new delivery model will also be implemented which will bring consistency in the content and delivery, as well as bringing higher income for afPE. afPE has implemented a quality assurance service for providers of CPD to be afPE approved alongside approving commercial schemes of work.

The Quality Mark (QM) process has undergone a significant review in terms of process. It has been streamlined to become more time efficient and cost effective. The new QM process has been rolled out and will be continually reviewed to ensure it remains relevant and meets the needs of schools in reviewing how good their PE provision is. QM will have to be reviewed again once the new Ofsted Framework is in place. QM continues to provide examples of good practice that are shared with Department for Education and acts as effective support to the workforce.

afPE has provided significant support to Oak National Academy PE curriculum resources through a health and safety lens. This work has been carried out with key sector partners. These resources signpost to afPE as the Subject Association and are freely available to all practitioners and trainees raising awareness of our role. Safe Practice has been reviewed and 2024/5 saw Safe Practice become a digital resource. This not only increased its reach and accessibility but allowed the functionality for it to be edited immediately to align with any changes in law and practice ensuring guidance was always up to date.

afPE has continued to engage with the Department for Education (DfE) through monthly keeping in touch meetings, (K.I.T), plus meetings with various Ministers to not only ensure PE is kept high on the political agenda but also to inform new discussions concerning curriculum PE, improving inactivity and extra-curricular engagement. The Schools Minister attended the Development Day in December and provided a keynote to the delegates acknowledging the work of afPE.

Alongside the Youth Sport Trust (YST), afPE has been instrumental in designing the Primary PE and Sport funding and impact reporting template and has engaged in several joint meetings and organised webinars with DfE and YST to ensure that all primary schools could access accurate and up to date information. This year saw the first digital reporting, afPE provided extra support to the profession through targeted support sessions.

In 2022 afPE commissioned Loughborough University to 'examine the case for core PE'. The final report has now been received and the findings will be used to challenge policy and to influence curriculum change through the Curriculum and Assessment Review process. A launch of the report will be considered. The 'PE for Life' research has been supported by afPE as a result of the shared common goals and the importance of the Association being part of this progressive research.

afPE has been involved in several All-Party Parliamentary Groups (APPGs), including Swimming, Fit and Healthy Childhood and its report on 'Fair Play for Girls' and Sport. The impact has involved support and greater engagement from across the House of Commons and the House of Lords and increased invitations to events and meetings. afPE has also attended a number of round table meetings with Ministers and MPs to discuss a wide range of issues including the status and value of PE in school, active uniforms, and PE curriculum content. These discussions have brought sector partners together but have also helped define roles and responsibilities of each partner. afPE has cemented its place as the organisation for Physical Education, leading practice and policy. This has been promoted and articulated by partners which has raised awareness of who we are and what we do.

afPE has been a key driver in the ongoing Curriculum and Assessment Review (CAR). Following the writing and submission of a paper addressing a future PE Curriculum afPE has been invited as the subject association to meetings to discuss changes that are required to the current curriculum. afPE has held a series of consultations with the sector and provided a revised PE paper that was read by the CAR Panel and DfE. We are hoping to see the content of the paper reflected in the recommendations to DfE for curriculum change.

afPE was represented on the Sport England Physical Literacy working group which, in collaboration, created the 'Physical Literacy Consensus statement'. afPE was also a key partner in the work of the School Sport and Physical Activity Advisory Board that subsequently led to the revised SSPA Forum and targeted working groups. afPE presented at the spring SSPA Forum around curriculum reform.

Association for Physical Education

Report of the Trustees for the Year Ended 31st March 2025

Members enjoy representing afPE as volunteers at events or areas where they have a particular specialism that the Association needs to call upon. Feedback suggests this is beneficial not only to afPE but to members' professional growth and development.

Through the afPE Newsletter, the various social media platforms, PE Matters and PESP, afPE excels in keeping members up to date with accurate information.

Fundraising activities

The charity does not solicit members of the public for donations or engage in any other trading activity that does not directly relate to the charitable purpose of the charity.

FINANCIAL REVIEW

Financial position

At the year end the charity has total reserves of £215,594 (2024 - £405,687), including total restricted funds of £676 (2024 - £676).

Principal funding sources

The primary source of income of the charity is membership subscriptions, which make up more than half the charity's annual income.

Investment policy and objectives

The charity operates a low risk approach to the investment of funds, such that any available cash reserves are held in short notice interest bearing bank accounts.

Reserves policy

The charity's reserve policy is to hold a minimum level of free reserves of at least £300,000 in order to ensure that any delay in receipt of income by the charity, caused by the actions of third parties, does not affect the ability of the charity to meet its obligations to its beneficiaries.

At the year end the charity has free reserves (unrestricted funds, excluding those held as fixed assets) of £209,506 (2024 - £399,447). The trustees believe that this level of free reserves is appropriate.

The trustees have endorsed the new CEO's strategy for returning the organisation to profitability. At the date of signing this report (November 2025) this strategy has returned the association to profitable status as per the documented July 2025, year to date finances.

We will continue to review our finances and when prudent to do so, we will rebuild our reserves to the £300,000 position stated in our reserves policy

Principal risks and uncertainties

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 principal risks that the charity are exposed to are the risk of a sudden loss of subscription income and the risk of unavoidable costs increasing in excess of available income for a sustained period of time. The trustees regularly review budget and management account information prepared by the charity's staff.

FUTURE PLANS

During the 2024/25 financial year, the Board of Trustees implemented several strategic changes to the staffing structure in response to afPE's challenging economic environment.

The new CEO appointed in October 2024 has already delivered on a range of activities focused on revenue generation, cost reduction, and the enhancement of internal processes. This will continue to be the focus in the year ahead.

The CEO has been supported by her executive team, in particular:

- o A professionally qualified company accountant, responsible for establishing robust financial procedures, ensuring accurate and timely reporting to the Board.
- o A Membership and Networks Manager tasked with increasing membership numbers and achieving revenue targets necessary for the ongoing success of the Association.

Association for Physical Education

Report of the Trustees for the Year Ended 31st March 2025

The Board of Trustees have worked closely with the CEO in recent months to establish a set of corporate objectives for 2025/26 that will continue the programme of change already undertaken and ensure organisational success. These objectives include -

- o A restructured executive team with roles, responsibilities and performance management aligned to the organisation's Key Performance Indicators.
- o The implementation of a new membership management system which will enable and support increased membership numbers and improve automated integration with our current finance system.
- o Embed new T&Cs to ensure the remuneration packages of executive staff reward performance and accomplishment of organisational objectives.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, its Articles of Association, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Members' liability

Each member promises, if the charity is dissolved while he or she is a member or within 12 months after he or she ceases to be a member, to contribute such sum not exceeding £1 as may be demanded of him or her towards the payment of the debts and liabilities of the charity incurred before he or she ceases to be a member, and of the costs, charges and expenses of winding up.

Recruitment and appointment of new trustees

The selection of trustees, including that of the chair is required to be conducted via an open, publicly advertised, skills based recruitment process. Any member or non-member, excluding staff, may nominate themselves or another person to be a trustee. Persons identified or nominated as potential trustees need to exhibit the skills necessary to contribute to maintaining an effective management board. The majority of trustees must be considered independent trustees, i.e. be free of any interest, business or other relationship which could reasonably be perceived to interfere with that person's ability to act in the best interests of the charity. The membership shall be informed by July of each year of the names and skills of persons selected to be trustees. If the maximum number of trustees is not met, the board may co-opt other persons to service for a period up to one year and may service beyond their initial term up to a maximum of three years.

Each trustee service for three years after selection, at the end of which they retire. Retiring trustees are eligible for immediate re-selection for a maximum of two further terms of three years, after which they are not eligible for further selection until a period of at least four years has elapsed. In exceptional circumstances, a trustee may hold office for a further year.

The maximum number of trustees is twelve.

Organisational structure

The board of trustees normally meet at least four times per year, and establishes an overall framework for the governance of the charity and determining membership, terms of reference and procedures of committees and other groups. The board received reports from the finance committee and other groups, where relevant, and decided on whether to adopt any recommendations received from such groups as deemed relevant. The activities of the committees are monitored by way of reading the minutes of their meetings and reports submitted to the board. The board may from time to time establish working groups to perform specific tasks over a limited timescale.

The finance committee meets at least three times a year and is responsible for monitoring, evaluating and reviewing the policies and performance of the charity in relation to financial management and compliance with financial reporting and other regulatory requirements. It also incorporates the role of the audit committee. The finance committee is required to comprise of at least two trustees nominated by the board of trustees.

The board of trustees considers any proposals for changes to the status or governing document of the charity and its committee structure as appropriate.

The board of trustees is responsible for setting general policy, adopting a strategic plan and budget, approving the statutory accounts, monitoring the charity by use of budgets and other data and making major decisions about the direction of the charity, capital expenditure and staff appointments.

Induction and training of new trustees

The training and induction provided for new trustees depends upon their existing experience but will always include the provision and explanation of explanatory documents, such as "The Essential Trustee" and similar guidance, key policies and regular professional learning opportunities at the beginning of board meetings.

As there are normally only two or three new trustees each year, induction tends to be done informally and is tailored specifically to the individual.

Specific relevant courses offered by other bodies are attended by trustees where available.

Association for Physical Education

**Report of the Trustees
for the Year Ended 31st March 2025**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Key management personnel

The board of trustees have delegated responsibility for the day-to-day management of the charity to the key management personnel. The key management personnel comprise the Chief Executive Officer, the Membership and Networks Manager and the Financial Officer. The key management personnel implement the policies laid down by the trustees and report back to them on performance.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Association for Physical Education 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. Under that law, the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).

Under company law the trustees must not approve the financial statements unless they are satisfied that they 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 Charities 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.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

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 13th November 2025 and signed on its behalf by:



Mr Michael Stevenson - Trustee

Report of the Independent Auditors to the Members of Association for Physical Education

Opinion

We have audited the financial statements of Association for Physical Education (the 'charitable company') for the year ended 31st March 2025 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (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 31st March 2025 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 Companies Act 2006.

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 Auditors' 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 UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out in note 23 to the financial statements, 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

We draw your attention to note 1 to the accounts.

Otherwise, 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 charitable company'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.

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 Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, 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 this gives rise to a material misstatement in the financial statements themselves. 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.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Report of the Independent Auditors to the Members of Association for Physical Education

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, 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.

Our responsibilities for the audit of the financial statements

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 a Report of the Independent Auditors 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.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

However, it is the primary responsibility of management, with the oversight of those charged with governance, to ensure that the entity's operations are conducted in accordance with the provisions of laws and regulations and for the prevention and detection of fraud.

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud, we have:

- obtained an understanding of the nature of the industry and sector, including the legal and regulatory framework that the company operates in and how the company is complying with the legal and regulatory framework; and
- inquired of management, and those charged with governance, about their own identification and assessment of the risks of irregularities, including any known actual, suspected or alleged instances of fraud.

As a result of these procedures we consider the most significant laws and regulations that have a direct impact on the financial statements are 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', the Companies Act 2006 (and related legislation), the Charities Act 2011 (and related legislation) and regulations relating to the employment and payment of staff including, but not limited to, the Employment Rights Act 1996, the National Minimum Wage Act 1998 and the Pensions Act 2008.

We performed audit procedures to detect non-compliances which may have a material impact on the financial statements, which included reviewing the financial statement disclosures and sample testing of monthly payroll records for the calculation of gross wages and payroll taxes.

We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be the timing of recognition of grant and contract income, and the allocation by management of costs to individual restricted funds. Our audit procedures to respond to these risks included, testing of a sample of grant and contract income against the terms of the funding agreements and the requirement of the Charities SORP (FRS 102), sample testing on the posting of journals and reviewing accounting estimates for biases.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

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 Report of the Independent Auditors.

**Report of the Independent Auditors to the Members of
Association for Physical Education**

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' 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 the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Melissa Jean Godwin ACA ACCA (Senior Statutory Auditor)
for and on behalf of Richards Sandy Audit Services Limited
(Statutory Auditor)
Thorneloe House
25 Barbourne Road
Worcester
WR1 1RU

Date:28.11.25.....

Association for Physical Education

**Statement of Financial Activities
for the Year Ended 31st March 2025**

	Notes	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	-	4,000	4,000	10,000
Charitable activities	5				
Charitable activities		535,656	-	535,656	557,998
Investment income	4	17,049	-	17,049	7,217
Total		<u>552,705</u>	<u>4,000</u>	<u>556,705</u>	<u>575,215</u>
EXPENDITURE ON					
Charitable activities	6				
Charitable activities		742,798	4,000	746,798	766,840
NET INCOME/(EXPENDITURE)		(190,093)	-	(190,093)	(191,625)
RECONCILIATION OF FUNDS					
Total funds brought forward		405,011	676	405,687	597,312
TOTAL FUNDS CARRIED FORWARD		<u><u>214,918</u></u>	<u><u>676</u></u>	<u><u>215,594</u></u>	<u><u>405,687</u></u>

The notes form part of these financial statements

Association for Physical Education

**Balance Sheet
31st March 2025**

	Notes	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
FIXED ASSETS					
Tangible assets	15	5,411	-	5,411	5,563
Investments	16	1	-	1	1
		<u>5,412</u>	<u>-</u>	<u>5,412</u>	<u>5,564</u>
CURRENT ASSETS					
Debtors	17	49,178	-	49,178	50,907
Investments	18	251,246	-	251,246	255,000
Cash at bank		229,642	676	230,318	373,827
		<u>530,066</u>	<u>676</u>	<u>530,742</u>	<u>679,734</u>
CREDITORS					
Amounts falling due within one year	19	(320,560)	-	(320,560)	(279,611)
NET CURRENT ASSETS		<u>209,506</u>	<u>676</u>	<u>210,182</u>	<u>400,123</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>214,918</u>	<u>676</u>	<u>215,594</u>	<u>405,687</u>
NET ASSETS		<u>214,918</u>	<u>676</u>	<u>215,594</u>	<u>405,687</u>
FUNDS	21				
Unrestricted funds				214,918	405,011
Restricted funds				676	676
TOTAL FUNDS				<u>215,594</u>	<u>405,687</u>

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 13th November 2025 and were signed on its behalf by:

Mr Michael Stevenson - Trustee

Association for Physical Education

**Cash Flow Statement
for the Year Ended 31st March 2025**

	Notes	2025 £	2024 £
Cash flows from operating activities			
Cash generated from operations	1	(161,310)	(107,532)
Net cash used in operating activities		(161,310)	(107,532)
Cash flows from investing activities			
Purchase of tangible fixed assets		(3,002)	(4,047)
Cash paid into fixed term deposit bonds		(251,246)	(255,000)
Maturity of fixed term deposit bonds		255,000	151,606
Interest received		17,049	7,217
Net cash provided by/(used in) investing activities		17,801	(100,224)
Change in cash and cash equivalents in the reporting period		(143,509)	(207,756)
Cash and cash equivalents at the beginning of the reporting period		373,827	581,583
Cash and cash equivalents at the end of the reporting period		230,318	373,827

The notes form part of these financial statements

Association for Physical Education

**Notes to the Cash Flow Statement
for the Year Ended 31st March 2025**

1. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES	2025	2024
	£	£
Net expenditure for the reporting period (as per the Statement of Financial Activities)	(190,093)	(191,625)
Adjustments for:		
Depreciation charges	3,154	2,244
Interest received	(17,049)	(7,217)
Decrease in debtors	1,729	122,162
Increase/(decrease) in creditors	40,949	(33,096)
Net cash used in operations	(161,310)	(107,532)

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.24 £	Cash flow £	At 31.3.25 £
Net cash			
Cash at bank and in hand	373,827	(143,509)	230,318
	<u>373,827</u>	<u>(143,509)</u>	<u>230,318</u>
Liquid resources			
Deposits included in cash	-	-	-
Current asset investments	255,000	(3,754)	251,246
	<u>255,000</u>	<u>(3,754)</u>	<u>251,246</u>
Total	<u>628,827</u>	<u>(147,263)</u>	<u>481,564</u>

The notes form part of these financial statements

Association for Physical Education

Notes to the Financial Statements for the Year Ended 31st March 2025

1. 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, with the exception of investments which are included at market value.

PREPARATION OF CONSOLIDATED FINANCIAL STATEMENTS

The financial statements contain information about Association for Physical Education as an individual company and do not contain consolidated financial information as the parent of a group.

The charity is exempt under Section 399(2A) of the Companies Act 2006 and under Section 139(3) of the Charities Act 2011 from the requirements to prepare consolidated financial statements.

GOING CONCERN

These financial statements have been prepared on a going concern basis, as the trustees believe that no material uncertainties regarding going concern exist.

In making this assessment, the trustees have considered the level of funds held and the expected level of income and expenditure for a period not less than 12 months from the date that these financial statements have been authorised.

The trustees recognise that successive deficits have been made in the prior few financial years. However the charity has made steps to reduce total staff costs through a restructure of the team, and move to online publication rather than printed manuals.

INCOME

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.

Income from grants is recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable certainty. Income from grants is only deferred when the charity has to fulfil conditions not yet met before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

Subscription income is recognised on a straight line basis over the period of the subscription.

Income from the provision of courses and other commercial services are recognised on delivery of those services.

Income from advertising is recognised in line with the provision of such advertising services.

Royalties income is recognised in line with the periods for which such income relates.

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.

TANGIBLE FIXED ASSETS

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

Office equipment	- 25% on cost
Computer equipment	- 25% on cost

The charity has set a capitalisation limit of £1,000, such that items below this limit are normally expenses through the statement of financial activities rather than being capitalised.

FIXED ASSET INVESTMENTS

Association for Physical Education

Notes to the Financial Statements - continued for the Year Ended 31st March 2025

1. ACCOUNTING POLICIES - continued

TANGIBLE FIXED ASSETS

Investments in subsidiaries are measured at cost, less any provisions for impairment.

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.

OPERATING LEASE COMMITMENTS

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

PENSION COSTS

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.

DONATED SERVICES

Donated rental facilities are included as both donation income and as expenditure, provided the value of the gift can be measured reliably. Where the value of the gift cannot be measured reliably, no amounts are included.

The contribution of unpaid general volunteers are not recognised on the basis that it is impractical to measure reliably the fair value of donated goods.

FINANCIAL INSTRUMENTS

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised when the charity becomes party to contractual provisions of the instrument.

Financial assets are offset, with the net amounts presented in the accounts where there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest.

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 3 month or less from the date of acquisition or opening of the deposit or similar account.

Current asset investments

Current asset investments includes cash equivalents on deposit with a maturity of more than 3 month, but less than one year, from the date of acquisition or opening of the deposit or similar accounts.

Basic financial liabilities

Basic financial liabilities, including trade and other payables, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of future receipts, discounted at a market rate of interest. Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of the operations from suppliers. Accounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade payables are recognised initially at transaction.

Association for Physical Education

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2025**

2. CRITICAL ACCOUNTING JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical areas of judgement

The allocation of staff costs between individual unrestricted and restricted funds is based on the estimated split of staff time for each individual employee of the charity between such funds.

3. DONATIONS AND LEGACIES

	2025	2024
	£	£
Donations	<u>4,000</u>	<u>10,000</u>

4. INVESTMENT INCOME

	2025	2024
	£	£
Bank interest	<u>17,049</u>	<u>7,217</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	2025	2024
	Charitable activities £	Total activities £
Subscriptions	342,406	338,245
Royalties	55,554	64,970
Advertising	17,798	17,992
Training courses and conferences	119,131	114,266
Other contract income	767	22,525
	<u>535,656</u>	<u>557,998</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 7) £	Support costs (see note 8) £	Totals £
Charitable activities	<u>252,271</u>	<u>494,527</u>	<u>746,798</u>

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2025	2024
	£	£
Training courses and conferences	92,485	109,020
Project and contract work cost	42,198	46,166
Travel	9,900	14,458
Physical Education Matters publication costs	45,767	53,872
Physical Education and Sport Pedagogy publication costs	49,299	30,437
General advertising activities	8,222	3,909
Conferences and other events	4,400	14,514
	<u>252,271</u>	<u>272,376</u>

Association for Physical Education

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2025**

8. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Charitable activities	<u>460,374</u>	<u>34,153</u>	<u>494,527</u>

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

MANAGEMENT

	2025 Charitable activities £	2024 Total activities £
Wages	264,315	269,597
Social security	20,556	22,254
Pensions	18,864	21,780
Photocopier rental costs	3,683	3,779
Rent	12,640	11,299
Premise expenses	9,514	4,708
Insurance	27,695	27,926
Office running costs	28,353	27,012
Staff travel	11,271	11,824
Bank charges	2,855	2,817
Health & safety and other technical advisers	36,894	30,722
Irrecoverable VAT	20,580	24,971
Depreciation	3,154	2,244
	<u>460,374</u>	<u>460,933</u>

GOVERNANCE COSTS

	2025 Charitable activities £	2024 Total activities £
Auditors' remuneration	8,130	7,350
Trustee meeting costs	5,712	5,027
Governance officer fees	15,496	16,781
Legal and professional fees	4,815	4,373
	<u>34,153</u>	<u>33,531</u>

9. NET INCOME/(EXPENDITURE)

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

	2025 £	2024 £
Depreciation - owned assets	3,154	2,244
Hire of plant and machinery	3,683	3,779
Other operating leases	<u>12,640</u>	<u>11,299</u>

Association for Physical Education

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2025**

10. AUDITORS' REMUNERATION

	2025	2024
	£	£
Current year auditors		
Audit of the financial statements	8,750	8,820
Audit of the financial statements - over/(under) on last year's accrual	(620)	-
	<u>8,130</u>	<u>8,820</u>
 Prior year auditors		
Audit of the financial statements	-	-
Audit of the financial statements - over/(under) on last year's accrual	-	(1,470)
	<u>-</u>	<u>(1,470)</u>
 Total auditors' remuneration	<u>8,130</u>	<u>7,350</u>

11. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2025 nor for the year ended 31st March 2024.

TRUSTEES' EXPENSES

During the year 9 trustees were reimbursed travel expenses totalling £3,558 (2024 - 10 trustees were reimbursed travel expenses totalling £3,184).

12. STAFF COSTS

	2025	2024
	£	£
Wages and salaries	264,315	269,597
Social security costs	20,556	22,254
Other pension costs	18,864	21,780
	<u>303,735</u>	<u>313,631</u>

Pension costs relate to defined contribution schemes only.

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

	2025	2024
Staff	<u>8</u>	<u>8</u>

No employees were paid in excess of £60,000 during the year.

Key management personnel remunerations

The key management personnel of the charity comprises the Chief Executive Officer, the Membership Manager and the Finance Officer.

Total remunerations (including employers N.I. and pension contributions) totalled £155,625 (2024 - £156,201).

Association for Physical Education

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2025**

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	-	10,000	10,000
Charitable activities			
Charitable activities	557,998	-	557,998
Investment income	7,217	-	7,217
Total	<u>565,215</u>	<u>10,000</u>	<u>575,215</u>
EXPENDITURE ON			
Charitable activities			
Charitable activities	<u>688,153</u>	<u>78,687</u>	<u>766,840</u>
NET INCOME/(EXPENDITURE)	(122,938)	(68,687)	(191,625)
RECONCILIATION OF FUNDS			
Total funds brought forward	527,949	69,363	597,312
TOTAL FUNDS CARRIED FORWARD	<u><u>405,011</u></u>	<u><u>676</u></u>	<u><u>405,687</u></u>

14. DONATED SERVICES

During the previous year, the University of Worcester provided the charity with office space and related services free of charge.

No value has been included in the financial statements to reflect this donation of services, on the basis the value of these services cannot be reliably determined.

