

## Trustees' Annual Report for the period

**From**

Period start date

**To**

Period end date

Day

**01**

Month

**06**

Year

**2020**

Day

**31**

Month

**05**

Year

**2021**

**Charity name**

**HEATH PARK RANGERS AFC**

**Other names charity is known by**

**Registered charity number (if any)**

**1121421**

**Charity's principal address**

18 ST AGNES ROAD

HEATH

CARDIFF

**Postcode**

**CF14 4AP**

**Names of the charity trustees who manage the charity**

**Trustee name**  
**Office (if any)**  
**Dates acted if not for whole year**  
**Name of person (or body) entitled to appoint trustee (if any)**

1

STEVE BALL

Appointed 12/6/2018

2

PENNY MACPHERSON

Appointed 12/6/2018

3

CLARE ZIRKER

Appointed 12/6/2018



**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

**Name**

**Dates acted if not for whole year**

## **Names and addresses of advisers (Optional information)**

### **Type of adviser**

**Name**

**Address**

## **Name of chief executive or names of senior staff members (Optional information)**

# **Section B                      Structure, governance and management**

## **Description of the charity's trusts**

	Type of governing document (eg. trust deed, constitution)
Constitution	
	How the charity is constituted (eg. trust, association, company)
Association	
	Trustee selection methods (eg. appointed by, elected by)
Appointed by Committee made up of Club Volunteers at Club meeting(s)	

## **Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;

- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

To provide or assist in the provision of facilities in the interests of social welfare for the education and recreation, in particular the playing of Association Football, for children aged 8 to 16, with the object of improving their conditions of life.

### Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The focus of our activities remains the provision of association football to the local community (age 7 upwards).

### Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D Achievements and performance

### Summary of the main achievements of the charity during the year

In the region of 260 local children now form part of Heath Park Rangers AFC and enjoy playing football once or mostly twice a week (weather permitting access to park pitches).

The charity has been able to provide new playing kit to all players over the past two years, and in many cases has been able to offer additional items of 'kit' to reinforce the team and club bond and identity.

The club has in the region of 70 volunteers across the club in coach, admin and first aid roles.

The club has been able to purchase more equipment for the teams to assist with their coaching and playing, and have been able to hire training venues including floodlit venues throughout the extended winter period so that teams can continue to train even when the nights draw in.

However, the season was significantly affected by the covid-19 pandemic.



## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The retention of sufficient surplus at the end of each financial year allows the Club to positively plan ahead for the following financial year / season in advance of receipt of income from monthly subs.

These reserves notably allow the Club purchase of new kit and equipment and other necessary upfront payments and to arrange a celebratory end-of-season presentation day where awards are given out to all children

The value of reserves is driven by the number of teams and number of players in the club at that time, and any associated changes in expenditure

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The principal source of funds is monthly subscriptions in respect of players (which increased in 2019/20 to account for the decision to avoid a re-registration fee annually – due to administration issues associated with the same). Individual teams also seek to secure wherever possible sponsorship from local shops, businesses or organisations, who wish to engage with a local Community Football Club, while opportunities are taken whenever possible to apply for appropriate grants.

Key areas of expenditure include football related equipment, kit and leisure wear for players and venue hire, trophies for all children at end of year presentation plus contributions towards festivals and tours.

The principal risk arises from the reliance on volunteers to coach, support and run the Club. Any loss of key volunteers can have adverse impacts.

A new Secretary (Dianne Bentley) has been appointed for 2021-22 season (wef June 2021), and the remainder of the Committee appointed in June 2018 continues to lead the Club in an effective manner.