15. TANGIBLE FIXED ASSETS

	Office equipment £	Computer equipment £	Totals £
COST			
At 1st April 2024	3,790	32,553	36,343
Additions	-	3,002	3,002
At 31st March 2025	<u>3,790</u>	<u>35,555</u>	<u>39,345</u>
DEPRECIATION			
At 1st April 2024	3,008	27,772	30,780
Charge for year	294	2,860	3,154
At 31st March 2025	<u>3,302</u>	<u>30,632</u>	<u>33,934</u>
NET BOOK VALUE			
At 31st March 2025	<u>488</u>	<u>4,923</u>	<u>5,411</u>
At 31st March 2024	<u>782</u>	<u>4,781</u>	<u>5,563</u>

Association for Physical Education

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2025**

16. FIXED ASSET INVESTMENTS

	Shares in group undertakings £
MARKET VALUE	
At 1st April 2024 and 31st March 2025	<u>1</u>
NET BOOK VALUE	
At 31st March 2025	<u>1</u>
At 31st March 2024	<u><u>1</u></u>

The company's investments at the balance sheet date in the share capital of companies include the following:

afPE Limited

Registered office: 1 Elgar Business Centre, Moseley Road, Hallow, Worcester, WR2 6NJ

Nature of business: Dormant

	%		
Class of share:	holding		
Ordinary	100		
		2025	2024
		£	£
Aggregate capital and reserves		1	1

AFPE Limited was struck off on 8th July 2025.

17. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Trade debtors	37,522	14,692
Other debtors	3,025	3,025
Accrued income	2,588	19,107
Prepayments	6,043	14,083
	<u>49,178</u>	<u>50,907</u>

18. CURRENT ASSET INVESTMENTS

	2025	2024
	£	£
Cash equivalents on deposit	<u>251,246</u>	<u>255,000</u>

Association for Physical Education

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2025**

19. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Trade creditors	44,416	42,312
Social security and other taxes	5,122	6,298
VAT	13,619	14,162
Other creditors	2,179	2,480
Accrued expenses	10,254	23,778
Deferred income	244,970	190,581
	<u>320,560</u>	<u>279,611</u>

Deferred income

Deferred income at the year end consist of:

	2025	2024
	£	£
Membership subscriptions	228,230	174,460
Advertising income	12,990	12,371
Royalties	3,750	3,750
Annual conference fees	-	2,124
Other income	-	2,090
	<u>244,970</u>	<u>190,581</u>

All deferred income at the end of last year was released to the statement of financial activities during the current financial year.

20. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2025	2024
	£	£
Within one year	15,202	15,448
Between one and five years	26,200	13,402
	<u>41,402</u>	<u>28,850</u>

21. MOVEMENT IN FUNDS

	At 1.4.24	Net movement in funds	At 31.3.25
	£	£	£
Unrestricted funds			
General fund	405,011	(190,093)	214,918
Restricted funds			
Gerald Murray	676	-	676
TOTAL FUNDS	<u>405,687</u>	<u>(190,093)</u>	<u>215,594</u>

Association for Physical Education

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2025**

21. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	552,705	(742,798)	(190,093)
Restricted funds			
Gerald Murray	4,000	(4,000)	-
TOTAL FUNDS	<u>556,705</u>	<u>(746,798)</u>	<u>(190,093)</u>

Comparatives for movement in funds

	At 1.4.23 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General fund	527,949	(122,938)	405,011
Restricted funds			
Gerald Murray	676	-	676
Sport England - Primary PE	39,313	(39,313)	-
Sport England - Secondary Teacher Training	29,374	(29,374)	-
	<u>69,363</u>	<u>(68,687)</u>	<u>676</u>
TOTAL FUNDS	<u>597,312</u>	<u>(191,625)</u>	<u>405,687</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	565,215	(688,153)	(122,938)
Restricted funds			
Sport England - Primary PE	-	(39,313)	(39,313)
Sport England - Secondary Teacher Training	-	(29,374)	(29,374)
Concussion resources for schools	10,000	(10,000)	-
	<u>10,000</u>	<u>(78,687)</u>	<u>(68,687)</u>
TOTAL FUNDS	<u>575,215</u>	<u>(766,840)</u>	<u>(191,625)</u>

RESTRICTED FUNDS

Gerald Murray

Relates to a historical bequest to be used to reward the professional when colleagues have made a significant contribution.

Sport England - Primary PE

Relates to grants received from Sport England to be used to assist with providing PE activities to primary school children.

Association for Physical Education

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2025**

21. MOVEMENT IN FUNDS - continued

Sport England - Secondary Teacher Training

Relates to grants received from Sport England to be used to provide a secondary teacher training programme.

Concussion Resources

Relates to a grant awarded for concussion resources for schools.

22. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2025.

23. FRC ETHICAL STANDARD - PROVISIONS AVAILABLE FOR SMALL ENTITIES

In common with many other businesses of our size and nature we use our auditors to assist with the preparation of the financial statements.

Association for Physical Education
Detailed Statement of Financial Activities
for the Year Ended 31st March 2025

	2025 £	2024 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	4,000	10,000
Investment income		
Bank interest	17,049	7,217
Charitable activities		
Subscriptions	342,406	338,245
Royalties	55,554	64,970
Advertising	17,798	17,992
Training courses and conferences	119,131	114,266
Other contract income	767	22,525
	535,656	557,998
Total incoming resources	556,705	575,215
EXPENDITURE		
Charitable activities		
Training courses and conferences	92,485	109,020
Project and contract work cost	42,198	46,166
Travel	9,900	14,458
Physical Education Matters publication costs	45,767	53,872
Physical Education and Sport Pedagogy publication costs	49,299	30,437
General advertising activities	8,222	3,909
Conferences and other events	4,400	14,514
	252,271	272,376
Support costs		
Management		
Wages	264,315	269,597
Social security	20,556	22,254
Pensions	18,864	21,780
Photocopier rental costs	3,683	3,779
Rent	12,640	11,299
Premise expenses	9,514	4,708
Insurance	27,695	27,926
Office running costs	28,353	27,012
Staff travel	11,271	11,824
Bank charges	2,855	2,817
Health & safety and other technical advisers	36,894	30,722
Irrecoverable VAT	20,580	24,971
Depreciation	3,154	2,244
	460,374	460,933
Governance costs		
Auditors' remuneration	8,130	7,350
Trustee meeting costs	5,712	5,027
Governance officer fees	15,496	16,781
Carried forward	29,338	29,158

This page does not form part of the statutory financial statements

Association for Physical Education

**Detailed Statement of Financial Activities
for the Year Ended 31st March 2025**

	2025 £	2024 £
Governance costs		
Brought forward	29,338	29,158
Legal and professional fees	4,815	4,373
	34,153	33,531
Total resources expended	746,798	766,840
Net expenditure	(190,093)	(191,625)

This page does not form part of the statutory financial statements

ASSOCIATION FOR PHYSICAL EDUCATION

England & Wales - Charity number 1114673

Accounts

REGISTERED COMPANY NUMBER: 05526637 (England and Wales)
REGISTERED CHARITY NUMBER: 1114673

**Report of the Trustees and
Financial Statements for the Year Ended 31st March 2024
for
Association for Physical Education**

**Richards Sandy Audit Services Limited
(Statutory Auditor)
Thorneloe House
25 Barbourne Road
Worcester
WR1 1RU**

Association for Physical Education

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Association for Physical Education

**Reference and Administrative Details
for the Year Ended 31st March 2024**

TRUSTEES	Ms Rebecca Antcliffe Kiran Bali (resigned 1.4.24) Dr Rachael Bullingham Prof Jo Harris Prof Jeanne Keay Mr Charlie L'Anson Dr Christine Lloyd (appointed 29.2.24) Julie Mulcahy (resigned 1.4.23) Mr Richard Neal (resigned 1.9.24) Suzanne Speak (resigned 31.7.23) Michael Stevenson (appointed 29.2.24) Kate Stephenson (appointed 12.12.24) Richard Grainer (appointed 12.12.24) Mike Jess (appointed 23.2.24)
COMPANY SECRETARY	Kate Thornton-Bousfield (from 1 October 2024) Susan Wilkinson (to 30 September 2024)
REGISTERED OFFICE	1 Elgar Business Centre Moseley Road Hallow Worcestershire WR2 6NJ
REGISTERED COMPANY NUMBER	05526637 (England and Wales)
REGISTERED CHARITY NUMBER	1114673
AUDITORS	Richards Sandy Audit Services Limited (Statutory Auditor) Thorneloe House 25 Barbourne Road Worcester WR1 1RU
CHIEF EXECUTIVE OFFICER	Kate Thornton-Bousfield (from 1 October 2024) Sue Wilkinson (to 30 September 2024)
MEMBERSHIP MANAGER	Simon Leach (to 10 November 2023)
FINANCE MANAGER	Kim Banks (from 23 October 2023) Lyndsey Davies (to 23 October 2023)

Association for Physical Education

Report of the Trustees for the Year Ended 31st March 2024

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 31st March 2024. 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

Objects

The charity's objects as set out in its governing document are the advancement of high quality physical education for the benefit of the public, particularly but not exclusively by providing consultation and qualified advice to the teaching profession, schools and other statutory or government agencies.

Significant activities

The Association for Physical Education (afPE) is a charitable company, a membership organisation and the subject association for physical education in the United Kingdom. We are the voice of PE and our vision is to support the workforce to put physical education at the heart of school life.

We provide quality assured services and resources and valuable professional support for our members and the physical education, school sport and physical activity sector.

We offer:

- A wide range of high quality membership services.
- Accredited professional learning opportunities and vocational qualifications.
- Journals (Physical Education Matters & Physical Education and Sport Pedagogy).
- Advice, support & employment opportunities.
- Monthly e-newsletter.
- Email/video/webinar updates.
- Representation at key stakeholder meetings and national working parties.
- Insurance cover and dedicated helplines, including support for health & safety and legal advice.

We are not about quick fit solutions, we want a sustainable legacy, so that in another 15 years we do not have inactive young people and a growing obesity profile. Proactive solutions worked across the sector by key stakeholders in true partnership, will ensure children and young people have the knowledge, skills but more importantly the physical health and emotional wellbeing to achieve the very best that they can. Help us to make it happen!

afPE's Mission Statement

The Association for Physical Education (afPE) is committed to being the UK representative organisation of choice for people and agencies delivering or supporting physical education in schools and the wider community.

afPE's Corporate Objectives

- Demonstrate the distinctive role of physical education in children and young people's learning, development and achievement.
- Establish and sustain physical education at the heart of school life and whole-school development, through support for high quality learning and teaching; research; ethical leadership and politically informed advocacy and representation.
- Raise awareness of physical education's contribution to public health and well-being and increased participation.
- Play a leading role in the development of a workforce with the skills and qualities required to assure high quality physical education and sport in schools and in the wider community.
- Provide high quality, professional, sustainable services for members and partners.

Public benefit

The trustees confirm that they have complied with the duty in Section 4 of Charities Act 2011 to have due regard to the guidance issued by the Charity Commission concerning public benefit.

The trustees are satisfied that the charity's activities are for the public benefit, being the development, establishment and sustained high quality PE, sport and physical activity across the education, sport and physical activity sector. This benefits the community by demonstrating, raising awareness, supporting, guiding and advising on the importance of the uptake and participation in physical education, sport and physical activity and its contribution to public health and well-being.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During 2023/2024 afPE has continued to focus on supporting its members in a range of ways including

- i) the provision of professional development opportunities;
- ii) representing members and the subject as a whole in political debates and reviews; and
- iii) supporting members.

Association for Physical Education

Report of the Trustees for the Year Ended 31st March 2024

The provision of professional development opportunities included running a national event for the first time since 2019, which was trialled as a Development Day in December 2023. This model was very successful and will be replicated so that afPE can retain a national profile as a professional development provider that enables not only PE professionals, but also wider sector partners, to understand and engage the 'PE for life' ideology and commitment.

afPE continued to work alongside accrediting partner, the Leadership Skills Foundation (LSF), to develop additional opportunities, which have been designed, piloted and implemented. Some are still at the creation stage while others were launched earlier in the year. Current qualifications are under periodic review and as afPE moves forward the data will inform any need for change that may need to align to any future government policy.

The Quality Mark process involves a significant review of practice and provides some evidence of afPE's effective support to the workforce. This process will be reviewed in 2024/2025.

Various resources to support the workforce to deliver PE were developed, including summary guidance documents and posters for key partners such as the Oak National Academy, Active Black Country and the Commonwealth Swimming Legacy Group. The final resource which was completed in readiness for various stages of editing, was the 'Safe Practice in PE and Sport Practice 2024 guidance', 11th edition.

afPE has continued to engage with the Department for Education (DfE) through monthly keeping in touch meetings, plus meetings with various Ministers to not only ensure PE is kept high on the political agenda but also to inform new discussions concerning curriculum PE, improving inactivity and extra-curricular engagement.

Alongside the Youth Sport Trust (YST), afPE has been instrumental in designing the Primary PE and Sport funding and impact reporting template and has engaged in several joint meetings and organised webinars with DfE and YST to ensure that all primary schools can access accurate and up to date information.

In 2022 afPE commissioned Loughborough University to 'examine the case for core PE' and they are now in stage two of the work which should be completed at the end of this year. They have presented initial findings which highlight many positives but also many challenges the sector and government must address. The 'PE for Life' research has been supported by afPE as a result of the shared common goals and the importance of the Association being part of this progressive research. In addition, last year afPE partnered to support the Creating Active Schools development and research.

afPE has been involved in several All-Party Parliamentary Groups (APPGs), including Swimming, Fit and Healthy Childhood and its report on 'Fair Play for Girls' and Sport. The impact has involved support and greater engagement from across the House of Commons and the House of Lords and increased invitations to events and meetings. Discussion with policy advisers across the house resulted in afPE planning to create the first specific foundation subject APPG. A successful Parliamentary event was held on March 6th to attract attention for a PE APPG and to launch afPE's manifesto ask, to all parties.

afPE was represented on the Sport England Physical Literacy working group which, in collaboration, created the 'Physical Literacy Consensus statement'. afPE was also a key partner in the work of the School Sport and Physical Activity Advisory Board that subsequently led to the revised SSPA Forum and targeted working groups.

At the end of the 2022/3 fiscal year a review of services was carried out, as a result, afPE introduced a 24/7, 365 wellbeing support element, including a confidential helpline and access to a wide range of resources.

Members enjoy representing afPE as volunteers at events or areas where they have a particular specialism that the Association needs to call upon. Feedback suggests this is beneficial not only to afPE but to members' professional growth and development.

Through the afPE Newsletter, the various social media platforms, PE Matters and PESP, afPE excels in keeping members up to date with accurate information.

Fundraising activities

The charity does not solicit members of the public for donations or engage in any other trading activity that does not directly relate to the charitable purpose of the charity.

FINANCIAL REVIEW

Financial position

At the year end the charity has total reserves of £405,687 (2023 - £597,312), including total restricted funds of £676 (2023 - £69,363).

Association for Physical Education

Report of the Trustees for the Year Ended 31st March 2024

Principal funding sources

The primary source of income of the charity is membership subscriptions, which make up more than half the charity's annual income.

Investment policy and objectives

The charity operates a low risk approach to the investment of funds, such that any available cash reserves are held in short notice interest bearing bank accounts.

Reserves policy

The charity's reserve policy is to hold a minimum level of free reserves of at least £300,000 in order to ensure that any delay in receipt of income by the charity, caused by the actions of third parties, does not effect the ability of the charity to meet its obligations to its beneficiaries.

At the year end the charity has free reserves (unrestricted funds, excluding those held as fixed assets) of £399,447 (2023 - £524,188). The trustees believe that this level of free reserves is appropriate.

Principal risks and uncertainties

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 principal risks that the charity are exposed to are the risk of a sudden loss of subscription income and the risk of unavoidable costs increasing in excess of available income for a sustained period of time. The trustees regularly review budget and management account information prepared by the charity's staff.

FUTURE PLANS

The Board of Trustees has implemented several strategic changes to the previous staffing structure in response to the challenging economic environment currently affecting afPE.

Key among these changes is the recruitment of a new CEO, alongside the appointment of several key staff members, each with clearly defined roles aimed at driving the Association's financial stability, growth, and continued success.

Appointed in October 2024, the new CEO has outlined a comprehensive set of corporate and personal objectives for the Board of Trustees, focusing on revenue generation, cost reduction, and the enhancement of internal processes.

The CEO will be supported by the following key members of her executive team:

- A professionally qualified company accountant, responsible for establishing robust financial procedures, ensuring accurate and timely reporting to the Board.
- A Membership and Engagement Officer, tasked with increasing membership numbers and achieving revenue targets necessary for the ongoing success of the Association.
- An experienced Operations Manager, focused on delivering significant cost reductions through the modernization of systems, processes, and improved operational efficiency.

In line with these changes and to optimize the use of salary expenditure, the Board has made the decision to remove two positions from the staffing structure: Deputy CEO and Assistant Deputy CEO. Any critical functions previously carried out by these roles will now be absorbed by the new CEO.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, its Articles of Association, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Members' liability

Each member promises, if the charity is dissolved while he or she is a member or within 12 months after he or she ceases to be a member, to contribute such sum not exceeding £1 as may be demanded of him or her towards the payment of the debts and liabilities of the charity incurred before he or she ceases to be a member, and of the costs, charges and expenses of winding up.

Recruitment and appointment of new trustees

The selection of trustees, including that of the chair is required to be conducted via an open, publicly advertised, skills based recruitment process. Any member or non-member, excluding staff, may nominate themselves or another person to be a trustee. Persons identified or nominated as potential trustees need to exhibit the skills necessary to contribute to maintaining an effective management board. The majority of trustees must be considered independent trustees, i.e. be free of any interest, business or other relationship which could reasonably be perceived to interfere with that person's ability to act in the best interests of the charity. The membership shall be informed by July of each year of the names and skills of persons selected to be trustees. If the maximum number of trustees is not met, the board may co-opt other persons to service for a period up to one year and may service beyond their initial term up to a maximum of three years.

Association for Physical Education

Report of the Trustees

for the Year Ended 31st March 2024

Each trustee serves for three years after selection, at the end of which they retire. Retiring trustees are eligible for immediate re-selection for a maximum of two further terms of three years, after which they are not eligible for further selection until a period of at least four years has elapsed. In exceptional circumstances, a trustee may hold office for a further year.

The maximum number of trustees is twelve.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The board of trustees normally meets at least four times per year and establishes an overall framework for the governance of the charity and determining membership, terms of reference and procedures of committees and other groups. The board receives reports from the finance committee and other groups where relevant, and decides on whether to adopt any recommendations received from such groups as deemed relevant. The activities of the committees are monitored by way of reading the minutes of their meetings and reports submitted to the board. The board may from time to time establish working groups to perform specific tasks over a limited timescale.

The finance committee meets at least three times a year and is responsible for monitoring, evaluating and reviewing the policies and performance of the charity in relation to financial management and compliance with financial reporting and other regulatory requirements. It also incorporates the role of the audit committee. The finance committee is required to comprise of at least two trustees nominated by the board of trustees.

The board of trustees considers any proposals for changes to the status or governing document of the charity and its committee structure as appropriate.

The board of trustees is responsible for setting general policy, adopting a strategic plan and budget, approving the statutory accounts, monitoring the charity by use of budgets and other data and making major decisions about the direction of the charity, capital expenditure and staff appointments.

Induction and training of new trustees

The training and induction provided for new trustees depends upon their existing experience but will always include the provision and explanation of explanatory documents, such as "The Essential Trustee" and similar guidance, key policies and regular professional learning opportunities at the beginning of board meetings.

As there are normally only two or three new trustees each year, induction tends to be done informally and is tailored specifically to the individual.

Relevant courses offered by other bodies are attended by trustees where available.

Key management personnel

The board of trustees has delegated responsibility for the day to day management of the charity to the key management personnel. The key management personnel comprise the Chief Executive Officer, the Operations Manager and the Finance Manager. The key management personnel implement the policies laid down by the trustees and report back to them on performance.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Association for Physical Education 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.

Association for Physical Education

**Report of the Trustees
for the Year Ended 31st March 2024**

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

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 on20.1.25..... and signed on its behalf by:



.....
Prof Jeanne Keay - Trustee

Report of the Independent Auditors to the Members of Association for Physical Education

Opinion

We have audited the financial statements of Association for Physical Education (the 'charitable company') for the year ended 31st March 2024 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (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 31st March 2024 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 Companies Act 2006.

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 Auditors' 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 UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out in note 24 to the financial statements, 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 charitable company'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.

Other matters - comparatives audited by another auditor

The financial statements of the charitable company for the year ended 31st March 2023 were audited by another auditor who expressed an unmodified opinion on those financial statements.

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 Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, 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 this gives rise to a material misstatement in the financial statements themselves. 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.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Report of the Independent Auditors to the Members of Association for Physical Education

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, 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.

Our responsibilities for the audit of the financial statements

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 a Report of the Independent Auditors 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.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

However, it is the primary responsibility of management, with the oversight of those charged with governance, to ensure that the entity's operations are conducted in accordance with the provisions of laws and regulations and for the prevention and detection of fraud.

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud, we have:

- obtained an understanding of the nature of the industry and sector, including the legal and regulatory framework that the company operates in and how the company is complying with the legal and regulatory framework; and
- inquired of management, and those charged with governance, about their own identification and assessment of the risks of irregularities, including any known actual, suspected or alleged instances of fraud.

As a result of these procedures we consider the most significant laws and regulations that have a direct impact on the financial statements are 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', the Companies Act 2006 (and related legislation), the Charities Act 2011 (and related legislation) and regulations relating to the employment and payment of staff including, but not limited to, the Employment Rights Act 1996, the National Minimum Wage Act 1998 and the Pensions Act 2008.

We performed audit procedures to detect non-compliances which may have a material impact on the financial statements, which included reviewing the financial statement disclosures and sample testing of monthly payroll records for the calculation of gross wages, payroll taxes and pension costs.

We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be the timing of recognition of grant and contract income, and the allocation by management of costs to individual restricted funds. Our audit procedures to respond to these risks included, testing of a sample of grant and contract income against the terms of the funding agreements and the requirement of the Charities SORP (FRS 102), sample testing on the posting of journals and reviewing accounting estimates for biases.

**Report of the Independent Auditors to the Members of
Association for Physical Education**

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

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 Report of the Independent Auditors.

**Report of the Independent Auditors to the Members of
Association for Physical Education**

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' 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 the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Melissa Jean Godwin ACA ACCA (Senior Statutory Auditor)
for and on behalf of Richards Sandy Audit Services Limited
(Statutory Auditor)
Thorneloe House
25 Barbourne Road
Worcester
WR1 1RU

Date:22.01.25.....

Association for Physical Education

**Statement of Financial Activities
for the Year Ended 31st March 2024**

		Unrestricted funds	Restricted funds	2024 Total funds	2023 Total funds as restated £
	Notes	£	£	£	
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	-	10,000	10,000	-
Charitable activities	5				
Charitable activities		557,998	-	557,998	544,089
Investment income	4	<u>7,217</u>	<u>-</u>	<u>7,217</u>	<u>5,260</u>
Total		<u>565,215</u>	<u>10,000</u>	<u>575,215</u>	<u>549,349</u>
 EXPENDITURE ON					
Charitable activities	6				
Charitable activities		<u>688,153</u>	<u>78,687</u>	<u>766,840</u>	<u>697,746</u>
 NET INCOME/(EXPENDITURE)		(122,938)	(68,687)	(191,625)	(148,397)
 RECONCILIATION OF FUNDS					
Total funds brought forward		<u>527,949</u>	<u>69,363</u>	<u>597,312</u>	<u>745,709</u>
 TOTAL FUNDS CARRIED FORWARD		<u>405,011</u>	<u>676</u>	<u>405,687</u>	<u>597,312</u>

The notes form part of these financial statements

Association for Physical Education

**Balance Sheet
31st March 2024**

	Notes	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds as restated £
FIXED ASSETS					
Tangible assets	16	5,563	-	5,563	3,760
Investments	17	<u>1</u>	<u>-</u>	<u>1</u>	<u>1</u>
		5,564	-	5,564	3,761
CURRENT ASSETS					
Debtors	18	50,907	-	50,907	173,069
Investments	19	255,000	-	255,000	151,606
Cash at bank and in hand		<u>373,151</u>	<u>676</u>	<u>373,827</u>	<u>581,583</u>
		679,058	676	679,734	906,258
CREDITORS					
Amounts falling due within one year	20	<u>(279,611)</u>	<u>-</u>	<u>(279,611)</u>	<u>(312,707)</u>
NET CURRENT ASSETS		<u>399,447</u>	<u>676</u>	<u>400,123</u>	<u>593,551</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>405,011</u>	<u>676</u>	<u>405,687</u>	<u>597,312</u>
NET ASSETS		<u>405,011</u>	<u>676</u>	<u>405,687</u>	<u>597,312</u>
FUNDS	22				
Unrestricted funds				405,011	527,949
Restricted funds				<u>676</u>	<u>69,363</u>
TOTAL FUNDS				<u>405,687</u>	<u>597,312</u>

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 19/01/2025 and were signed on its behalf by:

M. Stevenson 19/01/25

.....
Michael Stevenson - Trustee

Association for Physical Education

**Cash Flow Statement
for the Year Ended 31st March 2024**

		2024	2023
	Notes	£	as restated £
Cash flows from operating activities			
Cash generated from operations	1	(107,532)	(141,732)
Interest paid		<u>-</u>	<u>(26)</u>
Net cash used in operating activities		<u>(107,532)</u>	<u>(141,758)</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(4,047)	(395)
Cash paid into fixed term deposit bonds		(255,000)	(151,606)
Maturity of fixed term deposit bonds		151,606	300,000
Interest received		<u>7,217</u>	<u>5,260</u>
Net cash (used in)/provided by investing activities		<u>(100,224)</u>	<u>153,259</u>
Change in cash and cash equivalents in the reporting period			
		<u>(207,756)</u>	11,501
Cash and cash equivalents at the beginning of the reporting period		<u>581,583</u>	<u>570,082</u>
Cash and cash equivalents at the end of the reporting period		<u><u>373,827</u></u>	<u><u>581,583</u></u>

The notes form part of these financial statements

Association for Physical Education

**Notes to the Cash Flow Statement
for the Year Ended 31st March 2024**

1. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES		
	2024	2023
		as restated
	£	£
Net expenditure for the reporting period (as per the Statement of Financial Activities)	(191,625)	(148,397)
Adjustments for:		
Depreciation charges	2,244	1,976
Interest received	(7,217)	(5,260)
Interest paid	-	26
Decrease in debtors	122,162	35,779
Decrease in creditors	<u>(33,096)</u>	<u>(25,856)</u>
Net cash used in operations	<u>(107,532)</u>	<u>(141,732)</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.23	Cash flow	At 31.3.24
	£	£	£
Net cash			
Cash at bank and in hand	<u>581,583</u>	<u>(207,756)</u>	<u>373,827</u>
	<u>581,583</u>	<u>(207,756)</u>	<u>373,827</u>
Liquid resources			
Deposits included in cash	-	-	-
Current asset investments	<u>151,606</u>	<u>103,394</u>	<u>255,000</u>
	<u>151,606</u>	<u>103,394</u>	<u>255,000</u>
Total	<u>733,189</u>	<u>(104,362)</u>	<u>628,827</u>

Association for Physical Education

Notes to the Financial Statements for the Year Ended 31st March 2024

1. 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, with the exception of investments which are included at market value.

PREPARATION OF CONSOLIDATED FINANCIAL STATEMENTS

The financial statements contain information about Association for Physical Education as an individual company and do not contain consolidated financial information as the parent of a group.

The charity is exempt under Section 399(2A) of the Companies Act 2006 and under Section 139(3) of the Charities Act 2011 from the requirements to prepare consolidated financial statements.

GOING CONCERN

These financial statements have been prepared on a going concern basis, as the trustees believe that no material uncertainties regarding going concern exist.

In making this assessment, the trustees have considered the level of funds held and the expected level of income and expenditure for a period not less than 12 months from the date that these financial statements have been authorised.

INCOME

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.

Income from grants is recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable certainty. Income from grants is only deferred when the charity has to fulfil conditions not yet met before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

Subscription income is recognised on a straight line basis over the period of the subscription.

Income from the provision of courses and other commercial services are recognised on delivery of those services.

Income from advertising is recognised in line with the provision of such advertising services.

Royalties income is recognised in line with the periods for which such income relates.

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.

TANGIBLE FIXED ASSETS

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

Office equipment	- 25% on cost
Computer equipment	- 25% on cost

The charity has set a capitalisation limit of £1,000, such that items below this limit are normally expenses through the statement of financial activities rather than being capitalised.

FIXED ASSET INVESTMENTS

Investments in subsidiaries are measured at cost, less any provisions for impairment.

TAXATION

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

Association for Physical Education

Notes to the Financial Statements - continued for the Year Ended 31st March 2024

1. ACCOUNTING POLICIES - continued

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.

OPERATING LEASE COMMITMENTS

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

PENSION COSTS

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.

DONATED SERVICES

Donated rental facilities are included as both donation income and as expenditure, provided the value of the gift can be measured reliably. Where the value of the gift cannot be measured reliably, no amounts are included.

The contribution of unpaid general volunteers are not recognised on the basis that it is impractical to measure reliably the fair value of donated goods.

FINANCIAL INSTRUMENTS

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised when the charity becomes party to contractual provisions of the instrument.

Financial assets are offset, with the net amounts presented in the accounts where there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest.

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 3 month or less from the date of acquisition or opening of the deposit or similar account.

Current asset investments

Current asset investments includes cash equivalents on deposit with a maturity of more than 3 month, but less than one year, from the date of acquisition or opening of the deposit or similar accounts.

Basic financial liabilities

Basic financial liabilities, including trade and other payables, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of future receipts, discounted at a market rate of interest. Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of the operations from suppliers. Accounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade payables are recognised initially at transaction.

Association for Physical Education

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2024**

2. CRITICAL ACCOUNTING JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical areas of judgement

The allocation of staff costs between individual unrestricted and restricted funds is based on the estimated split of staff time for each individual employee of the charity between such funds.

3. DONATIONS AND LEGACIES

	2024	2023 as restated
	£	£
Donations	<u>10,000</u>	<u>-</u>

4. INVESTMENT INCOME

	2024	2023 as restated
	£	£
Bank interest	<u>7,217</u>	<u>5,260</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	2024	2023 as restated
	£	£
Subscriptions	338,245	365,230
Royalties	64,970	60,712
Advertising	17,992	17,433
Training courses and conferences	114,266	68,169
Other contract income	<u>22,525</u>	<u>32,545</u>
	<u>557,998</u>	<u>544,089</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 7)	Support costs (see note 8)	Totals
	£	£	£
Charitable activities	<u>272,376</u>	<u>494,464</u>	<u>766,840</u>

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2024	2023 as restated
	£	£
Training courses and conferences	109,020	55,568
Project and contract work cost	46,166	123,664
Travel	14,458	11,755
Sundries	-	4,513
Physical Education Matters publication costs	53,872	48,125
Physical Education and Sport Pedagogy publication costs	30,437	37,038
General advertising activities	3,909	3,374
Conferences and other events	<u>14,514</u>	<u>16,905</u>
	<u>272,376</u>	<u>300,942</u>

Association for Physical Education

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2024**

8. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Charitable activities	<u>460,933</u>	<u>33,531</u>	<u>494,464</u>

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

MANAGEMENT

	2024 £	2023 as restated £
Wages	269,597	221,866
Social security	22,254	19,176
Pensions	21,780	18,118
Photocopier rental costs	3,779	3,897
Rent	11,299	-
Premise expenses	4,708	4,408
Insurance	27,926	26,791
Office running costs	27,012	19,454
Staff travel	11,824	6,660
Bank charges	2,817	2,207
Health & safety and other technical advisers	30,722	27,136
Irrecoverable VAT	24,971	12,666
Depreciation	2,244	1,976
Bank interest	-	26
	<u>460,933</u>	<u>364,381</u>

GOVERNANCE COSTS

	2024 £	2023 as restated £
Auditors' remuneration	7,350	9,605
Trustee meeting costs	5,027	7,676
Governance officer fees	16,781	15,142
Legal and professional fees	4,373	-
	<u>33,531</u>	<u>32,423</u>

9. NET INCOME/(EXPENDITURE)

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

	2024 £	2023 as restated £
Depreciation - owned assets	2,244	1,976
Hire of plant and machinery	3,779	3,897
Other operating leases	<u>11,299</u>	<u>-</u>

Association for Physical Education

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2024**

10. AUDITORS' REMUNERATION

	2024 £	2023 £
Current year auditors		
Audit of the financial statements	<u>8,820</u>	<u>-</u>
	<u>8,820</u>	<u>-</u>
Prior year auditors		
Audit of the financial statements	-	8,820
Audit of the financial statements - over/(under) on last year's accrual	<u>(1,470)</u>	<u>785</u>
	<u>(1,470)</u>	<u>9,605</u>
Total auditors' remuneration	<u>7,350</u>	<u>9,605</u>

11. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2024 nor for the year ended 31st March 2023.

TRUSTEES' EXPENSES

During the year 10 trustees were reimbursed expenses totalling £3,184 (2023 - 3 trustees were reimbursed expenses totalling £1,944).

12. STAFF COSTS

	2024 £	2023 as restated £
Wages and salaries	269,597	221,866
Social security costs	22,254	19,176
Other pension costs	<u>21,780</u>	<u>18,118</u>
	<u>313,631</u>	<u>259,160</u>

Pension costs relate to defined contribution schemes only.

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

	2024	2023 as restated
Staff	<u>8</u>	<u>6</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2024	2023 as restated
£70,001 - £80,000	<u>1</u>	<u>1</u>

Key management personnel remunerations

The key management personnel of the charity comprises the Chief Executive Officer, the Membership Manager and the Finance Officer.

Total remunerations (including employers N.I. and pension contributions) totalled £156,201 (2023 - £169,685).

Association for Physical Education

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2024**

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds	Restricted funds	Total funds as restated £
	£	£	
INCOME AND ENDOWMENTS FROM			
Charitable activities			
Charitable activities	544,089	-	544,089
Investment income	<u>5,260</u>	<u>-</u>	<u>5,260</u>
Total	<u>549,349</u>	<u>-</u>	<u>549,349</u>
EXPENDITURE ON			
Charitable activities			
Charitable activities	<u>605,031</u>	<u>92,715</u>	<u>697,746</u>
NET INCOME/(EXPENDITURE)	(55,682)	(92,715)	(148,397)
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>583,631</u>	<u>162,078</u>	<u>745,709</u>
TOTAL FUNDS CARRIED FORWARD	<u>527,949</u>	<u>69,363</u>	<u>597,312</u>

14. PRIOR YEAR ADJUSTMENT

The comparatives have been restated for the following adjustments:

- Deferred membership income was miscalculated in prior years. The comparatives have been amended to increase deferred income as at 31 March 2023 from £32,512 to £204,587 and as at 31 March 2022 from £44,334 to £206,691.
- In prior years restricted fund grant income was accounted for using the accrual model. However Charities SORP requires that grant income be recognised using the performance model. The comparatives have been amended to reflect the different point in time that grant income is recognised under the performance model compared to the accrual model.
- In prior years there was a restricted fund called Regions and Home Counties fund. However this fund derived from unrestricted trading income. The comparatives have been amended to show this within general unrestricted funds, rather than as a restricted fund.
- Cash held in 1 year fixed term deposit bonds totalling £151,606 (2022 - £300,000) were in prior years included in cash at bank. The comparatives have been amended to reclassify these balances as current asset investments

The effect of these prior year adjustments on last year's statement of financial activities is as follows:

	Original balances £	adjust 1 £	adjust 2 £	adjust 3 £	adjust 4 £	Adjusted balances £
Income						
Donations and legacies	98,644	-	(98,644)	-	-	-
Charitable activities	553,807	(9,718)	-	-	-	544,089
Investment Income	5,260	-	-	-	-	5,260
Expenditure						
Charitable activities	<u>(697,746)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(697,746)</u>
Net income/(expenditure)	(40,035)	(9,718)	(98,644)	-	-	(148,397)
Opening total funds	<u>780,048</u>	<u>(162,359)</u>	<u>128,020</u>	<u>-</u>	<u>-</u>	<u>745,709</u>
Closing total funds	<u><u>740,013</u></u>	<u><u>(172,077)</u></u>	<u><u>29,376</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>597,312</u></u>

Association for Physical Education

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2024**

14. PRIOR YEAR ADJUSTMENT - continued

The effect of these prior year adjustments on the balance sheet as at 31 March 2023 is as follows:

	Original balances £	adjust 1 £	adjust 2 £	adjust 3 £	adjust 4 £	Adjusted balances £
Tangible fixed assets	3,760	-	-	-	-	3,760
Fixed asset investments	1	-	-	-	-	1
Debtors	143,693	-	29,376	-	-	173,069
Current asset investments	-	-	-	-	151,606	151,606
Cash at bank	733,189	-	-	-	(151,606)	581,583
Creditors	<u>(140,630)</u>	<u>(172,077)</u>	-	-	-	<u>(312,707)</u>
	<u>740,013</u>	<u>(172,077)</u>	<u>29,376</u>	<u>-</u>	<u>-</u>	<u>597,312</u>
Unrestricted funds	663,515	(172,077)	-	36,511	-	527,949
Restricted funds	<u>76,498</u>	<u>-</u>	<u>29,376</u>	<u>(36,511)</u>	<u>-</u>	<u>69,363</u>
	<u>740,013</u>	<u>(172,077)</u>	<u>29,376</u>	<u>-</u>	<u>-</u>	<u>597,312</u>

The effect of these prior year adjustments on the balance sheet as at 31 March 2022 is as follows:

	Original balances £	adjust 1 £	adjust 2 £	adjust 3 £	adjust 4 £	Adjusted balances £
Tangible fixed assets	5,341	-	-	-	-	5,341
Fixed asset investments	1	-	-	-	-	1
Debtors	96,348	-	112,500	-	-	208,848
Current asset investments	-	-	-	-	300,000	300,000
Cash at bank	870,082	-	-	-	(300,000)	570,082
Creditors	<u>(191,724)</u>	<u>(162,359)</u>	<u>15,520</u>	<u>-</u>	<u>-</u>	<u>(338,563)</u>
	<u>780,048</u>	<u>(162,359)</u>	<u>128,020</u>	<u>-</u>	<u>-</u>	<u>745,709</u>
Unrestricted funds	721,523	(162,359)	-	24,467	-	583,631
Restricted funds	<u>58,525</u>	<u>-</u>	<u>128,020</u>	<u>(24,467)</u>	<u>-</u>	<u>162,078</u>
	<u>780,048</u>	<u>(162,359)</u>	<u>128,020</u>	<u>-</u>	<u>-</u>	<u>745,709</u>

15. DONATED SERVICES

During both the current and previous years, the University of Worcester provided the charity with office space and related services free of charge.

No value has been included in the financial statements to reflect this donation of services, on the basis the value of these services cannot be reliably determined.

Association for Physical Education

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2024**

16. TANGIBLE FIXED ASSETS

	Office equipment £	Computer equipment £	Totals £
COST			
At 1st April 2023	3,008	29,288	32,296
Additions	<u>782</u>	<u>3,265</u>	<u>4,047</u>
At 31st March 2024	<u>3,790</u>	<u>32,553</u>	<u>36,343</u>
DEPRECIATION			
At 1st April 2023	2,712	25,824	28,536
Charge for year	<u>296</u>	<u>1,948</u>	<u>2,244</u>
At 31st March 2024	<u>3,008</u>	<u>27,772</u>	<u>30,780</u>
NET BOOK VALUE			
At 31st March 2024	<u>782</u>	<u>4,781</u>	<u>5,563</u>
At 31st March 2023	<u>296</u>	<u>3,464</u>	<u>3,760</u>

17. FIXED ASSET INVESTMENTS

	Shares in group undertakings £
MARKET VALUE	
At 1st April 2023 and 31st March 2024	<u>1</u>
NET BOOK VALUE	
At 31st March 2024	<u>1</u>
At 31st March 2023	<u>1</u>

The company's investments at the balance sheet date in the share capital of companies include the following:

afPE Limited

Registered office: 1 Elgar Business Centre, Moseley Road, Hallow, Worcester, WR2 6NJ

Nature of business: Dormant

	%	2024	2023
	holding	£	£
Class of share:			
Ordinary	100		
Aggregate capital and reserves		1	1

18. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023 as restated
	£	£
Trade debtors	14,692	36,043
Other debtors	3,025	-
Accrued income	19,107	124,101
Prepayments	<u>14,083</u>	<u>12,925</u>
	<u>50,907</u>	<u>173,069</u>

Association for Physical Education

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2024**

19. CURRENT ASSET INVESTMENTS

	2024	2023 as restated
	£	£
Cash equivalents on deposit	<u>255,000</u>	<u>151,606</u>

20. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023 as restated
	£	£
Trade creditors	42,312	50,273
Social security and other taxes	6,298	6,314
VAT	14,162	11,632
Other creditors	2,480	7,118
Accrued expenses	23,778	12,447
Deferred income	<u>190,581</u>	<u>224,923</u>
	<u>279,611</u>	<u>312,707</u>

Deferred income

Deferred income at the year end consist of:

	2024	2023
	£	£
Membership subscriptions	174,460	204,587
Advertising income	12,371	12,371
Royalties	3,750	3,750
Annual conference fees	-	2,124
Other income	-	2,090
	<u>190,581</u>	<u>224,922</u>

All deferred income at the end of last year was released to the statement of financial activities during the current financial year.

21. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2024	2023 as restated
	£	£
Within one year	15,448	2,730
Between one and five years	<u>13,402</u>	<u>-</u>
	<u>28,850</u>	<u>2,730</u>

Association for Physical Education

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2024**

22. MOVEMENT IN FUNDS

	At 1.4.23 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General fund	527,949	(122,938)	405,011
Restricted funds			
Gerald Murray	676	-	676
Sport England - Primary PE	39,313	(39,313)	-
Sport England - Secondary Teacher Training	29,374	(29,374)	-
	<u>69,363</u>	<u>(68,687)</u>	<u>676</u>
TOTAL FUNDS	<u>597,312</u>	<u>(191,625)</u>	<u>405,687</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	565,215	(688,153)	(122,938)
Restricted funds			
Sport England - Primary PE	-	(39,313)	(39,313)
Sport England - Secondary Teacher Training	-	(29,374)	(29,374)
Concussion resources for schools	10,000	(10,000)	-
	<u>10,000</u>	<u>(78,687)</u>	<u>(68,687)</u>
TOTAL FUNDS	<u>575,215</u>	<u>(766,840)</u>	<u>(191,625)</u>

Comparatives for movement in funds

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	583,631	(55,682)	527,949
Restricted funds			
Gerald Murray	676	-	676
Sport England - Primary PE	42,080	(2,767)	39,313
Sport England - Secondary Teacher Training	119,322	(89,948)	29,374
	<u>162,078</u>	<u>(92,715)</u>	<u>69,363</u>
TOTAL FUNDS	<u>745,709</u>	<u>(148,397)</u>	<u>597,312</u>

Association for Physical Education

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2024**

22. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	549,349	(605,031)	(55,682)
Restricted funds			
Sport England - Primary PE	-	(2,767)	(2,767)
Sport England - Secondary Teacher Training	-	<u>(89,948)</u>	<u>(89,948)</u>
	-	<u>(92,715)</u>	<u>(92,715)</u>
TOTAL FUNDS	<u>549,349</u>	<u>(697,746)</u>	<u>(148,397)</u>

DESIGNATED FUNDS

Regions and Home Counties

Relates to funds raised by regional committees which is ring-fenced for those regions future use.

There is no fixed time frame under which these funds are expected to be spent by.

RESTRICTED FUNDS

Gerald Murray

Relates to a historical bequest to be used to reward the professional when colleagues have made a significant contribution.

Sport England - Primary PE

Relates to grants received from Sport England to be used to assist with providing PE activities to primary school children.

Sport England - Secondary Teacher Training

Relates to grants received from Sport England to be used to provide a secondary teacher training programme.

23. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2024.

24. FRC ETHICAL STANDARD - PROVISIONS AVAILABLE FOR SMALL ENTITIES

In common with many other businesses of our size and nature we use our auditors to prepare assist with the preparation of the financial statements.

Association for Physical Education
Detailed Statement of Financial Activities
for the Year Ended 31st March 2024

	2024	2023
	£	as restated £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	10,000	-
Investment income		
Bank interest	7,217	5,260
Charitable activities		
Subscriptions	338,245	365,230
Royalties	64,970	60,712
Advertising	17,992	17,433
Training courses and conferences	114,266	68,169
Other contract income	<u>22,525</u>	<u>32,545</u>
	557,998	544,089
Total incoming resources	575,215	549,349
EXPENDITURE		
Charitable activities		
Training courses and conferences	109,020	55,568
Project and contract work cost	46,166	123,664
Travel	14,458	11,755
Sundries	-	4,513
Physical Education Matters publication costs	53,872	48,125
Physical Education and Sport Pedagogy publication costs	30,437	37,038
General advertising activities	3,909	3,374
Conferences and other events	<u>14,514</u>	<u>16,905</u>
	272,376	300,942
Support costs		
Wages	269,597	221,866
Social security	22,254	19,176
Pensions	21,780	18,118
Photocopier rental costs	3,779	3,897
Rent	11,299	-
Premise expenses	4,708	4,408
Insurance	27,926	26,791
Office running costs	27,012	19,454
Staff travel	11,824	6,660
Bank charges	2,817	2,207
Health & safety and other technical advisers	30,722	27,136
Irrecoverable VAT	24,971	12,666
Depreciation	2,244	1,976
Bank interest	<u>-</u>	<u>26</u>
	460,933	364,381

This page does not form part of the statutory financial statements

Association for Physical Education

**Detailed Statement of Financial Activities
for the Year Ended 31st March 2024**

	2024	2023
	£	as restated £
Governance costs		
Auditors' remuneration	7,350	9,605
Trustee meeting costs	5,027	7,676
Governance officer fees	16,781	15,142
Legal and professional fees	4,373	-
	<u>33,531</u>	<u>32,423</u>
Total resources expended	<u>766,840</u>	<u>697,746</u>
Net expenditure	<u>(191,625)</u>	<u>(148,397)</u>

ASSOCIATION FOR PHYSICAL EDUCATION

England & Wales - Charity number 1114673

Accounts

REGISTERED COMPANY NUMBER: 05526637 (England and Wales)
REGISTERED CHARITY NUMBER: 1114673

**Report of the Trustees and
Financial Statements
for the Year Ended 31 March 2023
for
ASSOCIATION FOR PHYSICAL EDUCATION**

Cooper Parry Group Limited
CUBO Birmingham, Office 401
4th Floor, Two Chamberlain Square
B3 3AX

ASSOCIATION FOR PHYSICAL EDUCATION

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for the year ended 31 March 2023**

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ASSOCIATION FOR PHYSICAL EDUCATION

**Reference and Administrative Details
for the year ended 31 March 2023**

TRUSTEES

J Keay (Chair)
J Harris
R Neal
K Bali
J Mulcahy
S Speak
R Antcliffe
R Bullingham
C I'Anson

COMPANY SECRETARY

S Wilkinson

REGISTERED OFFICE

1 Elgar Business Centre
Moseley Road
Hallow
Worcester
Worcestershire
WR2 6NJ

REGISTERED COMPANY NUMBER 05526637 (England and Wales)

REGISTERED CHARITY NUMBER 1114673

AUDITORS

Cooper Parry Group Limited
CUBO Birmingham, Office 401
4th Floor, Two Chamberlain Square
B3 3AX

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2023

The Trustees present their annual report together with the financial statements and Auditors' report of the Charity for the year ended 31 March 2023, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and 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).