## Section G

## Declaration

**The trustees declare that they have approved the trustees' report above.**

**Signed on behalf of the charity's trustees**

**Signature(s)**

**Full name(s)**

STEVEN JOHN BALL  
CLARE ZIRKER

**Position (eg Secretary, Chair, etc)**

CHAIRMAN AND TREASURER  
CLUB WELFARE OFFICER

**Date**

14 MARCH 2022

## HEATH PARK RANGERS - FINAL I&E ACCOUNTS 2020/21

INCOME & EXPENDITURE - CASH BASIS	TOTAL YEAR TO DATE	TOTAL YEAR TO DATE	Comparison year on year	TOTAL YEAR TO DATE	TOTAL YEAR TO DATE	TOTAL YEAR TO DATE
	2020/21	2019/20	20/21 vs 19/20	2018/19	2017/18	2016/17
<b>INCOME</b>						
Prior year subs arrears			£ -			£ 860.00
Registration fees	1,551.00	1,227.00	£ 324.00	£ 5,629.45	£ 5,105.00	£ 5,410.00
Monthly subs	35,172.50	36,415.00	£ (1,242.50)	£ 28,041.00	£ 26,503.02	£ 22,795.00
Grant income		1,750.00	£ (1,750.00)			£ 1,230.00
Sponsorship income	2,220.00	1,900.00	£ 320.00	£ 3,150.00	£ 700.00	£ 1,237.88
Other income	941.73	2,066.91	£ (1,125.18)	£ 213.25		£ 216.46
Presentation day		2,528.98	£ (2,528.98)	£ 1,202.59	£ 2,257.55	£ 1,360.01
reversed income			£ -			
<b>TOTAL INCOME</b>	<b>£ 39,885.23</b>	<b>£ 45,887.89</b>	<b>£ (6,002.66)</b>	<b>£ 38,236.29</b>	<b>£ 34,565.57</b>	<b>£ 33,109.35</b>
			£ -			
<b>EXPENDITURE</b>			£ -			
Kit	11,074.50	7,903.75	£ 3,170.75	£ 9,645.48	£ 7,801.33	£ 6,529.70
Equipment	5,355.71	3,506.66	£ 1,849.05	£ 2,585.15	£ 5,215.78	£ 3,785.68
Winter training pitch hire	8,448.02	13,750.90	£ (5,302.88)	£ 15,523.20	£ 13,615.30	£ 11,539.20
Course fees	1,587.00	1,702.25	£ (115.25)	£ 1,010.00	£ 1,025.00	£ 575.00
Fines and Pitch fees	1,350.00	2,308.25	£ (958.25)	£ 792.00	£ 52.00	£ 157.00
Festivals & Tours		978.00	£ (978.00)	£ 935.00	£ 813.00	£ 604.99
Administration/registration fees		-	£ -	£ 352.00		£ 40.00
Presentation day	925.00	4,498.47	£ (3,573.47)	£ 4,356.40	£ 4,045.71	£ 2,603.46
Other expenditure	1,698.79	2,185.50	£ (486.71)	£ 3,491.68	£ 810.52	£ 2,066.82
Christmas party	270.00	228.00	£ 42.00	£ 390.00	£ 215.83	£ -
Pitch Hire	2,421.24		£ 2,421.24			
Covid Costs	586.40		£ 586.40			
Seniors costs			£ -			
			£ -			
<b>TOTAL EXPENDITURE</b>	<b>33,716.66</b>	<b>37,061.78</b>	<b>£ (3,345.12)</b>	<b>£ 39,080.91</b>	<b>£ 33,594.47</b>	<b>£ 27,901.85</b>
			£ -			
<b>SURPLUS</b>	<b>£ 6,168.57</b>	<b>£ 8,826.11</b>	<b>£ (2,657.54)</b>	<b>£ (844.62)</b>	<b>£ 971.10</b>	<b>£ 5,011.44</b>

<b>CASH BALANCE</b>	<b>2020/21</b>	<b>2019/20</b>
Opening balance per Bank Statement (1/6)	£ 25,701.56	£ 16,875.45
Movement as above	£ 6,168.57	£ 8,826.11
Closing balance calculated	£ 31,870.13	£ 25,701.56
<b>Closing balance per Bank Statement at year end (31/5)</b>	<b>£ 31,870.13</b>	<b>£ 25,701.56</b>