Trustees of the Charity

The directors of the charitable company are its trustees for the purposes of charity law. The trustees who served during the year and since the year end were as follows:

R Bullingham	– appointed 15 March 2023
J Keay	
K Bali	
J Harris	
J Mulcahy	
R Antcliffe	– appointed 15 March 2023
R Neal	
S Speak	
M Stevenson	– resigned 15 March 2023
A Tansley	– resigned 15 March 2023
C I'Anson	– appointed 15 March 2023

CHAIR'S REPORT

In my second year as Chair of afPE I am pleased to report that the organisation has continued to develop and extend its services to members; this includes the support for emotional well being extended to members' families. It has maintained the growth in membership achieved during the previous year. This positive position is as a result of the hard work of the CEO and permanent staffing and also the contributions of consultants, members, associates and partners.

Along with national partners, afPE has been at the forefront of continuing to support and develop; in particular, the Department for Education's Primary PE and sport premium advice and guidance to schools. afPE has also been highly visible and influential in its support for schools and the sector with regards to the implementation of the Ofsted Education Inspection Framework (EIF). afPE has continued to contribute to the All Party Parliamentary Group's (APPG) work on 'A Fit and Healthy Childhood'. The CEO, staff and consultant team have once again worked relentlessly over the last year, traveling the length and breadth of the UK, they have presented at a large number of key national conferences and events and provided bespoke professional development to schools and member groups.

afPE has continued to support Government departments, in particular the Department for Education (DfE) with expert guidance and insight. The Association has also been involved with a large number of national partners in the development of strategies to support the implementation of the School Sport and Physical Activity Action Plan. We have been delighted to see some impact of our PE Taskforce, chaired by Edward Timpson CBE MP and to receive the first research report on the impact of making PE a core subject. We remain grateful, to our colleagues at United Learning for their help and support in running the taskforce's recommendation of changing the status of PE to a core subject in a real-world setting.

afPE remains the UK's single PE Subject Association and takes its place as part of the Council for Subject Associations (CfSA) and we continue to be highly influential, credible and respected within and beyond the education sector. We have used the agreed three strategic objectives: 1) Support the creation of a highly skilled workforce; 2) Deliver excellent member services; 3) Work to influence policy and decision making to deliver real world impact to guide the work of the Association.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2023

CHAIR'S REPORT (continued)

The Association has a risk register which is reviewed regularly in order to ensure we are fully aware of changes affecting our work and are able to act when unexpected issues impact on the work of the Association. afPE is in a 'healthy' position and the Trustees, in conjunction with the staff, have focused on ensuring a sustainable level of financial activity including controlling the cost base. We have maintained our level of business activity and the number of Business Associates is at 54 and most significantly afPE has maintained its membership level. The difficulties in producing financial data experienced last year have had an impact this year but we are now in a position where we are up to date with all reports.

As stated in previous Annual Reports, the Trustees can confidently report that afPE has ensured that our members are fully informed on national PE, sport, physical activity and education sector updates, which in turn has driven substantial media traffic to afPE.

afPE has continued to grow and build additional capacity through establishing new partnerships and increasing its consultant base, whilst retaining its values and commitment to delivering a high level of service to its members and the wider sector. We took the decision to expand the Executive Team for 23/24 in order to consolidate the current work of the CEO and to expand afPE's work and services to include a focus on early years, FE and school improvement. This, alongside the important need and rise in business activity, the substantial work to ensure compliance against the new UK Sport Governance Code and the expectation of members and national partners, has remained a positive challenge for afPE. The Board of Trustees believes that afPE has risen to the challenge and we are confident that the Association has remained the 'UK representative organisation of choice for people and agencies delivering or supporting the delivery of physical education in schools and in the wider community'.

As always and in conclusion, the Trustees would like to congratulate and thank the staff for their continued passion, hard work and commitment to afPE during this last year. It has not been an easy year and they have had to overcome some significant challenges but they have worked hard to ensure the Association meets the outcomes of the afPE Strategic Plan (2022-2025). I would also personally like to thank my fellow Trustees for their support and in keeping the Association on track and monitoring its growth. Finally, the Trustees would like to acknowledge the continued loyalty and support of its members, not only over the past 12 months but over the past years. This does not go unnoticed and as a result we have been able to maintain a solid foundation.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2023

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Charity's core objects, as set out in its Memorandum of Association, are:

The advancement of high quality physical education for the benefit of the public, particularly but not exclusively by providing consultation and qualified advice to the teaching profession, schools and other statutory or government agencies.

The Charity's aim is as follows:

- We are the voice of PE and our vision is to support the workforce to put physical education at the heart of school life. With a Commitment to being the representative UK organisation for people and agencies delivering or supporting the delivery of physical education in schools and in the wider community.

The strategies employed to achieve the Charity's aims are to:

1. Demonstrate the distinctive role of physical education in children and young people's learning, development and achievement
2. Establish and sustain physical education at the heart of school life and whole-school development, through support for high quality learning and teaching; research; ethical leadership and politically informed advocacy and representation
3. Raise awareness of physical education's contribution to public health and well-being and increased participation
4. Play a leading role in the development of a workforce with the skills and qualities required to assure high quality physical education and sport in schools and in the wider community
5. Provide high quality, professional, sustainable services for members and partners.

The criteria the Charity used to assess success in the reporting period were:

- Client feedback across contractual commitments including international contracts
- Member feedback and satisfaction regarding value for money
- Consultant reviews
- Partner feedback, including civil servants' feedback on afPE's performance across the sector
- The appropriate financial management of all activities and auditor advice and feedback
- The status and quality of physical education in schools and its related impact on pupil standards and outcomes
- Staff analysis and monitoring of the Charity's key performance indicators.

The significant activities undertaken during the period were:

- Planned for the expansion the Professional Institute for Accredited Physical Education's offer of professional development for the workforce, with SLQ as the accrediting partner
- All afPE's accredited CPD has been transferred to SLQ rebranded to (The Leadership Skills Foundation)
- Developed the portfolio of non-accredited courses to support the workforce
- Providing professional learning to support a sustainable workforce in physical education, school sport and physical activity (PESSPA) including adaptive and transformational PESSPA
- Continuation of the implementation of some of the Task Force recommendations including positioning PE as a core subject, sharing with Ministers and civil servants; including phase 2 of the research
- Ongoing support to DfE for the reporting on the Primary PE and sport premium, including significant communications to the sector regarding the review of reporting templates for July 2022
- Worked with partners to ensure national delivery on key strategic initiatives
- Design of new free members' webinars to support professional learning and generic webinars for the wider workforce
- Updating and contributing to key workforce changes in the health and safety recommendations for the sector
- Increased support to ITE through a national advisor, a targeted newsletter and a dedicated seminar, as well as the support for a designated network day, chapters in PE Matters
- Responding to the increasing needs of the workforce and to respond by producing new resources to support the sector
- Increased the capacity of the consultant team to ensure capacity to meet the needs of the profession

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2023

Objectives and aims (continued)

- Increased volunteer capacity to attend APPGs, being in a position to respond to government initiatives and strategies
- Tendered for significant sector contracts
- Worked to support National Governing Bodies such as the LTA and Rounders, to support the creation of resources to support the workforce
- Worked with the Black Swim Association and other Aquatic partners to improve water safety and safe self-rescue
- Have acted in a voluntary and paid capacity to give support to HAF, Max Whitlock and Podium Analysis
- Representation at a Ministerial face to face Roundtable meeting
- Contributed to the consultation on the Sport and Activity Action Plan
- Representation at Cross departmental meetings
- Contributed to the Healthy Britain: A New Approach to Health and Wellbeing Policy led by Kim Leadbeater MP
- Commissioned EDI consultants to advise an extensive EDI policy
- Supported the team at Creating Active Schools
- Supported colleagues in Scotland to promote PE
- Ongoing resources to media requests.

These activities contribute to the achievement of the Charity's aims and objectives by:

- Supporting the sector in identifying, promoting and developing the role of PE in schools and its place as a core priority to ensure all children and young people are physically, emotionally, socially and cognitively developed
- Building on existing partnerships and forming different partnerships to underpin the significant work of the organisation to secure greater impact through a collaborative approach
- Ensuring key personnel, in the evolving political landscape, including civil servants, understand the contribution of PE to pupils' health and emotional well-being
- Supporting the membership in navigating the landscape so that they receive consistent messages that provide clarity so that they are able to carry out their roles irrespective of the educational context in which they work
- Ensuring all children and young people and the workforce can be kept safe in PE, sport and physical activities. Increasing support to members and their families to manage the challenges that they are facing, including increasing the services for health and emotional well-being.

Ensuring that there is a relevant and accessible CPD offer to the workforce to teach curriculum PE:

- Forming different partnerships to underpin the significant work of the organisation to secure greater impact
- Working alongside partners and key government departments at national strategic meetings to advocate the importance of PE, SS and PA, whilst creating appropriate actions for implementation
- Being part of a wider network group to steer the direction of School Sport Action and Activity Action plan
- Ensuring key personnel, including civil servants understand the contribution of PE to pupils' health and emotional well-being and its relationship with cognitive development through afPE's Head, Hands, Heart model
- Supporting the membership so that they have access to advice and support in all aspects of the professional context including health and safety, the safeguarding of children and young people
- Ensuring that all children and young people can be kept safe in PE, sport and physical activities
- Offering insurance and employment advice to members so that they feel they can carry out their duties in a way that protects them in the workplace
- Increasing the off of service to support members and their families that supports their emotional well-being.

Public benefit statement

The Trustees have reviewed the activities of the Charity in the light of the guidance published by the Charity Commission on public benefit. The Trustees are satisfied that the Charity's activities are for the public benefit, relating as they do to the development, establishment and sustained high quality PE, sport and physical activity across the education, sport and physical activity sector. This benefits the community by demonstrating, raising awareness, supporting, guiding and advising on the importance of the uptake and participation in physical education, sport and physical activity and its contribution to public health and well-being.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2023

Our volunteers

Through its membership, afPE encourages and recruits' volunteers to support various aspects of its work including advocacy, representation and in some cases, the delivery of the afPE aims and objectives at local, regional and national level i.e.

- Support working groups and Special Interest groups such as the Initial Teacher Education (ITE) Network, the PE Matters Editorial group, THE PESP Editorial and review committees, the Awards committee, conference planning, and Sport England consultation on physical literacy
- Support CPD planning groups
- Represent afPE at the Sport and Recreation Alliance, the Primary Umbrella Group and several All Party Parliamentary Groups AAPGs
- Promote the status of Physical Education School Sport and Physical Activity (PESSPA) across the Physical Education and School Sport (PESS) sector
- Trial resources and give feedback to improve on design and content for colleagues including elite sporting personalities
- Act as representatives at various partner meetings and events, including partner working such as the school sport and physical activity sector group
- Attend relevant Government department meetings and briefings
- Chair various events and meetings
- Represent the membership of the organisation at Board level
- Operate an Awards Committee to make recommendations to the Boards
- Operate a Board Co options committee
- Carry out ad hoc duties at various events, including representation at third party events.

The Trustees would like to take this opportunity to thank all members, Business Associates and key partners for giving their time on voluntary basis to support the work of the Association.

STRATEGIC REPORT

Achievement and performance

Charitable activities

The following achievements allowed afPE to deliver against all 5 corporate objectives, with a focus on its new strategy and working towards the achievement of the 2022 – 2023 outcomes:

1. Support the creation of a highly skilled workforce
 - Designed, created an increased menu of 11 webinars giving increased webinar for access for members post live events, through a more effective recording system
 - Webinar attendance surpassed the target set
 - afPE also continued with the ITE Update.
2. Deliver Excellent member services
 - Increased the Validators consultant team and managed an increase in the Validation for the Quality Mark process
 - Achieving a 100% success with the reapplications for Quality Mark. Increased the number of Validators to support the reapplication process and the generic team.
3. Influence policy and decision making to deliver real world impact
 - Health and Safety Team providing on update support and advice
 - Ongoing migration to e communication with members to ensure sustainable support, reduce costs and to improve the Association's commitment to improving the environmental savings
 - Negotiated and new Association management seem to go live in the summer of 2023 to provide increased and improved services to members
 - Consolidated storage and office space to include a training facility and improved staff conditions
 - Appoint additional senior Executives senior
 - Increase the Back-room capacity

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2023

Charitable activities (continued)

- Maintaining and increasing afPE's representation and advocacy role, including support to several Active Partnerships (APs) and School Sport Partnerships (SSPs), This aim was also fulfilled by successful delivery of a number of keynote addresses, workshops at Primary and secondary PE and sport conferences in partnership with afPE members, APs, SSPs and other partners including Business Associates' events
- afPE also led and delivered several advice and support webinars, emails and articles regarding the effective use of underspend of the primary PE and sport premium
- Worked with partners to Chair and support the Black Country Commonwealth aquatic legacy group the Sport and Physical Activity Advisory Board working group
- Support to the Black Swimming Association to raise the profile of the challenges ethnic groups face regarding swimming attainment
- Achieving a 100% success with the reapplications for Quality Mark. Increased the number of Validators to support the reapplication process and the generic team
- On-going updating of the schools' template for the revised guidance for the Primary PE & Sport Premium funding which included two updates
- Increasing partnerships achieving the largest number of Business Associates in the Association's history - by expanding our working relationships with new Business Associates and new partners
- Increased quality, provision and reach of the afPE publications for members and the wider sector e.g. PE
- Significant partner change regarding accreditation and the creation of the Professional Institute of PE'
- Successfully created power points and resources to the Secondary Sector as part of the Sport England SEETT
- Over 96% of afPE professional learning rated as good or outstanding
- Successfully delivered on going contract deliverables for Sport England and Youth Sport Trust on the Sport England SETT programme and the YST Legacy
- Worked in partnership with Active Partnerships to create a risk management system for the Opening Schools Facilities
- Worked with the Concussion – If in Doubt Sit it Out, working group to get feedback on the school's context and worked with the medical leads to present a webinar to support to raise awareness and support the workforce
- The largest number of Consultants working with afPE in its history.

In addition, the following examples are of key areas that have been a priority for afPE, underpinning additional operational work:

- Ongoing research into the place of core PE
- How PE can become a transformational influencer
- afPE members have continued to contribute to the consultation started in the previous financial year regarding Helping to Build an Understanding of Physical Literacy.

Sport England SETT Legacy:

The Sport England funded grant was instrumental in supporting the provision of PE in secondary schools. Due to the slowdown of the project during Covid the programme has run over but remains in budget. afPE, will complete the final part of the work which focusses on capturing case work via filming in schools the impact of the investment on young people. The media clips will be available to all consortium members to ensure that they have access to the advocacy and promotional clips. In addition, afPE is working with YST to complete elements of the programme legacy deliverables. The main one focussing on ensuring more schools are supported to secure an afPE Quality Mark award.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2023

Financial review

Financial position

During the year ended 31 March 2023, the Charity received total income of £657,711, a decrease of £29,109 compared to 2022. Expenditure for the year totalled £697,746, an increase of £62,161 compared to 2022. The deficit of income against expenditure was £40,035 for the year.

At the year end the Charity had total reserves of £740,013 with restricted reserves of £76,498, an increase of £17,973 compared to 2022.

The Finance Committee reviews the level of reserves held annually. This review includes assessment of the nature of income streams and committed expenditure, future liabilities, disaster recovery costs and/or dissolution costs.

The Trustees continue to explore strategies for investing the current surplus reserves to support our charitable purposes and related charitable projects.

The Charity had no reserves in deficit at 31 March 2023.

Investment policy and objectives

The Charity operates a low risk approach to the investment of funds. Total income from all investments for the year ended 31 March 2023 was £5,260. There were no expenses incurred in earning this income.

Reserves policy

The total reserves of the charity decreased by £40,035 to £740,013 from £780,048. Restricted funds increased from £58,525 to £76,498. Unrestricted funds decreased from £721,523 to £663,515 in the year.

afPE's reserve policy is to hold a minimum level of free reserves equivalent to £300,000, in order to ensure that any delay in the receipt of income by the Trust, caused by the actions of third parties, does not affect the ability of the Trust to meet its obligations to its beneficiaries.

The amount held in free reserves at 31 March 2023 was £659,754 which would cover 11 months of expenditure. The Trustees regularly review the appropriateness of the reserves policy with regard to the current environment in which the Trust operates and believe the level of free reserves to be appropriate.

Going concern

The Trustees have a reasonable expectation that the charitable company has adequate resources to continue its operational activities for the foreseeable future, being a period of twelve months after the date on which the report and financial statements were signed. For this reason, it continues to adopt the going concern basis in the financial statements.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2023

STRATEGIC REPORT

Financial and risk management objectives and policies

The principal risks faced by the Charity are:

- Operational risk - such as recruitment and staffing, staff motivation, volunteering activity, office and IT requirements.
- Financial risk - the financial viability of the Association, recoverability of debts, compliance with legislation, maintaining membership numbers, and contractual commitments.
- Strategic risk - such as changes to the National Curriculum, not recruiting or retaining the right level of Board members, and a lack of focus on the Association impact and funding, or lack of partner engagement or political support.
- Compliance risk - such as compliance with the Articles, Charity Commission and business laws, and HR policies.

The Trustees have a risk management strategy which comprises a regular review of the Risk Register and discussion at Board of effective mitigation of these risks.

Future plans

The Charity has identified the following areas as the key aspects of future plans to be pursued during the next financial year:

- Create further opportunities to develop accredited and non-accredited pathways within the Institute of PE
- To work with partners to find solutions to ensure PE is at the heart of school life to implement all the Task Force recommendations
- Continue to lobby for Physical Education being a core subject and the reframing of PE
- Attend key Ministerial, Government Departmental and national partner strategy meetings particularly in relation to the School Sport and Activity Action Plan
- Contribute to the development of materials to support the Primary PE and Sport Premium funding and the consultation on PE Non-Statutory Guidance
- Present strategic messages at key sector conferences and workshops
- Author Safe Practice 2024
- Revise and update the Association's management system and website to provide an increased service to members.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Association for Physical Education is a company limited by guarantee, governed by its Articles of Association dated 3 July 2019. It is registered as a charity with the Charity Commission.

Details of the Trustees who served throughout the year are included in these accounts.

Members' liability

Each member of the Charitable Company undertakes to contribute to the assets of the Company in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £1 (amended from £10 on 5 July 2017) for the debts and liabilities contracted before they cease to be a member.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

In July 2018 the membership approved amendment of the Articles of Association relating to appointments to the Board. All potential trustees, including the Chair of the Association, may be nominated by members and also sought through external agencies to provide a blend of member and independent (non-member) representatives. A rigorous process, based on specific expertise to establish and maintain an effective Management Board, then identifies those selected for a tenure of three years. All Trustees may be re selected for one further period of three years. The Chair, Vice Chair and Treasurer are nominated and appointed to each specific position. The Memorandum and Articles provides a minimum of 7 Trustees, to a maximum of 12 Trustees, with a rotation of tenure completion providing a balance between continuity and new representation. The Trustees have the power to co-opt up to 3 further trustees, to the maximum of twelve in total, to fill specialist roles where the Board identifies specific needs.

All members are circulated with invitations to nominate Trustees, advising them of any retiring Trustees and requesting nominations for the vacant positions. When considering co-opting Trustees, the Board has regard to the requirement for any specialist skills needed, for example, business development, marketing, human resources and recruitment skills.

When appointing new Trustees, the Board gives consideration to the balance of skills and experience needed to ensure that the Board has the necessary skills to contribute fully to the Charity's development.

The training and induction provided for new Trustees will depend upon their existing experience but would always include the provision and explanation of explanatory documents such as "The Essential Trustee" and similar guidance, key policies and regular professional learning opportunities at the beginning of Board meetings. As there are normally only two or three new Trustees a year, induction tends to be done informally and is tailored specifically to the individual. Advantage is taken of specific courses offered by the other bodies where available and relevant.

Organisational structure

The Board of Trustees normally meets at least four times per year, establishing an overall framework for the governance of the Charity and determining membership, terms of reference and procedures of Committees and other groups. It receives reports from the Finance Committee and other groups where relevant, with recommendations for adoption, as appropriate. It monitors the activities of the Committees through the minutes of their meetings and reports to each Board meeting. The Board may from time to time establish Working Groups to perform specific tasks over a limited timescale.

The Finance Committee meets at least 3 times a year and is responsible for monitoring, evaluating and reviewing policy and performance in relation to financial management, compliance with reporting and regulatory requirements and reporting. It also incorporates the role of an audit committee.

The Board of Trustees considers any proposals for changes to the status or constitution of the Charity and its committee structure, approval of the four year strategic plan, budget and other strategic decisions as appropriate and relevant to the objects of the Association.

The Trustees are responsible for setting general policy, adopting a strategic plan and budget, approving the statutory accounts, monitoring the Charity by the use of budgets and other data, and making major decisions about the direction of the Charity, capital expenditure and staff appointments.

Key management personnel

The Board of Trustees have devolved responsibility for day to day management of the Charity to the key management personnel. The key management personnel comprise the Chief Executive Officer, the Membership and Communications Manager and the Finance Officer. The key management personnel implement the policies laid down by the Trustees and report back to them on performance. Further details regarding key management personnel are disclosed in these accounts.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Related parties

None of our Trustees receive remuneration or other benefit from their work as Trustees for the Charity. Trustees may receive appropriate recompense for work for the Association other than that of a Trustee, providing the Chief Executive informs the Board that such consultative positions are held on merit and are open to other members of the Association. Further details regarding these transactions are disclosed in note 18 of these accounts.

The Charity has a wholly owned subsidiary, afPE Limited. The subsidiary is dormant, and details are disclosed in note 12.

FUNDS HELD AS CUSTODIAN TRUSTEE ON BEHALF OF OTHERS

The Charity and its Trustees do not act as the Custodian Trustees of any other Charity.

ADDITIONAL COMPANIES ACT REQUIREMENTS:

A Register of Persons with Significant Control is maintained annually. At this time, no Trustee has the power to apply such influence.

A register of Interests is also maintained with potential conflicts declared as they arise.

Review and confirmation of accuracy of the Register of Interests is recorded at each meeting of the Board of Trustees.

All Trustees complete HMRC Fit and Proper Person and Charity Commission Trustee Eligibility declarations confirming their suitability to act as Trustees.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Association for Physical Education 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;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

ASSOCIATION FOR PHYSICAL EDUCATION

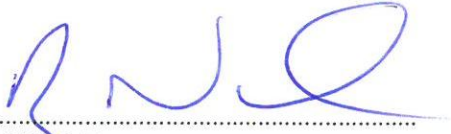
Report of the Trustees
for the year ended 31 March 2023

AUDITORS

The audit business of Haines Watts Birmingham LLP was acquired by Cooper Parry Group Limited on 14 November 2023. Haines Watts Birmingham LLP has resigned as auditor and Cooper Parry Group Limited has been appointed in its place.

The auditors, Cooper Parry Group Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 15/12/23 and signed on the board's behalf by:



.....
R M Neal -Trustee

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Independent Auditors for the year ended 31 March 2023

Opinion

We have audited the financial statements of Association For Physical Education (the 'charitable company') for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (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 2023 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 Companies Act 2006.

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 Auditors' 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 UK, including the FRC'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 charitable company'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.

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 Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, 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 this gives rise to a material misstatement in the financial statements themselves. 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.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Independent Auditors for the year ended 31 March 2023

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, 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.

Our responsibilities for the audit of the financial statements

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 a Report of the Independent Auditors 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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We obtained an understanding of the legal and regulatory framework applicable to both the charitable company itself and the industry in which it operates. We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our sector experience and through discussion with the trustees and other management. The most significant were identified as the Companies Act 2006, the Charities Act 2011 and the Charities SORP (FRS102).

We considered the extent of compliance with those laws and regulations as part of our procedures on the related financial statements. Our audit procedures included:

- making enquires of trustees and management as to where they consider there to be a susceptibility to fraud and whether they have any knowledge or suspicion of fraud;
- obtaining an understanding of the internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations;
- assessing the design effectiveness of the controls in place to prevent and detect fraud;
- assessing the risk of management override including identifying and testing journal entries;
- challenging the assumptions and judgements made by management in its significant accounting estimates.

Whilst our audit did not identify any significant matters relating to the detection of irregularities including fraud, and despite the audit being planned and conducted in accordance with ISAs (UK), there remains an unavoidable risk that material misstatements in the financial statements may not be detected owing to inherent limitations of the audit, and that by their very nature, any such instances of fraud or irregularity would likely involve collusion, forgery, intentional misrepresentations, or the override of internal controls.

ASSOCIATION FOR PHYSICAL EDUCATION

**Report of the Independent Auditors
for the year ended 31 March 2023**

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 Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' 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 the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Andrew Hughes FCA (Senior Statutory Auditor)
for and on behalf of Cooper Parry Group Limited
CUBO Birmingham, Office 401
4th Floor, Two Chamberlain Square
B3 3AX

Date:

ASSOCIATION FOR PHYSICAL EDUCATION

**Statement of Financial Activities
for the year ended 31 March 2023**

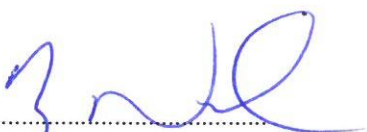
	Notes	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS					
Donations and legacies	2	-	98,644	98,644	147,065
Charitable activities	4	527,110	26,697	553,807	547,960
Investment income	3	<u>5,260</u>	<u>-</u>	<u>5,260</u>	<u>1,795</u>
Total		532,370	125,341	657,711	696,820
EXPENDITURE ON					
Charitable activities	5	590,378	107,368	697,746	635,585
Total		<u>580,042</u>	<u>107,368</u>	<u>697,746</u>	<u>635,585</u>
NET INCOME/(EXPENDITURE)		(58,008)	17,973	(40,035)	61,235
RECONCILIATION OF FUNDS					
Total funds brought forward		721,523	58,525	780,048	718,813
TOTAL FUNDS CARRIED FORWARD		<u><u>663,515</u></u>	<u><u>76,498</u></u>	<u><u>740,013</u></u>	<u><u>780,048</u></u>

ASSOCIATION FOR PHYSICAL EDUCATION

**Balance Sheet
31 March 2023**

	Notes	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	11	3,760	-	3,760	5,341
Investments	12	<u>1</u>	<u>-</u>	<u>1</u>	<u>1</u>
		3,761	-	3,761	5,342
CURRENT ASSETS					
Debtors	13	60,567	83,126	143,693	96,348
Cash at bank and in hand		<u>653,159</u>	<u>80,030</u>	<u>733,189</u>	<u>870,082</u>
		713,726	163,156	867,882	966,430
CREDITORS					
Amounts falling due within one year	14	(53,972)	(86,658)	(140,630)	(191,724)
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
NET CURRENT ASSETS		<u>659,754</u>	<u>76,498</u>	<u>736,252</u>	<u>774,706</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>663,515</u>	<u>76,498</u>	<u>740,013</u>	<u>780,048</u>
NET ASSETS		<u>663,515</u>	<u>76,498</u>	<u>740,013</u>	<u>780,048</u>
FUNDS					
	16				
Unrestricted funds				663,515	721,523
Restricted funds				<u>76,498</u>	<u>58,525</u>
TOTAL FUNDS				<u>740,013</u>	<u>780,048</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 13/12/23 and were signed on its behalf by:



 R M Neal - Trustee

The notes form part of these financial statements

ASSOCIATION FOR PHYSICAL EDUCATION

**Cash Flow Statement
for the year ended 31 March 2023**

	Notes	2023 £	2022 £
Cash flows from operating activities			
Cash generated from operations	1	(141,758)	<u>22,539</u>
Net cash provided by operating activities		<u>(141,758)</u>	<u>22,539</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(395)	(5,171)
Interest received		<u>5,260</u>	<u>1,795</u>
Net cash provided by investing activities		<u>4,865</u>	<u>(3,376)</u>
Change in cash and cash equivalents in the reporting period		(136,893)	19,163
Cash and cash equivalents at the beginning of the reporting period		<u>870,082</u>	<u>850,919</u>
Cash and cash equivalents at the end of the reporting period		<u><u>733,189</u></u>	<u><u>870,082</u></u>

The notes form part of these financial statements

ASSOCIATION FOR PHYSICAL EDUCATION

Notes to the Financial Statements for the year ended 31 March 2023

1. 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)', the Charities Act 2011 and the Companies Act 2006. The financial statements have been prepared under the historical cost convention. The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Going concern

The trustees continue to adopt the going concern assumption as the basis of preparation of the charity's financial statements. In doing so, the trustees confirm they believe that no material uncertainties exist in the foreseeable future regarding the charity's ability to continue as a going concern. In forming this conclusion, the trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from the date of authorising these financial statements.

Income

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable the income will be received.

Grant income is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount be measured reliably.

Subscription income is recognised on receipt basis and deferred until criteria for income recognition is met.

Royalties and advertising income is recognised on invoice basis, in the period it relates.

Training course income is recognised on invoice basis when the event takes place.

Investment income is interest earned on bank accounts. This is recognised when receivable and the amount can be measured reliably, which is normally on notification by the bank of the interest paid.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report.

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.

Tangible fixed assets

Fixed assets are included at cost or valuation, items below £1,000 will be normally expensed through the statement of financial activities.

ASSOCIATION FOR PHYSICAL EDUCATION

**Notes to the Cash Flow Statement
for the year ended 31 March 2023**

1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2023 £	2022 £
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)	(40,035)	61,235
Adjustments for:		
Depreciation charges	1,976	2,928
Interest received	(5,260)	(1,795)
Decrease/(increase) in debtors	(47,345)	(27,354)
(Decrease)/increase in creditors	<u>(51,094)</u>	<u>(12,475)</u>
Net cash provided by operations	<u>(141,758)</u>	<u>22,539</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.22 £	Cash flow £	At 31.3.23 £
Net cash			
Cash at bank and in hand	<u>870,082</u>	<u>(136,893)</u>	<u>733,189</u>
	<u>870,082</u>	<u>(136,893)</u>	<u>733,189</u>
Total	<u>870,082</u>	<u>(136,893)</u>	<u>733,189</u>

The notes form part of these financial statements

ASSOCIATION FOR PHYSICAL EDUCATION

Notes to the Financial Statements - continued for the year ended 31 March 2023

1. ACCOUNTING POLICIES - continued

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

Fixtures and fittings	- 25% on cost
Computer equipment	- 25% on cost

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.

Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in a separate heading in the Statement of financial activities.

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.

Pensions

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund, or employees' personal pension schemes, as appropriate.

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.

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 to settle the obligation can be measured or estimated reliably. These are normally recognised at their settlement amount after allowing for any trade discounts due.

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.

ASSOCIATION FOR PHYSICAL EDUCATION

**Notes to the Financial Statements - continued
for the year ended 31 March 2023**

2. DONATIONS AND LEGACIES

	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
Grants	-	98,644	98,644	147,065
	<u>-</u>	<u>98,644</u>	<u>98,644</u>	<u>147,065</u>

Grants received, included in the above, are as follows:

	2023 £	2022 £
Sport England – Primary PE	8,696	26,087
Sport England – Secondary TT	<u>89,948</u>	<u>120,978</u>
	<u>98,644</u>	<u>147,065</u>

3. INVESTMENT INCOME

	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
Interest receivable	<u>5,260</u>	<u>-</u>	<u>5,260</u>	<u>1,795</u>

ASSOCIATION FOR PHYSICAL EDUCATION

**Notes to the Financial Statements - continued
for the year ended 31 March 2023**

4. INCOME FROM CHARITABLE ACTIVITIES

	2023 £	2022 £
Professional Leadership	97,107	104,224
Membership Services	374,948	343,922
Organisational development and capacity building	17,433	20,345
Advocacy and influence	55,983	78,283
Other Income	8,336	1,186
	<u>553,807</u>	<u>547,960</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 6) £	Totals £
Professional Leadership	218,177	121,291	339,468
Membership Services	136,693	189,162	325,855
Governance costs	-	32,423	32,423
	<u>354,870</u>	<u>342,876</u>	<u>697,746</u>

ASSOCIATION FOR PHYSICAL EDUCATION

**Notes to the Financial Statements - continued
for the year ended 31 March 2023**

6. SUPPORT COSTS

	Finance £	Other £	Governance costs £	Totals £
Professional Leadership	-	121,291	-	121,291
Membership Services	1,976	187,186	-	189,162
Governance costs	<u>-</u>	<u>-</u>	<u>32,423</u>	<u>32,423</u>
	<u>1,976</u>	<u>308,477</u>	<u>32,423</u>	<u>342,876</u>

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

Governance costs

	2023 Total activities £	2022 Total activities £
Auditors' remuneration	9,605	5,500
Board meeting costs	7,676	1,923
Other governance costs	15,142	13,320
Accountancy and legal fees	<u>-</u>	<u>4,269</u>
	<u>32,423</u>	<u>25,012</u>

7. NET INCOME/(EXPENDITURE)

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

	2023 £	2022 £
Depreciation - owned assets	<u>1,976</u>	<u>2,928</u>

8. AUDITORS' REMUNERATION

	2023 £	2022 £
Fees payable to the charity's auditors and their associates for the audit of the charity's financial statements	<u>9,605</u>	<u>5,500</u>

ASSOCIATION FOR PHYSICAL EDUCATION

Notes to the Financial Statements - continued
for the year ended 31 March 2023

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustee's remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

During the year, Trustees received reimbursed expenses amounting to £1,944 (2022 £1,422)

10. STAFF COSTS

Staff costs were as follows:

	2023	2022
	£	£
Wages and salaries	221,865	175,202
Social security costs	19,176	14,808
Other pension costs	<u>18,118</u>	<u>16,471</u>
	<u>259,159</u>	<u>206,481</u>

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

2023	2022
No.	No.
6	6

The number of higher paid employees was:

	2023	2022
	No.	No.
In the band £70,001 - £80,000	0	0
In the band £80,001 - £90,000	1	1

The key management personnel of the Charity comprises the Chief Executive Officer, the Marketing and Communications Manager and the Finance Officer, whose employee benefits totalled £169,685 (2022 £163,220), including employers National Insurance and pension contributions.

ASSOCIATION FOR PHYSICAL EDUCATION

**Notes to the Financial Statements - continued
for the year ended 31 March 2023**

11. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2022	2,613	29,288	31,901
Additions	<u>395</u>	<u>-</u>	<u>395</u>
At 31 March 2023	<u>3,008</u>	<u>29,288</u>	<u>32,296</u>
DEPRECIATION			
At 1 April 2022	2,613	23,947	26,560
Charge for year	<u>99</u>	<u>1,877</u>	<u>1,976</u>
At 31 March 2023	<u>2,712</u>	<u>25,824</u>	<u>28,536</u>
NET BOOK VALUE			
At 31 March 2023	<u>296</u>	<u>3,464</u>	<u>3,760</u>
At 31 March 2022	<u>-</u>	<u>5,341</u>	<u>5,341</u>

12. FIXED ASSET INVESTMENTS

	Investments £
MARKET VALUE	
At 1 April 2022 and 31 March 2023	<u>1</u>
NET BOOK VALUE	
At 31 March 2023	<u>1</u>
At 31 March 2022	<u>1</u>

There were no investment assets outside the UK.

The company's investments at the balance sheet date in the share capital of companies include the following:

afPE Limited

Registered office: 1 Elgar Business Centre, Moseley Road, Hallow, Worcester, WR2 6NJ

Nature of business: Dormant Company

	%		
Class of share:	holding		
Ordinary	100		
		2023	2022
		£	£
Aggregate capital and reserves		1	1

ASSOCIATION FOR PHYSICAL EDUCATION

**Notes to the Financial Statements - continued
for the year ended 31 March 2023**

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade debtors	36,043	27,231
Prepayments and accrued income	<u>107,650</u>	<u>69,117</u>
	<u>143,693</u>	<u>96,348</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade creditors	50,273	74,796
Social security and other taxes	6,313	6,980
VAT	11,632	11,635
Other creditors	7,118	5,542
Accruals and deferred income	<u>65,294</u>	<u>92,771</u>
	<u>140,630</u>	<u>191,724</u>

DEFERRED INCOME

	As at 1 April 2022	Released to incoming resources	Deferred in the year	As at 31 March 2023
	£	£	£	£
Membership	44,334	(44,334)	32,512	32,512
Advertising	12,371	(12,371)	12,371	12,371
Annual conference	2,124	(2,124)	2,124	2,124
Royalties	3,750	(3,750)	3,750	3,750
Grant income	15,518	(15,518)	-	-
Training courses	975	(975)	2,090	2,090
Total	79,072	(79,072)	52,847	52,847

At the balance sheet date the charity was holding funds received in advance for services due to be delivered after the year end and for which entitlement to the income is not received until the service is delivered.

15. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2023	2022
	£	£
Within one year	2,730	3,640
Between one and five years	<u>-</u>	<u>2,730</u>
	<u>2,730</u>	<u>6,370</u>

ASSOCIATION FOR PHYSICAL EDUCATION

**Notes to the Financial Statements - continued
for the year ended 31 March 2023**

16. FUNDS

	Balance b/f £	Incoming resources £	Resources expended £	Transfers £	Balance c/f £
Unrestricted funds					
General fund	721,523	532,370	(590,378)	-	663,515
	721,523	532,370	(590,378)	-	663,515
Restricted funds					
Gerald Murray	676	-	-	-	676
Regions and Home Counties	24,467	26,697	(14,653)	-	36,511
Sport England - Primary PE	33,382	8,696	(2,765)	-	39,311
Sport England - Secondary TT	-	89,950	(89,950)	-	-
	58,525	125,341	(107,368)	-	76,498
TOTAL FUNDS	780,048	657,711	(697,746)	-	740,013

Gerald Murray - This fund resulted from an historical bequest and its purpose is to reward the profession when colleagues have made a significant contribution.

Regions and Home Counties - Funds raised by regional committees and the income is ring-fenced for their future use.

Sport England - Primary PE - Income from a third party with specific project objectives and therefore restricted funds.

Sport England - Secondary TT - Income from a third party with specific project objectives and therefore restricted funds.

17. EMPLOYEE BENEFIT OBLIGATIONS

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund, or employees' personal pension schemes, as appropriate, and amounted to £18,118 (2022 £16,471).

18. RELATED PARTY DISCLOSURES

During the year a summary of the related party transactions are:

	2023 £	2022 £
Sales transactions with related party	-	393
Expenses reimbursed to trustees	1,944	1,422

19. INDIRECT DONATIONS

The University of Worcester supplied office accommodation and services to the approximate value of £15,000 during the year for which the Association is very grateful. The donation is not reflected in the income and expenditure shown.

ASSOCIATION FOR PHYSICAL EDUCATION

England & Wales - Charity number 1114673

Accounts

REGISTERED COMPANY NUMBER: 05526637 (England and Wales)
REGISTERED CHARITY NUMBER: 1114673

**Report of the Trustees and
Financial Statements
for the Year Ended 31 March 2022
for
ASSOCIATION FOR PHYSICAL EDUCATION**

Haines Watts Birmingham LLP
5 – 6 Greenfield Crescent
Edgbaston
Birmingham
B15 3BE

ASSOCIATION FOR PHYSICAL EDUCATION

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for the year ended 31 March 2022**

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ASSOCIATION FOR PHYSICAL EDUCATION

**Reference and Administrative Details
for the year ended 31 March 2022**

TRUSTEES	J Keay (Chair) J Harris R Neal M Stevenson A Tansley K Bali J Mulcahy S Speak
COMPANY SECRETARY	S Wilkinson
REGISTERED OFFICE	Room 117, Bredon University Of Worcester Henwick Grove Worcester Worcestershire WR2 6AJ
REGISTERED COMPANY NUMBER	05526637 (England and Wales)
REGISTERED CHARITY NUMBER	1114673
AUDITORS	Haines Watts Birmingham LLP 5 – 6 Greenfield Crescent Edgbaston Birmingham B15 3BE

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2022

The Trustees present their annual report together with the financial statements and Auditors' report of the Charity for the year ended 31 March 2022, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and 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).

Trustees of the Charity

The directors of the charitable company are its trustees for the purposes of charity law. The trustees who served during the year and since the year end were as follows:

K Adamson	– resigned 30 June 2021
J Keay	– appointed 1 September 2021
K Bali	
J Harris	– appointed as co-optee 1 June 2019, current term commenced 31 July 2022
J Mulcahy	
S Munday	– resigned 31 July 2022
R Neal	
S Speak	
M Stevenson	
A Tansley	

CHAIR'S REPORT

In my first year as Chair of afPE I am pleased to report that the organisation has continued to develop and extend its services to members. It has recovered well from the challenges experienced during the pandemic and has maintained the growth in membership achieved during the previous two years. This positive position is as a result of the hard work of the CEO and permanent staffing and also the contributions of consultants, members, associates and partners.

As is the norm, education and Government policy, strategies and priorities change so afPE must keep current and 'move with the times'. I am delighted to say we have responded over the last 12 months with positivity and purpose and ensured that we have played a central part in shaping current and future developments. Along with national partners, afPE has been at the forefront of continuing to support and develop; in particular, the Department for Education's Primary PE & sport premium advice and guidance to schools and the Sport England Secondary Teacher Training Programme. afPE has also been highly visible and influential in its support for schools and the sector with regards to the first year of the implementation of the Ofsted Education Inspection Framework (EIF). afPE has continued to contribute to the All Party Parliamentary Group's (APPG) work on 'A Fit and Healthy Childhood'. The CEO, staff and consultant team have worked relentlessly over the year and have travelled far and wide, spreading the afPE message and have presented at a large number of key national conferences and events including the Academies Show (one of the largest education conferences in the UK) where the CEO delivered one of the key note presentations. afPE has continued to support Government departments, in particular the Department for Education (DfE) with a plethora of expert guidance and insight. The Association has also been involved with a large number of national partners in the development of strategies to support the implementation of the School Sport and Physical Activity Action Plan. We have been delighted to see the early impacts of our PE Taskforce, chaired by Edward Timpson CBE MP. We are very grateful, in addition, to our colleagues at United Learning for their help and support in running the taskforce's recommendation of changing the status of PE to a core subject in a real world setting.

afPE remains the UK's single PE Subject Association and takes its place as part of the Council for Subject Associations (CfSA) and we continue to be highly influential, credible and respected within and beyond the education sector. Building on the review of the work outlined in the 2017-2021 Strategic Plan, the Trustees have worked with the CEO and staff to agree a strategic direction for the next three years. The plan is focused on three objectives: 1) Support the creation of a highly skilled workforce; 2) Deliver excellent member services; 3) Work to influence policy and decision making to deliver real world impact. These objectives now guide the work of the Association.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2022

CHAIR'S REPORT (continued)

The Association has a risk register which is reviewed regularly in order to ensure we are fully aware of changes affecting our work and are able to act when unexpected issues impact on the work of the Association. The Association is in a 'healthy' position and the Trustees, in conjunction with the staff, have focused on ensuring a sustainable level of financial activity including controlling the cost base whilst steadily growing the balance sheet. We have maintained our level of business activity and the number of Business Associates is at 54 and most significantly afPE has increased its membership level. Despite recent staffing difficulties in the finance area, with a recent appointment and other staff taking additional responsibilities, we have been able to overcome these challenges.

As stated in previous Annual Reports, the Trustees can confidently report that afPE has ensured that our members are fully informed on national PE, sport, physical activity and education sector updates, which in turn has driven substantial media traffic to afPE.

afPE has continued to grow and build additional capacity through establishing new partnerships and increasing its consultant base, whilst retaining its values and commitment to delivering a high level of service to its members and the wider sector. This, alongside the important need and rise in business activity, the substantial work to ensure compliance against the new UK Sport Governance Code and the expectation of members and national partners, has remained a positive challenge for afPE. The Board of Trustees believes that afPE has risen to the challenge and we are confident that the Association has remained the 'UK representative organisation of choice for people and agencies delivering or supporting the delivery of physical education in schools and in the wider community'.

As always and in conclusion, the Trustees would like to congratulate and thank the staff for their continued passion, hard work and commitment to afPE during this last year. It has not been an easy year and they have had to overcome some significant challenges but they have worked hard to ensure the Association meets the outcomes of the new afPE Strategic Plan (2022-2025). I would also personally like to thank my fellow Trustees for their support and in keeping the Association on track and monitoring its growth. Finally, the Trustees would like to acknowledge the continued loyalty and support of its members, not only over the past 12 months but over the past years. This does not go unnoticed and as a result we have been able to maintain a solid foundation.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2022

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Charity's core objects, as set out in its Memorandum of Association, are:

The advancement of high quality physical education for the benefit of the public, particularly but not exclusively by providing consultation and qualified advice to the teaching profession, schools and other statutory or government agencies.

The Charity's aim is as follows:

- Commitment to being the representative UK organisation for people and agencies delivering or supporting the delivery of physical education in schools and in the wider community.

The strategies employed to achieve the Charity's aims are to:

1. Demonstrate the distinctive role of physical education in children's and young people's development and achievements.
2. Establish and sustain physical education at the heart of school life and whole school development, through support for high quality learning and teaching; research; ethical leadership; and politically informed advocacy and representation
3. Raise awareness of physical education's contributions to public health and well-being and increased participation
4. Play a leading role in the development of a workforce with the skills and qualities required to assure high quality physical education and sport in schools and in the wider community.
5. Provide high quality, professional, sustainable services for its members and partners.

The criteria the Charity used to assess success in the reporting period were:

- Client feedback across contractual commitments including international contracts
- Member feedback and satisfaction regarding value for money
- Consultant reviews
- Partner feedback, including civil servants feedback on afPE's performance across the sector
- The appropriate financial management of all activities and auditor advice and feedback
- The status and quality of physical education in schools and its related impact on pupil standards and outcomes
- Staff analysis and monitoring of the Charity's key performance indicators.

The significant activities undertaken during the period were:

- Created the Professional Institute for Accredited Physical Education, with SLQ as the accrediting partner
- Developed the portfolio of accredited course to include a level 4 in Supporting Pupils' Wellbeing Through Physical Education
- Providing professional learning to support a sustainable workforce in physical education, school sport and physical activity (PESSPA) including adaptive teaching to manage the challenges of Covid
- Implementation of some of the Task Force recommendations including positioning PE as a core subject, sharing with Ministers and civil servants. Attended the Westminster debate led by Edward Timpson CBE, MO
- On going support to DfE for the reporting on the Primary PE and sport premium, including significant communications to the sector
- Worked with partners to ensure national delivery on key strategic initiatives
- Continuation and expansion of free members' webinars to support professional learning and generic webinars for the wider workforce
- Updating and contributing to key workforce changes in the health and safety recommendations for the sector
- Increased support to ITE through a national advisor, a targeted newsletter, and a dedicated seminar, as well as the support for a designated network day, chapters in PE Matters
- Reviewed the National conference post Covid and created a one day event
- Responding to the increasing needs of the workforce and producing new resources to support the sector
- Responding to national organisations' consultations including Ofsted and the Sport England
- Being in a position to respond to government initiatives and strategies.
- Tendering for significant sector contracts.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2022

Objectives and aims (continued)

These activities contribute to the achievement of the Charity's aims and objectives by:

- Supporting the sector in identifying, promoting and developing the role of PE in school
- Ensuring that the workforce are appropriately trained to teach curriculum PE
- Forming different partnerships to underpin the significant work of the organisation to secure greater impact
- Working alongside partners and key government departments at national strategic meetings to advocate the importance of PE, SS and PA, whilst creating appropriate actions for implementation
- Being part of a wider network group to steer the direction of School Sport Action and Activity Action plan
- Ensuring key personnel, including civil servants understand the contribution of PE to pupils' health and emotional well-being and its relationship with cognitive development through afPE's Head, Hands, Heart model
- To provide guidance to support the changes within the EIF, post Covid
- Identifying, designing and delivering high quality professional learning to meet the needs of the workforce that can be recognised as a sustainable model for the workforce
- Ensuring the workforce are able to secure accreditation for the work on identified contracts such as the Sport England Secondary Schools programme
- Supporting the membership so that they have access to advice and support in all aspects of the professional context including health and safety, the safeguarding of children and young people
- Ensuring that all children and young people can be kept safe in PE, sport and physical activities
- Offering insurance and employment advice to members so that feel they can carry out their duties in a way that protects them in the workplace
- Providing a service for members that supports their emotional well-being.