<b>Bank balances</b>	
Opening balance 1 June 2017	£ 16,748.97
Opening balance 1 June 2018	£ 17,720.07
Opening balance 1 June 2019	£ 16,875.45
Opening balance 1 June 2019	£ 25,701.56

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## HEATH PARK RANGERS - FINAL I&E ACCOUNTS 2018/19

INCOME & EXPENDITURE - CASH BASIS	TOTAL YEAR TO DATE	TOTAL YEAR TO DATE	Comparison year on year	TOTAL YEAR TO DATE	TOTAL YEAR TO DATE	TOTAL YEAR TO DATE
	2018/19	2017/18	18/19 vs 17/18	2016/17	2015/16	2014/15
<b>INCOME</b>						
Prior year subs arrears			£ -	£ 860.00		
Registration fees	£ 5,629.45	£ 5,105.00	£ 524.45	£ 5,410.00	£ 4,015.00	£ 2,250.00
Monthly subs	£ 28,041.00	£ 26,503.02	£ 1,537.98	£ 22,795.00	£ 21,740.00	£ 14,605.00
Grant income			£ -	£ 1,230.00	£ 2,000.00	£ 1,835.00
Sponsorship income	£ 3,150.00	£ 700.00	£ 2,450.00	£ 1,237.88	£ 2,660.00	£ 800.00
Other income	£ 213.25		£ 213.25	£ 216.46	£ 496.00	£ 256.85
Presentation day	£ 1,202.59	£ 2,257.55	£ (1,054.96)	£ 1,360.01	£ 1,528.14	£ 1,825.00
reversed income						
<b>TOTAL INCOME</b>	<b>£ 38,236.29</b>	<b>£ 34,565.57</b>	<b>£ 3,670.72</b>	<b>£ 33,109.35</b>	<b>£ 32,439.14</b>	<b>£ 21,571.85</b>
<b>EXPENDITURE</b>						
Kit	£ 9,645.48	£ 7,801.33	£ 1,844.15	£ 6,529.70	£ 6,994.54	£ 3,287.20
Equipment	£ 2,585.15	£ 5,215.78	£ (2,630.63)	£ 3,785.68	£ 4,022.56	£ 1,807.56
Winter training pitch hire	£ 15,523.20	£ 13,615.30	£ 1,907.90	£ 11,539.20	£ 11,611.01	£ 4,298.00
Course fees	£ 1,010.00	£ 1,025.00	£ (15.00)	£ 575.00	£ 890.00	£ 515.00
Fines and Pitch fees	£ 792.00	£ 52.00	£ 740.00	£ 157.00	£ 49.00	
Festivals & Tours	£ 935.00	£ 813.00	£ 122.00	£ 604.99	£ 1,010.00	£ 720.00
Administration/registration fees	£ 352.00		£ 352.00	£ 40.00	£ -	
Presentation day	£ 4,356.40	£ 4,045.71	£ 310.69	£ 2,603.46	£ 1,701.52	£ -
Other expenditure	£ 3,491.68	£ 810.52	£ 2,681.16	£ 2,066.82	£ 823.05	£ 2,260.72
Christmas party	£ 390.00	£ 215.83	£ 174.17	£ -	£ 326.02	
Prior year costs			£ -			£ 2,426.99
Expenditure re 15/16			£ -			£ 198.00
Seniors costs			£ -			£ 711.00
<b>TOTAL EXPENDITURE</b>	<b>£ 39,080.91</b>	<b>£ 33,594.47</b>	<b>£ 5,486.44</b>	<b>£ 27,901.85</b>	<b>£ 27,427.70</b>	<b>£ 16,224.47</b>
<b>SURPLUS</b>	<b>£ (844.62)</b>	<b>£ 971.10</b>	<b>£ (1,815.72)</b>	<b>£ 5,207.50</b>	<b>£ 5,011.44</b>	<b>£ 5,347.38</b>