Public benefit statement

The Trustees have reviewed the activities of the Charity in the light of the guidance published by the Charity Commission on public benefit. The Trustees are satisfied that the Charity's activities are for the public benefit, relating as they do to the development, establishment and sustained high quality PE, sport and physical activity across the education, sport and physical activity sector. This benefits the community by demonstrating, raising awareness, supporting, guiding and advising on the importance of the uptake and participation in physical education, sport and physical activity and its contribution to public health and well-being.

Our volunteers

Through its membership, afPE encourages and recruits volunteers to support various aspects of its work including advocacy, representation and in some cases, the delivery of the afPE aims and objectives at local, regional and national level i.e.

- Support working groups and Special Interest groups such as the Initial Teacher Education (ITE) Network, the PE Matters Editorial group, the Awards committee, conference planning the various All Party Parliamentary Groups, DfE and Sport England consultation on physical literacy
- Support planning groups
- Represent afPE at the Sport and Recreation Alliance, the Primary Umbrella Group and several APPGs
- Promote professionalism and the status of Physical Education School Sport and Physical Activity (PESSPA) across the Physical Education and School Sport (PESS) sector.
- Trial resources and give feedback to improve on design and content for colleagues including elite sporting personalities
- Act as representatives at various partner meetings and events, including partner working such as the school sport and physical activity sector group
- Attend Ministerial briefings
- Chair various events and meetings
- Represent the membership of the organisation at Board level
- Operate an Awards Committee to make recommendations to the Boards
- Operate a Board Co options committee
- Carry out ad hoc duties at various events, including representation at third party events.

The Trustees would like to take this opportunity to thank all members, Business Associates and key partners for giving their time on voluntary basis to support the work of the Association.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2022

STRATEGIC REPORT

Achievement and performance

Charitable activities

The following achievements allowed afPE to deliver against all 5 corporate objectives, working towards the achievement of the 2022 outcomes:

- Increasing afPE's presence to lead and support the PESSPA workforce during the Covid 19 Pandemic. This resulted in live attendance comprising 396 colleagues, 1,771 attendance at recordings
- Increased webinar access for members post live events, through a more effective recording system
- afPE also continued with the ITE Update
- Continued with a hybrid version of support and Validation for the Quality Mark process
- Health and Safety Team providing on going advice post Covid
- On going migration to e communication with members to ensure sustainable support, reduce costs and to improve the Association's commitment to improving the environmental savings
- Maintaining and increasing afPE's representation and advocacy role, including support to several Active Partnerships (APs) and School Sport Partnerships (SSPs). This aim was also fulfilled by successful delivery of a number of keynote addresses, workshops at Primary PE and sport conferences online working in partnership with afPE members, APs, SSPs and other partners including Business Associates' events.
- afPE also led and delivered several advice and support webinars, emails and articles regarding the effective use of underspend of the primary PE and sport premium
- Worked with partners to Chair and support the Black Country Commonwealth aquatic legacy group
- Support to the Black Swimming Association to raise the profile of the challenge's ethnic groups face regarding swimming attainment
- Created a Swimming resource with partners to support schools
- Achieving a 100% success with the reapplications for Quality Mark. Increased the number of Validators to support the reapplication process and the generic term
- On-going updating of the schools' template for the revised guidance for the Primary PE & Sport Premium funding which included two updates
- Increasing partnerships achieving the largest number of Business Associates in the Association's history - by expanding our working relationships with new Business Associates and new partners
- Increased quality, provision and reach of the afPE publications for members and the wider sector e.g. PE
- Significant partner change regarding accreditation and the creation of the Professional Institute of PE
- Successful online delivery to support the Sport England SETT schools to keep them engaged in the contract
- Over 96% of afPE professional learning rated as good or outstanding
- Successfully delivered the Oak Academy contract, SETT contract and support to Active Partners
- The largest number of Consultants working with afPE in history
- Created a team to support the investigation into Core PE in a M.A.T and to learn from the research findings

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2022

Financial review

Financial position

During the year ended 31 March 2022, the Charity received total income of £696,820, an increase of £525 compared to 2021. Expenditure for the year totalled £635,585, a increase of £91,943 compared to 2021. The surplus of income against expenditure was £61,235 for the year.

At the year end the Charity had total reserves of £780,048 with restricted reserves of £58,525, an increase of £17,939 compared to 2021.

The Finance Committee reviews the level of reserves held annually. This review includes assessment of the nature of income streams and committed expenditure, future liabilities, disaster recovery costs and/or dissolution costs.

The Trustees continue to explore strategies for investing the current surplus reserves to support our charitable purposes and related charitable projects.

The Charity had no reserves in deficit at 31 March 2022.

Investment policy and objectives

The Charity operates a low risk approach to the investment of funds. Total income from all investments for the year ended 31 March 2022 was £1,795. There were no expenses incurred in earning this income.

Reserves policy

The total reserves of the charity increased by £61,235 to £780,048 from £718,813. Restricted funds increased from £40,586 to £58,525. Unrestricted funds increased from £678,227 to £721,523 in the year.

afPE's reserve policy is to hold a minimum level of free reserves equivalent to £300,000, in order to ensure that any delay in the receipt of income by the Trust, caused by the actions of third parties, does not affect the ability of the Trust to meet its obligations to its beneficiaries.

The amount held in free reserves at 31 March 2022 was £716,181 which would cover 13 months of expenditure. The Trustees regularly review the appropriateness of the reserves policy with regard to the current environment in which the Trust operates and believe the level of free reserves to be appropriate.

Going concern

During 2021/22 financial year and the duration of the preparation of these financial statements, the organisation, alongside the rest of the UK, has been assessing the impact of the Covid-19 pandemic and considering the implications for the longer term.

Despite the impact of the pandemic, after making enquiries, the Trustees have a reasonable expectation that the charitable company has adequate resources to continue its operational activities for the foreseeable future, being a period of twelve months after the date on which the report and financial statements were signed. For this reason, it continues to adopt the going concern basis in the financial statements.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2022

STRATEGIC REPORT

Financial and risk management objectives and policies

The principal risks faced by the Charity are:

- Operational risk - such as recruitment and staffing, staff motivation, volunteering activity, office and IT requirements.
- Financial risk - the financial viability of the Association, recoverability of debts, compliance with legislation, maintaining membership numbers, and contractual commitments.
- Strategic risk - such as changes to the National Curriculum, not recruiting or retaining the right level of Board members, and a lack of focus on the Association impact and funding, or lack of partner engagement or political support.
- Compliance risk - such as compliance with the Articles, Charity Commission and business laws, and HR policies.

The Trustees have a risk management strategy which comprises a regular review of the Risk Register and discussion at Board of effective mitigation of these risks.

Future plans

The Charity has identified the following areas as the key aspects of future plans to be pursued during the next financial year (which will include a review and modification of the corporate objectives):

- Supporting the workforce to be confident and competent to teach PE
- Increase the number of participants undertaking accredited professional learning
- Attend key Ministerial meetings and national partner strategy meetings particularly in relation to the School Sport and Activity Action Plan
- Present at key sector conferences and workforce
- Increase the Health and Safety opportunities for the sector in relation to managing the Covid 19 new world
- To work with partners to find solutions to ensure PE is at the heart of school life to implement all the Task Force recommendations
- Revise and update the Association's management system

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Association for Physical Education is a company limited by guarantee, governed by its Articles of Association dated 3 July 2019. It is registered as a charity with the Charity Commission.

Details of the Trustees who served throughout the year are included in these accounts.

Members' liability

Each member of the Charitable Company undertakes to contribute to the assets of the Company in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £1 (amended from £10 on 5 July 2017) for the debts and liabilities contracted before they cease to be a member.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

In July 2018 the membership approved amendment of the Articles of Association relating to appointments to the Board. All potential trustees, including the Chair of the Association, may be nominated by members and also sought through external agencies to provide a blend of member and independent (non-member) representatives. A rigorous process, based on specific expertise to establish and maintain an effective Management Board, then identifies those selected for a tenure of three years. All Trustees may be re selected for one further period of three years. The Chair, Vice Chair and Treasurer are nominated and appointed to each specific position. The Memorandum and Articles provides a minimum of 7 Trustees, to a maximum of 12 Trustees, with a rotation of tenure completion providing a balance between continuity and new representation. The Trustees have the power to co-opt up to 3 further trustees, to the maximum of twelve in total, to fill specialist roles where the Board identifies specific needs.

All members are circulated with invitations to nominate Trustees, advising them of any retiring Trustees and requesting nominations for the vacant positions. When considering co-opting Trustees, the Board has regard to the requirement for any specialist skills needed, for example, business development, marketing, human resources and recruitment skills.

When appointing new Trustees, the Board gives consideration to the balance of skills and experience needed to ensure that the Board has the necessary skills to contribute fully to the Charity's development.

The training and induction provided for new Trustees will depend upon their existing experience but would always include the provision and explanation of explanatory documents such as "The Essential Trustee" and similar guidance, key policies and regular professional learning opportunities at the beginning of Board meetings. As there are normally only two or three new Trustees a year, induction tends to be done informally and is tailored specifically to the individual. Advantage is taken of specific courses offered by the other bodies where available and relevant.

Organisational structure

The Board of Trustees normally meets at least four times per year, establishing an overall framework for the governance of the Charity and determining membership, terms of reference and procedures of Committees and other groups. It receives reports from the Finance Committee and other groups where relevant, with recommendations for adoption, as appropriate. It monitors the activities of the Committees through the minutes of their meetings and reports to each Board meeting. The Board may from time to time establish Working Groups to perform specific tasks over a limited timescale.

The Finance Committee meets at least 3 times a year and is responsible for monitoring, evaluating and reviewing policy and performance in relation to financial management, compliance with reporting and regulatory requirements and reporting. It also incorporates the role of an audit committee.

The Board of Trustees considers any proposals for changes to the status or constitution of the Charity and its committee structure, approval of the four year strategic plan, budget and other strategic decisions as appropriate and relevant to the objects of the Association.

The Trustees are responsible for setting general policy, adopting a strategic plan and budget, approving the statutory accounts, monitoring the Charity by the use of budgets and other data, and making major decisions about the direction of the Charity, capital expenditure and staff appointments.

Key management personnel

The Board of Trustees have devolved responsibility for day to day management of the Charity to the key management personnel. The key management personnel comprise the Chief Executive Officer, the Membership and Communications Manager and the Finance Officer. The key management personnel implement the policies laid down by the Trustees and report back to them on performance. Further details regarding key management personnel are disclosed in these accounts.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Related parties

None of our Trustees receive remuneration or other benefit from their work as Trustees for the Charity. Trustees may receive appropriate recompense for work for the Association other than that of a Trustee, providing the Chief Executive informs the Board that such consultative positions are held on merit and are open to other members of the Association. Further details regarding these transactions are disclosed in note 19 of these accounts.

The Charity has a wholly owned subsidiary, aPE Limited. The subsidiary is dormant, and details are disclosed in note 13.

FUNDS HELD AS CUSTODIAN TRUSTEE ON BEHALF OF OTHERS

The Charity and its Trustees do not act as the Custodian Trustees of any other Charity.

ADDITIONAL COMPANIES ACT REQUIREMENTS:

A Register of Persons with Significant Control is maintained annually. At this time, no Trustee has the power to apply such influence.

A register of Interests is also maintained with potential conflicts declared as they arise.

Review and confirmation of accuracy of the Register of Interests is recorded at each meeting of the Board of Trustees.

All Trustees complete HMRC Fit and Proper Person and Charity Commission Trustee Eligibility declarations confirming their suitability to act as Trustees.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Association for Physical Education 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;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

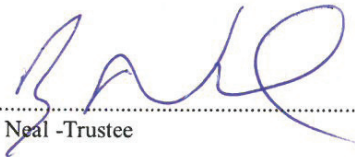
ASSOCIATION FOR PHYSICAL EDUCATION

**Report of the Trustees
for the year ended 31 March 2022**

AUDITORS

The auditors, Haines Watts Birmingham LLP, we're appointed during the year and will be proposed for re-appointment at the forthcoming Annual General Meeting.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on14/12/22..... and signed on the board's behalf by:


.....
R M Neal -Trustee

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Independent Auditors for the year ended 31 March 2022

Opinion

We have audited the financial statements of Association For Physical Education (the 'charitable company') for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (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 2022 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 Companies Act 2006.

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 Auditors' 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 UK, including the FRC'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 charitable company'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.

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 Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, 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 this gives rise to a material misstatement in the financial statements themselves. 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.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Independent Auditors for the year ended 31 March 2022

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, 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.

Our responsibilities for the audit of the financial statements

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 a Report of the Independent Auditors 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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We obtained an understanding of the legal and regulatory framework applicable to both the charitable company itself and the industry in which it operates. We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our sector experience and through discussion with the trustees and other management. The most significant were identified as the Companies Act 2006, the Charities Act 2011 and the Charities SORP (FRS102).

We considered the extent of compliance with those laws and regulations as part of our procedures on the related financial statements. Our audit procedures included:

- making enquires of trustees and management as to where they consider there to be a susceptibility to fraud and whether they have any knowledge or suspicion of fraud;
- obtaining an understanding of the internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations;
- assessing the design effectiveness of the controls in place to prevent and detect fraud;
- assessing the risk of management override including identifying and testing journal entries;
- challenging the assumptions and judgements made by management in its significant accounting estimates.

Whilst our audit did not identify any significant matters relating to the detection of irregularities including fraud, and despite the audit being planned and conducted in accordance with ISAs (UK), there remains an unavoidable risk that material misstatements in the financial statements may not be detected owing to inherent limitations of the audit, and that by their very nature, any such instances of fraud or irregularity would likely involve collusion, forgery, intentional misrepresentations, or the override of internal controls.

ASSOCIATION FOR PHYSICAL EDUCATION

**Report of the Independent Auditors
for the year ended 31 March 2022**

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 Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' 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 the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Andrew Hughes ACA (Senior Statutory Auditor)
for and on behalf of Haines Watts Birmingham LLP
5 – 6 Greenfield Crescent
Edgbaston
Birmingham
B15 3BE

Date: **14/12/2022**

ASSOCIATION FOR PHYSICAL EDUCATION

**Statement of Financial Activities
for the year ended 31 March 2022**


	Notes	Unrestricted fund £	Restricted funds £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS					
Donations and legacies	2	-	147,065	147,065	145,751
Charitable activities	4	518,032	29,928	547,960	548,431
Investment income	3	<u>1,795</u>	<u>-</u>	<u>1,795</u>	<u>3,163</u>
Total		519,827	176,993	696,820	697,345
EXPENDITURE ON					
Charitable activities	5	<u>476,531</u>	<u>159,054</u>	<u>635,585</u>	<u>543,642</u>
Total		476,531	159,054	635,585	543,642
NET INCOME/(EXPENDITURE)		43,296	17,939	61,235	153,703
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>678,227</u>	<u>40,586</u>	<u>718,813</u>	<u>565,110</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>721,523</u></u>	<u><u>58,525</u></u>	<u><u>780,048</u></u>	<u><u>718,813</u></u>

ASSOCIATION FOR PHYSICAL EDUCATION

**Balance Sheet
31 March 2022**

	Notes	Unrestricted fund £	Restricted funds £	2022 Total funds £	2021 Total funds £
FIXED ASSETS					
Tangible assets	12	5,341	-	5,341	3,098
Investments	13	<u>1</u>	<u>-</u>	<u>1</u>	<u>1</u>
		5,342	-	5,342	3,099
CURRENT ASSETS					
Debtors	14	96,348	-	96,348	68,994
Cash at bank and in hand		<u>796,038</u>	<u>74,044</u>	<u>870,082</u>	<u>850,919</u>
		892,386	74,044	966,430	919,913
CREDITORS					
Amounts falling due within one year	15	(176,205)	(15,519)	(191,724)	(204,199)
NET CURRENT ASSETS					
		<u>716,181</u>	<u>58,525</u>	<u>774,706</u>	<u>715,714</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>721,523</u>	<u>58,525</u>	<u>780,048</u>	<u>718,813</u>
NET ASSETS					
		<u>721,523</u>	<u>58,525</u>	<u>780,048</u>	<u>718,813</u>
FUNDS					
Unrestricted funds	17			721,523	678,227
Restricted funds				<u>58,525</u>	<u>40,568</u>
TOTAL FUNDS					
				<u>780,048</u>	<u>718,813</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 14/12/22 and were signed on its behalf by:


.....
R M Neal - Trustee

The notes form part of these financial statements

ASSOCIATION FOR PHYSICAL EDUCATION

**Cash Flow Statement
for the year ended 31 March 2022**

	Notes	2022 £	2021 £
Cash flows from operating activities			
Cash generated from operations	1	<u>22,539</u>	<u>45,751</u>
Net cash provided by operating activities		<u>22,539</u>	<u>45,751</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(5,171)	-
Interest received		<u>1,795</u>	<u>3,163</u>
Net cash provided by investing activities		<u>(3,376)</u>	<u>3,163</u>
Change in cash and cash equivalents in the reporting period			
		19,163	48,914
Cash and cash equivalents at the beginning of the reporting period		<u>850,919</u>	<u>802,005</u>
Cash and cash equivalents at the end of the reporting period		<u>870,082</u>	<u>850,919</u>

The notes form part of these financial statements

ASSOCIATION FOR PHYSICAL EDUCATION

**Notes to the Cash Flow Statement
for the year ended 31 March 2022**

1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2022	2021
	£	£
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)	61,235	153,703
Adjustments for:		
Depreciation charges	2,928	4,747
Interest received	(1,795)	(3,163)
Decrease/(increase) in stocks	-	1,315
Decrease/(increase) in debtors	(27,354)	(21,174)
(Decrease)/increase in creditors	<u>(12,475)</u>	<u>(89,677)</u>
Net cash provided by operations	<u>22,539</u>	<u>45,751</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.21	Cash flow	At 31.3.22
	£	£	£
Net cash			
Cash at bank and in hand	<u>850,919</u>	<u>19,163</u>	<u>870,082</u>
	<u>850,919</u>	<u>19,163</u>	<u>870,082</u>
Total	<u>850,919</u>	<u>19,163</u>	<u>870,082</u>

The notes form part of these financial statements

ASSOCIATION FOR PHYSICAL EDUCATION

Notes to the Financial Statements for the year ended 31 March 2022

1. 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)', the Charities Act 2011 and the Companies Act 2006. The financial statements have been prepared under the historical cost convention. The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Going concern

The trustees continue to adopt the going concern assumption as the basis of preparation of the charity's financial statements. In doing so, the trustees confirm they believe that no material uncertainties exist in the foreseeable future regarding the charity's ability to continue as a going concern. In forming this conclusion, the trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from the date of authorising these financial statements.

Income

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable the income will be received.

Grant income is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount be measured reliably.

Subscription income is recognised on receipt basis and deferred until criteria for income recognition is met.

Royalties and advertising income is recognised on invoice basis, in the period it relates.

Training course income is recognised on invoice basis when the event takes place.

Investment income is interest earned on bank accounts. This is recognised when receivable and the amount can be measured reliably, which is normally on notification by the bank of the interest paid.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report.

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.

Tangible fixed assets

Fixed assets are included at cost or valuation, items below £1,000 will be normally expensed through the statement of financial activities.

ASSOCIATION FOR PHYSICAL EDUCATION

Notes to the Financial Statements - continued for the year ended 31 March 2022

1. ACCOUNTING POLICIES - continued

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

Fixtures and fittings	- 25% on cost
Computer equipment	- 25% on cost

Stocks

Stocks are valued 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.

Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in a separate heading in the Statement of financial activities.

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.

Pensions

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund, or employees' personal pension schemes, as appropriate.

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.

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 to settle the obligation can be measured or estimated reliably. These are normally recognised at their settlement amount after allowing for any trade discounts due.

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.

ASSOCIATION FOR PHYSICAL EDUCATION

**Notes to the Financial Statements - continued
for the year ended 31 March 2022**

2. DONATIONS AND LEGACIES

	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
Grants	<u>-</u>	<u>147,065</u>	<u>147,065</u>	<u>145,751</u>
	<u>-</u>	<u>147,065</u>	<u>147,065</u>	<u>145,751</u>

Grants received, included in the above, are as follows:

	2022 £	2021 £
Sport England – Primary PE	26,087	36,051
Sport England – Secondary TT	<u>120,978</u>	<u>109,700</u>
	<u>147,065</u>	<u>145,751</u>

3. INVESTMENT INCOME

	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
Interest receivable	<u>1,795</u>	<u>-</u>	<u>1,795</u>	<u>3,163</u>

ASSOCIATION FOR PHYSICAL EDUCATION

**Notes to the Financial Statements - continued
for the year ended 31 March 2022**

4. INCOME FROM CHARITABLE ACTIVITIES

	2022	2021
	£	£
Professional Leadership	104,224	75,871
Membership Services	343,922	362,900
Organisational development and capacity building	20,345	17,109
Advocacy and influence	78,283	90,151
Other Income	1,186	2,400
	<u>547,960</u>	<u>548,431</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 6) £	Totals £
Professional Leadership	204,730	104,979	309,709
Membership Services	160,176	144,957	305,133
Governance costs	-	20,743	20,743
	<u>364,906</u>	<u>270,679</u>	<u>635,585</u>

ASSOCIATION FOR PHYSICAL EDUCATION

**Notes to the Financial Statements - continued
for the year ended 31 March 2022**

6. SUPPORT COSTS

	Finance £	Other £	Governance costs £	Totals £
Professional Leadership	-	104,979	-	104,979
Membership Services	2,928	137,760	4,269	144,957
Governance costs	<u>-</u>	<u>-</u>	<u>20,743</u>	<u>20,743</u>
	<u>2,928</u>	<u>242,739</u>	<u>25,012</u>	<u>270,679</u>

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

Governance costs

	2022 Total activities £	2021 Total activities £
Auditors' remuneration	5,500	5,250
Board meeting costs	1,923	2,957
Other governance costs	13,320	14,209
Accountancy and legal fees	<u>4,269</u>	<u>-</u>
	<u>25,012</u>	<u>22,416</u>

7. NET INCOME/(EXPENDITURE)

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

	2022 £	2021 £
Depreciation - owned assets	<u>2,928</u>	<u>4,747</u>

8. AUDITORS' REMUNERATION

	2022 £	2021 £
Fees payable to the charity's auditors and their associates for the audit of the charity's financial statements	<u>5,500</u>	<u>5,250</u>

ASSOCIATION FOR PHYSICAL EDUCATION

**Notes to the Financial Statements - continued
for the year ended 31 March 2022**

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustee's remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

During the year, Trustees received reimbursed expenses amounting to £1,422 (2021 £1,797)

10. STAFF COSTS

Staff costs were as follows:

	2022	2021
	£	£
Wages and salaries	175,202	175,333
Social security costs	14,808	14,066
Other pension costs	<u>16,471</u>	<u>15,397</u>
	<u>206,481</u>	<u>204,796</u>

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

	2022	2021
	No.	No.
	6	5

The number of higher paid employees was:

	2022	2021
	No.	No.
In the band £70,001 - £80,000	0	0
In the band £80,001 - £90,000	1	1

The key management personnel of the Charity comprises the Chief Executive Officer, the Marketing and Communications Manager and the Finance Officer, whose employee benefits totalled £163,220 (2021 £139,903), including employers National Insurance and pension contributions.

ASSOCIATION FOR PHYSICAL EDUCATION

**Notes to the Financial Statements - continued
for the year ended 31 March 2022**

12. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2021 and 31 March 2022	2,613	24,117	26,730
Additions	<u>-</u>	<u>5,171</u>	<u>5,171</u>
At 31 March 2022	<u>2,613</u>	<u>29,288</u>	<u>31,901</u>
DEPRECIATION			
At 1 April 2021	2,613	21,019	23,632
Charge for year	<u>-</u>	<u>2,928</u>	<u>2,928</u>
At 31 March 2022	<u>2,613</u>	<u>23,947</u>	<u>26,560</u>
NET BOOK VALUE			
At 31 March 2022	<u>-</u>	<u>5,341</u>	<u>5,341</u>
At 31 March 2021	<u>-</u>	<u>3,098</u>	<u>3,098</u>

13. FIXED ASSET INVESTMENTS

	Investments £
MARKET VALUE	
At 1 April 2021 and 31 March 2022	<u>1</u>
NET BOOK VALUE	
At 31 March 2022	<u>1</u>
At 31 March 2021	<u>1</u>

There were no investment assets outside the UK.

The company's investments at the balance sheet date in the share capital of companies include the following:

afPE Limited

Registered office: Room 117, Bredon, University of Worcester, Henwick Grove, Worcester, WR2 6AJ

Nature of business: Dormant Company

Class of share:	% holding	2022 £	2021 £
Ordinary	100		
Aggregate capital and reserves		1	1

ASSOCIATION FOR PHYSICAL EDUCATION

**Notes to the Financial Statements - continued
for the year ended 31 March 2022**

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
	2022	2021
	£	£
Trade debtors	27,231	13,430
Prepayments and accrued income	<u>69,117</u>	<u>55,564</u>
	<u>96,348</u>	<u>68,994</u>
15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
	2022	2021
	£	£
Trade creditors	74,796	37,176
Social security and other taxes	6,980	4,942
VAT	11,635	17,530
Other creditors	5,542	2,377
Accruals and deferred income	<u>92,771</u>	<u>142,173</u>
	<u>191,724</u>	<u>204,199</u>

DEFERRED INCOME

	As at 1 April 2021	Released to incoming resources	Deferred in the year	As at 31 March 2022
	£	£	£	£
Membership	42,266	(42,266)	44,334	44,334
Advertising	12,433	(12,433)	12,371	12,371
Annual conference	1,457	-	667	2,124
Royalties	3,750	(3,750)	3,750	3,750
Grant income	50,082	(50,082)	15,518	15,518
Training courses	1,521	(1,521)	975	975
Total	111,509	(110,052)	77,615	79,072

At the balance sheet date the charity was holding funds received in advance for services due to be delivered after the year end and for which entitlement to the income is not received until the service is delivered.

16. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2022	2021
	£	£
Within one year	3,640	3,640
Between one and five years	<u>2,730</u>	<u>6,370</u>
	<u>6,370</u>	<u>10,010</u>

ASSOCIATION FOR PHYSICAL EDUCATION

**Notes to the Financial Statements - continued
for the year ended 31 March 2022**

17. FUNDS

	Balance b/f £	Incoming resources £	Resources expended £	Transfers £	Balance c/f £
Unrestricted funds					
General fund	678,227	519,827	(476,531)	-	721,523
	<u>678,227</u>	<u>519,827</u>	<u>(476,531)</u>	<u>-</u>	<u>721,523</u>
Restricted funds					
Gerald Murray	866	-	(190)	-	676
Regions and Home Counties	20,570	29,928	(26,031)	-	24,467
Sport England - Primary PE	19,150	26,086	(11,854)	-	33,382
Sport England - Secondary TT	-	120,979	(120,979)	-	
	<u>40,586</u>	<u>176,993</u>	<u>(159,054)</u>	<u>-</u>	<u>58,525</u>
TOTAL FUNDS	<u>718,813</u>	<u>696,820</u>	<u>(635,585)</u>	<u>-</u>	<u>780,048</u>

Gerald Murray - This fund resulted from an historical bequest and its purpose is to reward the profession when colleagues have made a significant contribution.

Regions and Home Counties - Funds raised by regional committees and the income is ring-fenced for their future use.

Sport England - Primary PE - Income from a third party with specific project objectives and therefore restricted funds.

Sport England - Secondary TT - Income from a third party with specific project objectives and therefore restricted funds.

18. EMPLOYEE BENEFIT OBLIGATIONS

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund, or employees' personal pension schemes, as appropriate, and amounted to £16,471 (2021 £15,397).

19. RELATED PARTY DISCLOSURES

During the year a summary of the related party transactions are:

	2022 £	2021 £
Sales transactions with related party	393	-
Sales transactions with trustees	-	916
Amounts owed to trustees included within trade creditors	-	1,188
Purchase transactions with trustees	-	3,450
Expenses reimbursed to trustees	1,422	1,797

20. INDIRECT DONATIONS

The University of Worcester supplied office accommodation and services to the approximate value of £15,000 during the year for which the Association is very grateful. The donation is not reflected in the income and expenditure shown.

ASSOCIATION FOR PHYSICAL EDUCATION

England & Wales - Charity number 1114673

Accounts

REGISTERED COMPANY NUMBER: 05526637 (England and Wales)
REGISTERED CHARITY NUMBER: 1114673

**Report of the Trustees and
Financial Statements
for the Year Ended 31 March 2021
for
ASSOCIATION FOR PHYSICAL EDUCATION**

Haines Watts Worcester Audit Limited
First Floor
Saggar House
Princes Drive
Worcester
WR1 2PG

ASSOCIATION FOR PHYSICAL EDUCATION

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for the year ended 31 March 2021**

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ASSOCIATION FOR PHYSICAL EDUCATION

**Reference and Administrative Details
for the year ended 31 March 2021**

TRUSTEES

K Adamson
J Harris
R Neal
M Stevenson
A Tansley
K Bali
J Mulcahy
S Munday
S Speak

COMPANY SECRETARY

S Wilkinson

REGISTERED OFFICE

Room 117, Bredon
University Of Worcester
Henwick Grove
Worcester
Worcestershire
WR2 6AJ

REGISTERED COMPANY NUMBER 05526637 (England and Wales)

REGISTERED CHARITY NUMBER 1114673

AUDITORS

Haines Watts Worcester Audit Limited
First Floor
Saggar House
Princes Drive
Worcester
WR1 2PG

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2021

The Trustees present their annual report together with the financial statements and Auditors' report of the Charity for the year ended 31 March 2021, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and 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).

Trustees of the Charity

The directors of the charitable company are its trustees for the purposes of charity law. The trustees who served during the year and since the year end were as follows:

K Adamson	
K Bali	– appointed 28 th September 2020
M Crichton	– resigned 31 st March 2021
J I'Anson	– resigned 15 th July 2020
J Harris	
J Mulcahy	– appointed 28 th September 2020
S Munday	– appointed 16 th April 2020
R Neal	
S Speak	– appointed 28 th September 2020
M Stevenson	
G Swindlehurst	– resigned 15 th July 2020
A Tansley	

CHAIR'S REPORT

It is with pleasure that I write the foreword for this year's Annual Report. For the past 4 years I have been able to report year on year growth of the Association for Physical Education (afPE) and this has continued for 2020-2021. This does not happen by accident. It is down to the hard work and insight of the CEO and staff in particular, the support of the Board of Trustees and of course the engagement and positive contributions of members, associates and partners. All have a role to play in the continuous success and stability of afPE.

As is the norm, education and Government policy, strategies and priorities change so afPE must keep current and 'move with the times'. I am delighted to say we have responded over the last 12 months with positivity and purpose and ensured that we have played a central part in shaping current and future developments. Along with national partners, afPE has been at the forefront of continuing to support and develop; in particular, the Department for Education's Primary PE & Sport Premium advice and guidance to schools and the Sport England Secondary Teacher Training Approach Programme. afPE has also been highly visible and influential in its support for schools and the sector with regards to the first year of the implementation of the Ofsted Education Inspection Framework. afPE has continued to contribute to the All Party Parliamentary Group's (APPG) work on 'A Fit and Healthy Childhood'. The CEO, staff and consultant team have worked relentlessly over the year and have travelled far and wide, spreading the afPE message and corporate objectives and have presented at a large number of key national conferences and events including the Academies Show (one of the largest education conferences in the UK) where the CEO delivered one of the key note presentations. afPE has continued to support Government departments, in particular the Department for Education (DfE) with a plethora of expert guidance and insight. The Association has also been involved with a large number of national partners in the development of strategies to support the implementation of the School Sport and Physical Activity Action Plan.

afPE remains the UK's single PE Subject Association and takes its place as part of the Council for Subject Associations (CfSA). afPE has continued to be highly influential, credible and respected within and beyond the education sector. The Board of Trustees has reviewed its operation and has regularly evaluated the success indicators of its four year Strategic Plan (2017 2021). The Board have agreed that the Association has successfully met the outcomes through the corporate objectives that it set in 2020. Over the past 12 months; importantly, the Risk Register has been re-formatted and overall the confidence level remains high with very few major areas of high risk and concern.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2021

2020-2021 has seen continuous growth and development due to the sound and rigorous financial management conducted by the Board of Trustees and well led and monitored by the Finance Officer, the Treasurer and the Finance Committee. The Association is in a 'healthy' position. The Trustees in conjunction with the staff have focused on ensuring a sustainable level of financial activity including controlling the cost base whilst steadily growing the balance sheet. We have seen a further increase in business activity, the number of Business Associates and most significantly in afPE membership where we have 'hit' our best membership number on record. Yet again, this demonstrates the appeal that the Association has had and the realisation for many, that we are a well-run, effective and efficient organisation that truly works to support the PE, school sport and physical activity sector in 'Putting PE at the Heart of School Life'.

As I have stated in previous Annual Reports, the continuous innovative and informative work of afPE has had an immediate impact on membership growth as has the Association's highly influential and growing social media presence across all platforms. This year has been no exception and we continue to be proud of being 'first to press the button' on many national PE, sport, physical activity and education sector updates, which in turn has driven substantial media traffic to afPE. The Trustees can confidently report that afPE has remained 'ahead of the game' when it comes to communicating important information, news and developments to the PE, Sport and Physical Activity community.

afPE has continued to grow and build additional capacity through establishing new partnerships and increasing its consultant base, whilst retaining its values and commitment to delivering a high level of service to its members and the wider sector. This, alongside the important need and rise in business activity, the substantial work to ensure compliance against the UK Sport Governance Code and the expectation of members and national partners, has remained a positive challenge for afPE. The Board of Trustees believes that afPE has risen to the challenge and we are confident that the Association has remained the 'UK representative organisation of choice for people and agencies delivering or supporting the delivery of physical education in schools and in the wider community'. Building on our successes, we continue to assess the challenges and achievements evenly, while the priority remains on the day to day activity that demands a full and clear focus. We remain upbeat and positive and believe that the role of afPE continues to become increasingly important in the ever challenging times ahead for the sector.

As always and in conclusion, the Trustees would like to congratulate and thank the staff for their continued passion, hard work and commitment to afPE during this last year. They have continued to work to ensure the Association meets the outcomes of the 2017 - 2021 afPE Strategic Plan. I would also personally like to thank my fellow Trustees for their support and rigour in keeping the Association on track and monitoring its growth. Finally, the Trustees would like to acknowledge the continued loyalty and support of its members, not only over the past 12 months but over the past years. This does not go unnoticed and as a result we have been able to maintain a solid foundation. Thank you.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2021

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Charity's core objects, as set out in its Memorandum of Association, are:

The advancement of high quality physical education for the benefit of the public, particularly but not exclusively by providing consultation and qualified advice to the teaching profession, schools and other statutory or government agencies.

The Charity's aim is as follows:

- Commitment to being the representative UK organisation for people and agencies delivering or supporting the delivery of physical education in schools and in the wider community.

The strategies employed to achieve the Charity's aims are to:

1. Demonstrate the distinctive role of physical education in children's and young people's development and achievements.
2. Establish and sustain physical education at the heart of school life and whole school development, through support for high quality learning and teaching; research; ethical leadership; and politically informed advocacy and representation.
3. Raise awareness of physical education's contributions to public health and well-being.
4. Play a leading role in the development of a workforce with the skills and qualities required to assure high quality physical education and sport in schools and in the wider community.
5. Provide high quality, professional, sustainable services for its members and partners.

The criteria the Charity used to assess success in the reporting period were:

- Client feedback across contractual commitments including international contracts.
- Member feedback and satisfaction regarding value for money.
- Consultant reviews.
- Partner feedback, including civil servants feedback on afPE's performance across the sector.
- The appropriate financial management of all activities and auditor advice and feedback.
- The status and quality of physical education in schools and its related impact on pupil standards and outcomes.
- Staff analysis and monitoring of the Charity's key performance indicators.

The significant activities undertaken during the period were:

- Updated accredited activities in response to changing workforce regulations including apprenticeships.
- Work with partners to ensure national delivery on key strategic initiatives.
- Updating and contributing to key workforce changes in the health and safety recommendations for the sector.
- Continued professional learning to support a sustainable workforce in physical education, school sport and physical activity (PESSPA).
- Delivery of support across England through the renamed and reviewed afPE Regional Strategic Advisers.
- Increased support to ITE through a national advisor, a targeted newsletter as well as the support for a designated conference, chapters in PE Matters, Poster presentations at the national conference and opportunities through PE and Sport Pedagogy research journal.
- On-going review to provide free members' webinars to support professional learning.
- Work with the appointed authors for the commissioned Safe Practice 2020.
- Responding to the increasing needs of the workforce and to respond by producing new resources to support the sector.
- Responding to consultations including the Ofsted reviews.
- Being in a position to respond to government initiatives and strategies.
- Effectively completing the Qatari Ministry contract.
- Tendering for significant sector contracts.

These activities contribute to the achievement of the Charity's aims and objectives by:

- Supporting the sector in identifying, promoting and developing the role of PE, School Sport Partnerships (SSP) and Physical Activity (PA) in schools.
-

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2021

- Forming different partnerships to underpin the significant work of the organisation to secure greater impact.
- Working alongside partners and key government departments at national strategic meetings to advocate the importance of PE, SS and PA, whilst creating appropriate actions for implementation.
- Being part of a wider network group to steer the direction of School Sport Action and Activity Action plan.
- Ensuring key personnel, including civil servants understand the contribution of PE to pupils' health and emotional well-being and its relationship with cognitive development through afPE's Head, Hands, Heart model.
- To provide guidance to support the new education inspection framework (EIF).
- Identifying, designing and delivering high quality professional learning to meet the needs of the workforce that can be recognised as a sustainable model for the workforce.
- Ensuring the workforce are able to secure accreditation for the work on identified contracts such as the Sport England Secondary Schools programme.
- Supporting the membership so that they have access to advice and support in all aspects of the professional context including health and safety, the safeguarding of children and young people.
- Ensuring that all children and young people can be kept safe in PE, sport and physical activities.
- Offering insurance and employment advice to members so that they feel they can carry out their duties in a way that protects them in the workplace.

Public benefit statement

The Trustees have reviewed the activities of the Charity in the light of the guidance published by the Charity Commission on public benefit. The Trustees are satisfied that the Charity's activities are for the public benefit, relating as they do to the development, establishment and sustained high quality PE, sport and physical activity across the education, sport and physical activity sector. This benefits the community by demonstrating, raising awareness, supporting, guiding and advising on the importance of the uptake and participation in physical education, sport and physical activity and its contribution to public health and well-being.

Our volunteers

Through its membership, afPE encourages and recruits volunteers to support various aspects of its work including advocacy, representation and in some cases, the delivery of the afPE aims and objectives at local, regional and national level i.e.

- Support working groups and Special Interest groups such as the Initial Teacher Education (ITE) Network, the PE Matters Editorial group, the Awards committee, conference planning the various All Party Parliamentary Groups, DfE and the PE Expert group.
- Support the two main conference planning groups.
- Represent afPE at the Dance Programme Network Board meetings.
- Promote professionalism and the status of Physical Education School Sport and Physical Activity (PESSPA) across the Physical Education and School Sport (PESS) sector.
- Trial resources and give feedback to improve on design and content.
- Act as representatives at various partner meetings and events.
- Chair various events and meetings.
- Represent the membership of the organisation at Board level.
- Work with the Regional Support Advisers to raise the profile of afPE across the country
- Operate an Awards Committee to make recommendations to the Boards.
- Operate a Board Co options committee.
- Carry out ad hoc duties at various events, including representation at third party events.

The Trustees would like to take this opportunity to thank all members, Business Associates and key partners for giving their time on a voluntary basis to support the work of the Association.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2021

STRATEGIC REPORT

Achievement and performance

Charitable activities

The following achievements allowed afPE to deliver against all 5 corporate objectives, working towards the achievement of the 2021 outcomes:

- Increasing afPE's presence to lead and support the PESSPA workforce during the Covid 19 Pandemic. This resulted in over 14,000 colleagues attending free webinars. afPE continued with the ITE seminars albeit online.
- Increased webinar access for members post events, active partnerships and partners to ensure consistency of message and upskilling of the sector.
- Health and Safety Team interpreted generic Government advice into a PESSPA context.
- Migration to e communication with members to ensure sustainable support, reduce costs and to improve the Association's commitment to improving the environmental savings.
- PE Matter is now distributed in environmentally friendly packaging.
- Maintaining and increasing afPE's representation and advocacy role, including support to several Active Partnerships (APs) and School Sport Partnerships (SSPs). This aim was also fulfilled by successful delivery of a number of keynote addresses, workshops at Primary PE and Sport conferences online working in partnership with afPE members, APs, SSPs and other partners including Business Associates' events.
- afPE also led and delivered several advice and support webinars, emails and articles regarding the underspend of the primary PE and Sport premium.
- Worked with partners to provide Swimming support to the DfE Pilot TSA project and to support Swim England to raise the profile for the need for schools to ensure all pupils can leave primary school being able to swim at least 25 metres, use a recognised stroke and be able to undertake safe self-rescue.
- Achieving a 100% success with the reapplications for Quality Mark. We have mentored additional Validators to support the reapplication process.
- On-going updating of the schools' template for the revised guidance for the Primary PE & Sport Premium funding which included two updates.
- Increasing partnerships achieving the largest number of Business Associates in the Association's history - by expanding our working relationships with new Business Associates and new partners.
- Increased the number of web hits breaking all historic records at 750,000 unique page views.
- On-going development of the sponsorship opportunities for the organisation.
- Increased quality, provision and reach of the afPE publications for members and the wider sector e.g. PE
- The Association has increased the range of accredited professional learning including a level 4 in 'Supporting pupils' wellbeing through Physical Education'.
- Continued promotion and growth and popularity of the 1st4sport and afPE Certificate in Supporting Learning in Physical Education and School Sport Level 2 and Level 3 qualifications and the Level 3 Dance vocational qualification.
- Continued growth and a review of the Level 5 and 6 Award - recognised by the Department for Education to increase the workforce PE knowledge.
- Expanding the work with the Awarding organisations' partner work.
- Successful online delivery to support the Sport England SETT schools to keep them engaged in the contract.
- Over 97% of afPE professional learning rated as good or outstanding.
- Increasing the number of Health and Safety courses to support and advise the PE, SSP and PA sector including the launch of Safe Practice 2020 and additional guidance for Covid 19.
- Completed the authoring and launch Safe Practice 2020.
- Created a varied membership offer for multiple schools with increased membership by 30% and support the workforce during Covid 19.
- Secured the Oak Academy contract to deliver and support on line PE resources for primary schools.
- Successfully partnered with Yorkshire Sport to create the #This is PE quality assured resources.
- The highest membership figures in the history of PE, with the largest number of Business Associates in afPE's history.
- The largest number of Consultants working with afPE in its history.
- Securing a grant from Sport England to support the Active Partnerships in delivering on the children and young people PE work.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2021

Financial review

Financial position

During the year ended 31 March 2021, the Charity received total income of £697,345, an increase of £8,104 compared to 2019/20. Expenditure for the year totalled £543,642, a decrease of £181,358 compared to 2019/20. The surplus of income against expenditure was £153,703 for the year.

At the year end the Charity had total reserves of £718,813 with restricted reserves of £40,586, an increase of £25,158 compared to 2019/20.

The Finance Committee reviews the level of reserves held annually. This review includes assessment of the nature of income streams and committed expenditure, future liabilities, disaster recovery costs and/or dissolution costs.

The Trustees continue to explore strategies for investing the current surplus reserves to support our charitable purposes and related charitable projects.

The Charity had no reserves in deficit at 31 March 2021.

Investment policy and objectives

The Charity operates a low risk approach to the investment of funds. Total income from all investments for the year ended 31 March 2021 was £3,163. There were no expenses incurred in earning this income.

Reserves policy

The total reserves of the charity increased by £153,703 to £718,813 from £565,110. Restricted funds increased from £15,428 to £40,586. Unrestricted funds increased from £549,682 to £678,227 in the year.

afPE's reserve policy is to hold a minimum level of free reserves equivalent to £300,000, in order to ensure that any delay in the receipt of income by the Trust, caused by the actions of third parties, does not affect the ability of the Trust to meet its obligations to its beneficiaries.

The amount held in free reserves at 31 March 2021 was £675,128 which would cover 14 months of expenditure. The Trustees regularly review the appropriateness of the reserves policy with regard to the current environment in which the Trust operates and believe the level of free reserves to be appropriate.

Going concern

The Trustees have reviewed the circumstances of the Charity and consider that adequate resources continue to be available to fund the activities of the Charity for the foreseeable future. In particular, this year the Trustees' have responded to the COVID-19 situation by taking the following actions:

- Increased reviewing and updating of financial forecasts and cashflow projections, including holding emergency Finance Committee meetings to scrutinise financial reports.
- Allowing the CEO to call on financial reserves, as required, to refocus the operational plan to ensure a service vs sales strategy for members and the sector.
- Corresponding with the Charity Commission and contractors to ensure the continuation of contracts.

The Trustees are of the view that the Charity is a going concern.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2021

STRATEGIC REPORT

Financial and risk management objectives and policies

The principal risks faced by the Charity are:

- Operational risk - such as recruitment and staffing, staff motivation, volunteering activity, office and IT requirements.
- Financial risk - the financial viability of the Association, recoverability of debts, compliance with legislation, maintaining membership numbers, and contractual commitments.
- Strategic risk - such as changes to the National Curriculum, not recruiting or retaining the right level of Board members, and a lack of focus on the Association impact and funding, or lack of partner engagement or political support.
- Compliance risk - such as compliance with the Articles, Charity Commission and business laws, and HR policies.

The Trustees have a risk management strategy which comprises a regular review of the Risk Register and discussion at Board of effective mitigation of these risks.

Future plans

The Charity has identified the following areas as the key aspects of future plans to be pursued during the next financial year (which will include a review and modification of the corporate objectives):

- Increase the number of participants undertaking accredited professional learning.
- Provide a national celebration and update for the PESSPA sector.
- Attend key Ministerial meetings and national partner strategy meetings particularly in relation to the School Sport and Activity Action Plan.
- Present at key sector conferences ensuring a strong relationship with Active Partnerships and members albeit in a hybrid form, online or face to face.
- Increase the Health and Safety opportunities for the sector in relation to managing the Covid 19 new world.
- Secure and deliver key contracts both in the UK and internationally.
- To work with partners to find solutions to ensure PE is at the heart of school life with an emphasis on the relationship with health and wellbeing.
- To work to secure representation to secure a firm contribution to the Commonwealth Games work in Education and accreditation related aspects.
- Looking forward reposition PE through the Task Force.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Association for Physical Education is a company limited by guarantee, governed by its Articles of Association dated 3 July 2019. It is registered as a charity with the Charity Commission.

Details of the Trustees who served throughout the year are included in these accounts.