<b>CASH BALANCE</b>	<b>2018/19</b>	<b>2017/18</b>
Opening balance per Bank Statement (1/6)	£ 17,720.07	£ 16,748.97
Movement as above	£ (844.62)	£ 971.10
Closing balance calculated	£ 16,875.45	£ 17,720.07
<b>Closing balance per Bank Statement at year end (31/5)</b>	<b>£ 16,875.45</b>	<b>£ 17,720.07</b>

<b>Bank balances</b>	
Opening balance 1 June 2015	£ 6,530.08
Opening balance 1 June 2016	£ 11,541.47
Opening balance 1 June 2017	£ 16,748.97
Opening balance 1 June 2018	£ 17,720.07
Opening balance 1 June 2019	£ 16,875.45

**HEATH PARK RANGERS**

INCOME & EXPENDITURE - CASH BASIS	TOTAL YEAR TO DATE	TOTAL YEAR TO DATE	Comparison year on year	TOTAL YEAR TO DATE	TOTAL YEAR TO DATE	TOTAL YEAR TO DATE
	2017/18	2016/17	17/18 vs 16/17	2015/16	2014/15	2013/14
<b>INCOME</b>						
Prior year subs arrears		860.00	- 860.00			
Registration fees	5,105.00	5,410.00	- 305.00	4,015.00	2,250.00	
Monthly subs	26,503.02	22,795.00	3,708.02	21,740.00	14,605.00	13,500.00
Grant income		1,230.00	- 1,230.00	2,000.00	1,835.00	
Sponsorship income	700.00	1,237.88	- 537.88	2,660.00	800.00	4,088.58
Other income		216.46	- 216.46	496.00	256.85	
Presentation day	2,257.55	1,360.01	897.54	1,528.14	1,825.00	
<b>TOTAL INCOME</b>	<b>34,565.57</b>	<b>33,109.35</b>	<b>1,456.22</b>	<b>32,439.14</b>	<b>21,571.85</b>	<b>17,588.58</b>
<b>EXPENDITURE</b>						
Kit	7,801.33	6,529.70	1,271.63	6,994.54	3,287.20	5,536.44
Equipment	5,215.78	3,785.68	1,430.10	4,022.56	1,807.56	
Winter training pitch hire	13,615.30	11,539.20	2,076.10	11,611.01	4,298.00	10,656.61
Course fees	1,025.00	575.00	450.00	890.00	515.00	
Fines	52.00	157.00	- 105.00	49.00		
Festivals & Tours	813.00	604.99	208.01	1,010.00	720.00	455.00
Administration/registration fees		40.00	- 40.00	-		
Presentation day	4,045.71	2,603.46	1,442.25	1,701.52	-	
Other expenditure	810.52	2,066.82	- 1,256.30	823.05	2,260.72	1,030.04
Christmas party	215.83	-	215.83	326.02		
Prior year costs					2,426.99	630.00
Expenditure re 15/16					198.00	
Seniors costs					711.00	
<b>TOTAL EXPENDITURE</b>	<b>33,594.47</b>	<b>27,901.85</b>	<b>5,692.62</b>	<b>27,427.70</b>	<b>16,224.47</b>	<b>18,308.09</b>
<b>SURPLUS</b>	<b>971.10</b>	<b>5,207.50</b>	<b>- 4,236.40</b>	<b>5,011.44</b>	<b>5,347.38</b>	<b>- 719.51</b>

<b>CASH BALANCE</b>	<b>2017/18</b>	<b>2016/17</b>
Opening balance per Bank Statement (1/6)	16,748.97	11,541.47
Movement as above	971.10	5,207.50
Closing balance calculated	17,720.07	16,748.97
<b>Closing balance per Bank Statement at year end</b>	<b>17,720.07</b>	<b>16,748.97</b>

<b>Bank balances</b>	
Opening balance 1 June 2014	1,169.17
Opening balance 1 June 2015	6,530.08
Opening balance 1 June 2016	11,541.47
Opening balance 1 June 2017	16,748.97
Opening balance 1 June 2018	17,720.07

# PRINCIPLES

## INCOME

### Registration Fee

Registration fee of £25 per NEW player. All existing players have reg fee embedded into monthly subs

### Monthly Subs

Monthly subs of £13 per player. Where more than one player from the same family, eldest pays reduced subs

### Sponsorship Income

Sponsorship income is able to be spent by that team. Logo on shirts, details on website, social media etc.

Any generic sponsorship goes into the club funds for allocating as necessary (some teams have limited opportunities)

Generally request £250 for minis sponsorship per team, but have accepted lower. Older teams we ask for more and increases and each team has more players also.

### Grant Income

Sport Wales Community Chest Grant can be applied for once in any 12 month period.

Terms and conditions apply, including strict deadlines for application and monies can't be spent before approved

Historically applied for funds to support the newly recruited U7s teams.

Didn't apply in 17/18 due to restrictions - once in 12 months

## Kit

Each team is allocated up to £30 per head each year to spend on football related items. However, they must have a kit list and a receipt is required. Kit can exceed £30 allowance and club has funded shortfall if spend is kit related, and all of the £30 is used.

Working on the basis that kit will last two seasons, so every other year an alternative item can be purchased (e.g. socks)

Kit does not usually have player initials but ancillary items can have initials if budget permits / parent contributes

All coaches receive a t-shirt and jacket from the club when they volunteer, and these are replaced as and when needed

Think we should consider buying tracksuit pants for coaches also at least whilst we can afford to.

Old Kit, we try to donate to charity if volunteer to coordinate

## Equipment

In the past two years any new equipment requests have been delivered. Any less common / more expensive items are purchased for the club to share as opposed to specific team to use

Some teams request more than others - monitored to avoid abuse

We try to collect back equipment each year so that items can be handed down if suitable

New balls are purchased every season with one ball per player (minimum) and a match ball

## Winter training facilities

One hour mid week for all teams U8 upwards, winter season extended to 1 October to end March as funds permit, but can be added on at the time if sufficient players. Experience showed that we cancelled at short notice and funds were wasted so took consistent approach with all bookings being EXCLUDING school holidays.

Previously winter season was when clocks changed in October and March

Saturday winter training facilities for U7s (historically Maes y Coed MUGA)

Heath Park 3G previously booked for Saturday mornings 9-10 and 12-1 used on a rotational basis between all Found that limited demand for 12-1 so released pitch back to council.

League took Heath Park 3G 9-10 for U8s & U9s and HPR charged if their team is using it.

U7s always play as they use all weather pitch. If not playing they use MUGA for training on Saturday morning

Emailed this season to say club would fund pitch hire on Saturdays given how many Saturdays were called off received

Once booked many venues hold for next season unless you specifically cancel.

### **Course Fees**

Encourage all coaches to undertake FAW leaders, first aid, safeguarding and goal keeper training. Significant course £40 jumped to £75.

Encourage more senior coaches to take referee course.

Club will pay for independent referee if necessary but hard to find.

Make sure coaches don't miss their refresher course as very strict on this and have to redo whole course if miss course

### **Festivals & Tours**

All minis teams can enter up to three end of season and one start of season festival.

Due to administration difficulties, if teams don't take up the maximum they cannot offset against other spend

If team wants to swap festivals for tour then that is considered on a case by case basis and insurance etc needed

### **Presentation Day**

Presentation day aims to cover its costs

Trophies are largest expense

Most supermarkets offer sale or return on drinks so don't give away surplus stock. Giving away stock meant to lost money!!

Could consider giving away burger and soft drink to every player if this was of interest.

### **Christmas Party**

Struggled to find organiser volunteer. Where no party, offered all teams the chance to buy selection boxes with club. Only a handful of teams took the club up on this offer





**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Heath Park Rangers AFC

**On accounts for the year  
ended**

31 May 2021

**Charity no  
(if any)**

1121421

**Set out on pages**

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/05/2021**.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**

**Date:** 30/03/2022

**Name:**

Joseph Hargreaves

**Relevant professional  
qualification(s) or body  
(if any):**

Institute of Chartered Accountants of Scotland

**Address:**

12 Prospect Drive

Cardiff

CF5 2HN

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**