Members' liability

Each member of the Charitable Company undertakes to contribute to the assets of the Company in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £1 (amended from £10 on 5 July 2017) for the debts and liabilities contracted before they cease to be a member.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

In July 2018 the membership approved amendment of the Articles of Association relating to appointments to the Board. All potential trustees, including the Chair of the Association, may be nominated by members and also sought through external agencies to provide a blend of member and independent (non-member) representatives. A rigorous process, based on specific expertise to establish and maintain an effective Management Board, then identifies those selected for a tenure of three years. All Trustees may be re selected for one further period of three years. The Chair, Vice Chair and Treasurer are nominated and appointed to each specific position. The Memorandum and Articles provides a minimum of 7 Trustees, to a maximum of 12 Trustees, with a rotation of tenure completion providing a balance between continuity and new representation. The Trustees have the power to co-opt up to 3 further trustees, to the maximum of twelve in total, to fill specialist roles where the Board identifies specific needs.

All members are circulated with invitations to nominate Trustees, advising them of any retiring Trustees and requesting nominations for the vacant positions. When considering co-opting Trustees, the Board has regard to the requirement for any specialist skills needed, for example, business development, marketing, human resources and recruitment skills.

When appointing new Trustees, the Board gives consideration to the balance of skills and experience needed to ensure that the Board has the necessary skills to contribute fully to the Charity's development.

The training and induction provided for new Trustees will depend upon their existing experience but would always include the provision and explanation of explanatory documents such as "The Essential Trustee" and similar guidance, key policies and regular professional learning opportunities at the beginning of Board meetings. As there are normally only two or three new Trustees a year, induction tends to be done informally and is tailored specifically to the individual. Advantage is taken of specific courses offered by the other bodies where available and relevant.

Organisational structure

The Board of Trustees normally meets four times per year, establishing an overall framework for the governance of the Charity and determining membership, terms of reference and procedures of Committees and other groups. It receives reports from the Finance Committee and other groups where relevant, with recommendations for adoption, as appropriate. It monitors the activities of the Committees through the minutes of their meetings and reports to each Board meeting. The Board may from time to time establish Working Groups to perform specific tasks over a limited timescale.

The Finance Committee meets at least 3 times a year and is responsible for monitoring, evaluating and reviewing policy and performance in relation to financial management, compliance with reporting and regulatory requirements and reporting. It also incorporates the role of an audit committee.

The Board of Trustees considers any proposals for changes to the status or constitution of the Charity and its committee structure, approval of the four year strategic plan, budget and other strategic decisions as appropriate and relevant to the objects of the Association.

The Trustees are responsible for setting general policy, adopting a four year strategic plan and budget, approving the statutory accounts, monitoring the Charity by the use of budgets and other data, and making major decisions about the direction of the Charity, capital expenditure and staff appointments.

Key management personnel

The Board of Trustees have devolved responsibility for day to day management of the Charity to the key management personnel. The key management personnel comprise the Chief Executive Officer, the Membership and Communications Manager and the Finance Officer. The key management personnel implement the policies laid down by the Trustees and report back to them on performance. Further details regarding key management personnel are disclosed in these accounts.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees for the year ended 31 March 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Related parties

None of our Trustees receive remuneration or other benefit from their work as Trustees for the Charity. Trustees may receive appropriate recompense for work for the Association other than that of a Trustee, providing the Chief Executive informs the Board that such consultative positions are held on merit and are open to other members of the Association. Further details regarding these transactions are disclosed in note 20 of these accounts.

The Charity has a wholly owned subsidiary, afPE Limited. The subsidiary is dormant, and details are disclosed in note 13.

FUNDS HELD AS CUSTODIAN TRUSTEE ON BEHALF OF OTHERS

The Charity and its Trustees do not act as the Custodian Trustees of any other Charity.

ADDITIONAL COMPANIES ACT REQUIREMENTS:

A Register of Persons with Significant Control is maintained annually. At this time, no Trustee has the power to apply such influence.

A register of Interests is also maintained with potential conflicts declared as they arise.

Review and confirmation of accuracy of the Register of Interests is recorded at each meeting of the Board of Trustees.

All Trustees complete HMRC Fit and Proper Person and Charity Commission Trustee Eligibility declarations confirming their suitability to act as Trustees.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Association for Physical Education 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;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

ASSOCIATION FOR PHYSICAL EDUCATION

Report of the Trustees
for the year ended 31 March 2021

AUDITORS

The auditors, Haines Watts Worcester Audit Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on ~~.....13 December 2021~~ and signed on the board's behalf by:


.....
S Munday - Trustee

Report of the Independent Auditors to the Members of Association For Physical Education

Opinion

We have audited the financial statements of Association For Physical Education (the 'charitable company') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (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 Companies Act 2006.

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 Auditors' 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 UK, including the FRC'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 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 charitable company'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.

However, not all future events or conditions can be predicted. The COVID-19 viral pandemic is one of the most significant economic events for the UK with unprecedented levels of uncertainty of outcomes. It is therefore difficult to evaluate all of the potential implications on the charitable company's trade, customers, suppliers and wider economy. The Trustees' view on the impact of COVID-19 is disclosed on accounting policies note.

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

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 Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, 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 this gives rise to a material misstatement in the financial statements themselves. 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.

Report of the Independent Auditors to the Members of Association For Physical Education

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, 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.

Report of the Independent Auditors to the Members of Association For Physical Education

Our responsibilities for the audit of the financial statements

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 a Report of the Independent Auditors 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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We obtained an understanding of the legal and regulatory framework applicable to both the charitable company itself and the industry in which it operates. We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our sector experience and through discussion with the trustees and other management. The most significant were identified as the Companies Act 2006, the Charities Act 2011 and the Charities SORP (FRS102).

We considered the extent of compliance with those laws and regulations as part of our procedures on the related financial statements. Our audit procedures included:

- making enquires of trustees and management as to where they consider there to be a susceptibility to fraud and whether they have any knowledge or suspicion of fraud;
- obtaining an understanding of the internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations;
- assessing the design effectiveness of the controls in place to prevent and detect fraud;
- assessing the risk of management override including identifying and testing journal entries;
- challenging the assumptions and judgements made by management in its significant accounting estimates.

Whilst our audit did not identify any significant matters relating to the detection of irregularities including fraud, and despite the audit being planned and conducted in accordance with ISAs (UK), there remains an unavoidable risk that material misstatements in the financial statements may not be detected owing to inherent limitations of the audit, and that by their very nature, any such instances of fraud or irregularity would likely involve collusion, forgery, intentional misrepresentations, or the override of internal controls.

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 Report of the Independent Auditors.

**Report of the Independent Auditors to the Members of
Association For Physical Education**

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' 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 the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Andrew Hughes ACA (Senior Statutory Auditor)
for and on behalf of Haines Watts Worcester Audit Limited
First Floor
Saggar House
Princes Drive
Worcester
WR1 2PG

Date: 15/12/2021.....

ASSOCIATION FOR PHYSICAL EDUCATION

**Statement of Financial Activities
for the year ended 31 March 2021**

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS					
Donations and legacies	2	-	145,751	145,751	175,000
Charitable activities	4	533,146	15,285	548,431	509,143
Investment income	3	<u>3,160</u>	<u>3</u>	<u>3,163</u>	<u>5,098</u>
Total		536,306	161,039	697,345	689,241
EXPENDITURE ON					
Charitable activities	5	407,761	135,881	543,642	725,000
Total		<u>407,761</u>	<u>135,881</u>	<u>543,642</u>	<u>725,000</u>
NET INCOME/(EXPENDITURE)		128,545	25,158	153,703	(35,759)
RECONCILIATION OF FUNDS					
Total funds brought forward		549,682	15,428	565,110	600,869
TOTAL FUNDS CARRIED FORWARD		<u><u>678,227</u></u>	<u><u>40,586</u></u>	<u><u>718,813</u></u>	<u><u>565,110</u></u>

The notes form part of these financial statements

ASSOCIATION FOR PHYSICAL EDUCATION

**Balance Sheet
31 March 2021**

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	12	3,098	-	3,098	7,845
Investments	13	<u>1</u>	<u>-</u>	<u>1</u>	<u>1</u>
		3,099	-	3,099	7,846
CURRENT ASSETS					
Stocks	14	-	-	-	1,315
Debtors	15	68,994	-	68,994	47,820
Cash at bank and in hand		<u>760,151</u>	<u>90,768</u>	<u>850,919</u>	<u>802,005</u>
		829,145	90,768	919,913	851,140
CREDITORS					
Amounts falling due within one year	16	(154,017)	(50,182)	(204,199)	(293,876)
		<u>675,128</u>	<u>40,586</u>	<u>715,714</u>	<u>557,264</u>
NET CURRENT ASSETS					
		<u>675,128</u>	<u>40,586</u>	<u>715,714</u>	<u>557,264</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>678,227</u>	<u>40,586</u>	<u>718,813</u>	<u>565,110</u>
NET ASSETS					
		<u><u>678,227</u></u>	<u><u>40,586</u></u>	<u><u>718,813</u></u>	<u><u>565,110</u></u>
FUNDS					
	18				
Unrestricted funds				678,227	549,682
Restricted funds				<u>40,586</u>	<u>15,428</u>
TOTAL FUNDS					
				<u><u>718,813</u></u>	<u><u>565,110</u></u>

The financial statements were approved by the Board of Trustees and authorised for issue on 13 December 2021 and were signed on its behalf by:


S Munday - Trustee

The notes form part of these financial statements

ASSOCIATION FOR PHYSICAL EDUCATION

Cash Flow Statement
for the year ended 31 March 2021

	Notes	2021 £	2020 £
Cash flows from operating activities			
Cash generated from operations	1	<u>45,751</u>	<u>178,109</u>
Net cash provided by operating activities		<u>45,751</u>	<u>178,109</u>
Cash flows from investing activities			
Interest received		<u>3,163</u>	<u>5,098</u>
Net cash provided by investing activities		<u>3,163</u>	<u>5,098</u>
		<hr/>	<hr/>
Change in cash and cash equivalents in the reporting period		48,914	183,207
Cash and cash equivalents at the beginning of the reporting period		<u>802,005</u>	<u>618,798</u>
Cash and cash equivalents at the end of the reporting period		<u>850,919</u>	<u>802,005</u>

The notes form part of these financial statements

ASSOCIATION FOR PHYSICAL EDUCATION

**Notes to the Cash Flow Statement
for the year ended 31 March 2021**

1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021	2020
	£	£
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)	153,703	(35,759)
Adjustments for:		
Depreciation charges	4,747	5,768
Interest received	(3,163)	(5,098)
Decrease/(increase) in stocks	1,315	72
Decrease/(increase) in debtors	(21,174)	71,709
(Decrease)/increase in creditors	<u>(89,677)</u>	<u>141,417</u>
Net cash provided by operations	<u><u>45,751</u></u>	<u><u>178,109</u></u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.20	Cash flow	At 31.3.21
	£	£	£
Net cash			
Cash at bank and in hand	<u>802,005</u>	<u>48,914</u>	<u>850,919</u>
	<u>802,005</u>	<u>48,914</u>	<u>850,919</u>
Total	<u><u>802,005</u></u>	<u><u>48,914</u></u>	<u><u>850,919</u></u>

The notes form part of these financial statements

ASSOCIATION FOR PHYSICAL EDUCATION

Notes to the Financial Statements for the year ended 31 March 2021

1. 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)', the Charities Act 2011 and the Companies Act 2006. The financial statements have been prepared under the historical cost convention. The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Going concern

The trustees continue to adopt the going concern assumption as the basis of preparation of the charity's financial statements. In doing so, the trustees confirm they believe that no material uncertainties exist in the foreseeable future regarding the charity's ability to continue as a going concern. In forming this conclusion, the trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from the date of authorising these financial statements.

In response to the ongoing impact of the COVID-19 pandemic, the trustees have further considered their projections to take into account possible scenarios, alongside the measures that they can take to mitigate the impact. Based on these assessments, together with the current resources available, the trustees have concluded that they can continue to adopt the going concern basis in preparing the financial statements.

Income

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable the income will be received.

Grant income is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount be measured reliably.

Subscription income is recognised on receipt basis and deferred until criteria for income recognition is met.

Royalties and advertising income is recognised on invoice basis, in the period it relates.

Training course income is recognised on invoice basis when the event takes place.

Investment income is interest earned on bank accounts. This is recognised when receivable and the amount can be measured reliably, which is normally on notification by the bank of the interest paid.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report.

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.

Tangible fixed assets

Fixed assets are included at cost or valuation, items below £1,000 will be normally expensed through the statement of financial activities.

ASSOCIATION FOR PHYSICAL EDUCATION

Notes to the Financial Statements - continued for the year ended 31 March 2021

1. ACCOUNTING POLICIES - continued

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

Fixtures and fittings	- 25% on cost
Computer equipment	- 25% on cost

Stocks

Stocks are valued 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.

Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in a separate heading in the Statement of financial activities.

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.

Pensions

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund, or employees' personal pension schemes, as appropriate.

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.

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 to settle the obligation can be measured or estimated reliably. These are normally recognised at their settlement amount after allowing for any trade discounts due.

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.

ASSOCIATION FOR PHYSICAL EDUCATION

**Notes to the Financial Statements - continued
for the year ended 31 March 2021**

2. DONATIONS AND LEGACIES

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Grants	<u>-</u>	<u>145,751</u>	<u>145,751</u>	<u>175,000</u>
	<u>-</u>	<u>145,751</u>	<u>145,751</u>	<u>175,000</u>

Grants received, included in the above, are as follows:

	2021 £	2020 £
Sport England – Primary PE	36,051	50,000
Sport England – Secondary TT	<u>109,700</u>	<u>125,000</u>
	<u>145,751</u>	<u>175,000</u>

3. INVESTMENT INCOME

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Interest receivable	<u>3,160</u>	<u>3</u>	<u>3,163</u>	<u>5,099</u>

ASSOCIATION FOR PHYSICAL EDUCATION

Notes to the Financial Statements - continued
for the year ended 31 March 2021

4. INCOME FROM CHARITABLE ACTIVITIES

	2021 £	2020 £
Professional Leadership	75,871	132,616
Membership Services	362,900	280,496
International contract income	-	6,000
Organisational development and capacity building	17,109	22,741
Advocacy and influence	90,151	67,104
Other Income	2,400	186
	<u>548,431</u>	<u>509,143</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 6) £	Totals £
Professional Leadership	165,525	111,061	276,586
Membership Services	110,419	133,821	244,240
Governance costs	-	22,416	22,416
Other income	<u>400</u>	<u>-</u>	<u>400</u>
	<u>276,344</u>	<u>267,298</u>	<u>543,642</u>

ASSOCIATION FOR PHYSICAL EDUCATION

**Notes to the Financial Statements - continued
for the year ended 31 March 2021**

6. SUPPORT COSTS

	Finance £	Other £	Governance costs £	Totals £
Professional Leadership	-	111,061	-	111,061
Membership Services	4,748	129,073	-	133,821
Governance costs	<u>-</u>	<u>-</u>	<u>22,416</u>	<u>22,416</u>
	<u>4,748</u>	<u>240,134</u>	<u>22,416</u>	<u>267,298</u>

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

Governance costs

	2021 Total activities £	2020 Total activities £
Auditors' remuneration	5,250	4,750
Board meeting costs	2,957	6,820
Other governance costs	<u>14,209</u>	<u>16,634</u>
	<u>22,416</u>	<u>28,204</u>

7. NET INCOME/(EXPENDITURE)

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

	2021 £	2020 £
Depreciation - owned assets	<u>4,747</u>	<u>5,769</u>

8. AUDITORS' REMUNERATION

	2021 £	2020 £
Fees payable to the charity's auditors and their associates for the audit of the charity's financial statements	<u>5,250</u>	<u>4,750</u>

ASSOCIATION FOR PHYSICAL EDUCATION

Notes to the Financial Statements - continued for the year ended 31 March 2021

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustee's remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020. However, 1 trustee carried out consultancy work for the Association (2020 2). Payments, excluding reimbursement for relevant travel costs (which are detailed below), incurred during the year were £3,450 (2020 £9,745).

Trustees' expenses

During the year, Trustees received reimbursed expenses amounting to £1,797 (2020 £7,780)

10. STAFF COSTS

Staff costs were as follows:

	2021	2020
	£	£
Wages and salaries	175,333	159,920
Social security costs	14,066	13,092
Other pension costs	<u>15,397</u>	<u>14,370</u>
	<u>204,796</u>	<u>187,382</u>

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

2021	2020
No.	No.
5	5

The number of higher paid employees was:

	2021	2020
	No.	No.
In the band £70,001 - £80,000	0	1
In the band £80,001 - £90,000	1	0

The key management personnel of the Charity comprises the Chief Executive Officer, the Marketing and Communications Manager and the Finance Officer, whose employee benefits totalled £139,903 (2020 £147,963), including employers National Insurance and pension contributions.

ASSOCIATION FOR PHYSICAL EDUCATION

**Notes to the Financial Statements - continued
for the year ended 31 March 2021**

12. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2020 and 31 March 2021	<u>2,613</u>	<u>24,117</u>	<u>26,730</u>
DEPRECIATION			
At 1 April 2020	2,613	16,272	18,885
Charge for year	<u>-</u>	<u>4,747</u>	<u>4,747</u>
At 31 March 2021	<u>2,613</u>	<u>21,019</u>	<u>23,632</u>
NET BOOK VALUE			
At 31 March 2021	<u>-</u>	<u>3,098</u>	<u>3,098</u>
At 31 March 2020	<u>-</u>	<u>7,845</u>	<u>7,845</u>

13. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1 April 2020 and 31 March 2021	<u>1</u>
NET BOOK VALUE	
At 31 March 2021	<u>1</u>
At 31 March 2020	<u>1</u>

There were no investment assets outside the UK.

The company's investments at the balance sheet date in the share capital of companies include the following:

afPE Limited

Registered office: Room 117, Bredon, University of Worcester, Henwick Grove, Worcester, WR2 6AJ

Nature of business: Dormant Company

Class of share:	%			
Ordinary	holding			
	100	2021	2020	
				£
Aggregate capital and reserves		1	1	

ASSOCIATION FOR PHYSICAL EDUCATION

**Notes to the Financial Statements - continued
for the year ended 31 March 2021**

14. STOCKS

	2021	2020
	£	£
Finished goods	<u>-</u>	<u>1,315</u>

15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade debtors	13,430	18,390
Prepayments and accrued income	<u>55,564</u>	<u>29,430</u>
	<u>68,994</u>	<u>47,820</u>

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade creditors	37,176	60,890
Social security and other taxes	4,942	4,694
VAT	17,530	15,623
Other creditors	2,377	1,429
Accruals and deferred income	<u>142,173</u>	<u>211,240</u>
	<u>204,199</u>	<u>293,876</u>

DEFERRED INCOME

	As at 1 April 2020	Released to incoming resources	Deferred in the year	As at 31 March 2021
	£	£	£	£
Membership	36,695	(36,695)	42,266	42,266
Advertising	12,433	(12,433)	12,433	12,433
Annual conference	1,457	-	-	1,457
Royalties	3,750	(3,750)	3,750	3,750
Grant income	147,803	(132,504)	34,783	50,082
Training courses	2,473	(952)	-	1,521
Total	204,611	(186,334)	93,232	111,509

At the balance sheet date the charity was holding funds received in advance for services due to be delivered after the year end and for which entitlement to the income is not received until the service is delivered.

17. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2021	2020
	£	£
Within one year	3,640	3,640
Between one and five years	<u>6,370</u>	<u>10,010</u>
	<u>10,010</u>	<u>13,650</u>

ASSOCIATION FOR PHYSICAL EDUCATION

**Notes to the Financial Statements - continued
for the year ended 31 March 2021**

18. FUNDS

	Balance b/f £	Incoming resources £	Resources expended £	Transfers £	Balance c/f £
Unrestricted funds					
General fund	549,682	536,306	(407,761)	-	678,227
	549,682	536,306	(407,761)	-	678,227
Restricted funds					
Gerald Murray	866	-	-	-	866
Regions and Home Counties	13,101	15,289	(7,820)	-	20,570
Sport England - Primary PE	-	36,051	(16,901)	-	19,150
Sport England - Secondary TT	1,461	109,699	(111,160)	-	-
	15,428	161,039	(135,881)	-	40,586
TOTAL FUNDS	565,110	697,345	(543,642)	-	718,813

Gerald Murray - This fund resulted from an historical bequest and its purpose is to reward the profession when colleagues have made a significant contribution.

Regions and Home Counties - Funds raised by regional committees and the income is ring-fenced for their future use.

Sport England - Primary PE - Income from a third party with specific project objectives and therefore restricted funds.

Sport England - Secondary TT - Income from a third party with specific project objectives and therefore restricted funds.

19. EMPLOYEE BENEFIT OBLIGATIONS

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund, or employees' personal pension schemes, as appropriate, and amounted to £15,397 (2020 £14,370).

20. RELATED PARTY DISCLOSURES

During the year a summary of the related party transactions are:

	2021 £	2020 £
Sales transactions with trustees	916	-
Amounts owed to trustees included within trade creditors	1,188	1,520
Purchase transactions with trustees	3,450	9,745
Expenses reimbursed to trustees	1,797	7,780

21. INDIRECT DONATIONS

The University of Worcester supplied office accommodation and services to the approximate value of £15,000 during the year for which the Association is very grateful. The donation is not reflected in the income and expenditure shown.

ASSOCIATION FOR PHYSICAL EDUCATION

**Detailed Statement of Financial Activities
for the year ended 31 March 2021**

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS				
Donations and legacies				
Grants	-	145,751	145,751	175,000
	-	145,751	145,751	175,000
Investment income				
Interest receivable - trading	3,160	3	3,163	5,098
Charitable activities				
Subscriptions	362,900	-	362,900	280,496
Royalties	90,151	-	90,151	67,104
Advertising	17,109	-	17,109	22,741
International contract income	-	-	-	6,000
Training courses	60,586	15,285	75,871	132,616
Other contract income	2,400	-	2,400	-
Exceptional items	-	-	-	186
	<u>533,146</u>	<u>15,285</u>	<u>548,431</u>	<u>509,143</u>
Total incoming resources	536,306	161,039	697,345	689,241
EXPENDITURE				
Charitable activities				
Insurance	27,675	-	27,675	28,174
Advertising	81,083	-	81,083	81,224
International contract costs	-	-	-	1,627
Course costs	49,770	81,998	131,768	259,879
Travelling	-	-	-	9,220
Professional fees	29,071	679	29,750	69,510
Sundries	6,068	-	6,068	5,889
	193,667	82,677	276,344	455,523
Support costs				
Finance				
Computer equipment	3,880	868	4,748	5,768
Other				
Wages	135,890	39,443	175,333	159,920
Carried forward	135,890	39,443	175,333	159,920

This page does not form part of the statutory financial statements

ASSOCIATION FOR PHYSICAL EDUCATION

**Detailed Statement of Financial Activities
for the year ended 31 March 2021**

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Other				
Brought forward	135,890	39,443	175,333	159,920
Social security	11,846	2,220	14,066	13,092
Pensions	12,810	2,587	15,397	14,370
Irrecoverable vat	3,606	806	4,412	13,260
Premises costs	1,721	385	2,106	2,504
Office running costs	20,937	5,487	26,424	30,380
Financial charges	<u>1,958</u>	<u>438</u>	<u>2,396</u>	<u>1,979</u>
	188,768	51,366	240,134	235,505
Governance costs				
Auditors' remuneration	4,291	959	5,250	4,750
Board meeting costs	2,957	-	2,957	6,820
Other governance costs	<u>14,198</u>	<u>11</u>	<u>14,209</u>	<u>16,634</u>
	<u>21,446</u>	<u>970</u>	<u>22,416</u>	<u>28,204</u>
Total resources expended	<u>407,761</u>	<u>135,881</u>	<u>543,642</u>	<u>725,000</u>
Net income	<u><u>128,545</u></u>	<u><u>25,158</u></u>	<u><u>153,703</u></u>	<u><u>(35,759)</u></u>

This page does not form part of the statutory financial statements