

**MANSFIELD TOWN
FOOTBALL IN THE COMMUNITY LIMITED
(A company limited by guarantee)
Trustees'
Report and Financial Statements
For the year ended 31 August 2020
Independently Examined**

MANSFIELD TOWN FOOTBALL IN THE COMMUNITY LIMITED

(A company limited by guarantee)

**Report and Financial Statements –
independently Examined**

For the year ended 31 August 2020

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MANSFIELD TOWN FOOTBALL IN THE COMMUNITY LIMITED

(A company limited by guarantee)

**Trustees and their Advisors
For the year ended 31 August 2020**

TRUSTEES: Andrew Saunders (Chairman)
Tina Broughton
Paul Broughton
Jon Hodgkinson
Douglas Carroll
Paul Wilson

SECRETARY Bernard Wale

**HEAD of
Community
Club Organisation
(CCO)** Mark Hemingray

**PRINCIPAL
OFFICE:** Community Room
One Call Stadium
Quarry Lane
Mansfield
Nottinghamshire
NG18 5DA

**REGISTERED
OFFICE:** Fox Cottage
11 Main Street
Newthorpe
Nottingham
NG16 2EX

COMPANY REGISTRATION NUMBER: 6538187

CHARITY REGISTRATION NUMBER: 1124621

BANKERS: Lloyds
1-3 Church Street
Mansfield
Nottinghamshire
NG18 1AF

MANSFIELD TOWN FOOTBALL IN THE COMMUNITY LIMITED
(A company limited by guarantee)
Report of the Trustees
For the year ended 31 August 2020

The trustees present their report and financial statements for the year ended 31 August 2020

The trustees, who are also directors for the purposes of company law, who served during the year and up to the date of this report are set out on page 1 of this report

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Mansfield Town Football in the Community Limited is a charitable company limited by guarantee incorporated 18 March 2008 and is registered as a charity with the Charity Commission, registration number 1124621. Its memorandum and articles of association adopted on 20 March 2008 under company registration number 6538187 govern its affairs.

The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1 each. The memorandum of association restricts the use of the company's income and property, such that they must be applied solely towards the objects of the company and specifically disallows the payment of dividend, bonus or profits to the members.

Tax Status

The company which is a registered charity is exempt from corporation tax and income tax and is classed as a Club Community Organisation (CCO)

Trustees

The Board of Trustees which also acts as a management committee is responsible for the overall governance of the charity. The trustees are also directors of the company. Trustees are either elected on the recommendation of fellow trustees or co-opted and the minimum number of trustees is three with no current maximum. One third of trustees shall retire at each annual meeting along with all newly appointed trustees. At this year's annual meeting the following trustees will retire and will be seeking re-election:

Paul Broughton

Paul Wilson

An extremely effective working partnership between the trustees and the Head of the CCO is one of the main contributing factors in the ongoing development and success of this company. In order to ensure that the trustees' roles are carried out effectively, each has a folio of interests within MTFitC, which requires them to have an understanding and a responsibility for specific areas of activity within the work of the charity. Trustees are required to meet at least four times each year including an Annual Meeting at which the trustees review overall strategy, set operating plans and budgets, and review the ongoing operational and investment performance of the charity. All new trustees receive an induction pack containing all the relevant information regarding the structure, legalities and operational running of the charity and its work for effective and informed decision making. Trustee training sessions are held at least once per year for the whole board incorporating strategic reviews; other sessions are arranged as necessary for any other specific purposes.

The board delegates the exercise of certain powers and responsibilities relating to the daily management and administration of the charity to its Company Secretary and the Head of the CCO who work very closely in the daily operations of the Charity. These powers are controlled by the need for regular reporting back to the main board in order that any decisions made under delegated powers can be ratified by the full board in due course.

Change of accounting year end date

It was agreed by the board to change the accounting date to 31st August to bring it in line with the periods for the English Football League season

The last accounts covered a 17 month period 1st April 2018 to 31st August 2019, the figures in this report are for a normal 12 month period.

MANSFIELD TOWN FOOTBALL IN THE COMMUNITY LIMITED

(A company limited by guarantee)

Report of the Trustees

For the year ended 31 August 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

OBJECTIVES AND ACTIVITIES FOR THE PUBLIC

BENEFIT

The principal object of the company is to further and assist in the education (on both a social and physical basis) of children and adults within Mansfield and its surrounding area, without reference to their age, gender, gender reassignment, marital status, nationality, ethnic origin, colour, religion or belief ability or disability and social class, through the use and power of football and other sporting and recreational activities as educational tools and in furtherance of that object to provide within Mansfield and its surrounding area appropriate facilities for meetings, activities and classes for the benefit of such children so that they might grow to maturity as individuals and members of society and that their conditions of life may be improved.

ACHIEVEMENTS AND PERFORMANCE

The company which was formed in March 2008 following the disbandment of the former National Football in the Community scheme has continued its vital role of maintaining existing very close relationships with local schools and businesses and to continue to offer vital support for the raising of educational and physical training standards within the Mansfield area and its surrounds.

Additional grant funding was obtained which enabled our activities to continue and expand. Work is also being carried out to secure further funding for the ongoing delivery of existing and new courses and training over the coming years.

During the course of the year the charity has continued to review its activities and the trustees will be seeking to adopt an ongoing revised strategic plan for further expansion of the company's activities

Principal Funding sources

The principal sources of funding during the year have been: - self generating income from courses and activities, grants from the Premier League Charitable Trust, EFL Trust, PF National Lottery and the LFE Education Fund.

FINANCIAL REVIEW

The company had net income for the year of £228922 including grant income of £82190 for support of its 2019 -2020 year of activities

Charitable expenditure amounted to £216558 (there was no capital expenditure) whilst governance costs were £850

Review of the Year

To follow the reporting years for projects and programmes we run, we have adopted a new reporting period of September to August.

The start of this year began well with continuation of our existing projects and activities; Premier League Primary Stars, Premier League Kicks, CEFA (formerly known as Futsal/Education), parties, mascots Saturday clubs, over 45's Walking Football, Penalty Shoots Out/Social Actions, holiday clubs and trips, and half time entertainment.

Our CEFA programme was promoted well and brought in an increased number of students interested into our September 2020 class as we required running the programme cost effectively.

The students graduated from their Btec level Extended Diploma in Sport and moved onto different pathways, such as University, fulltime employment or Apprenticeships at Football in the Community or other companies.

The Covid pandemic brought about a new way of adapting our working platform for our Premier League and CEFA programmes by moving from the classroom to engaging students with online methods, thus maintaining a continuation of the programme and funding. All other activities ceased and therefore the remaining staff were furloughed. In addition to the online method of engaging in activities, the non-furloughed staff also adapted to an online provision, themed days, as directed by EFL, EFLT, PL, and PLCF. One school continued to engage in dinnertime clubs throughout and followed strict PPE and government guidelines. Increased financial observations and meetings between Trustees and the head of CCO were undertaken and along with the funding/grants accessed and the Government JRS scheme, have enabled the continuation of Mansfield Town Football in the Community.

MANSFIELD TOWN FOOTBALL IN THE COMMUNITY LIMITED
(A company limited by guarantee)

Report of the Trustees and Board of Directors
For the year ended 31 August 2020

FINANCIAL REVIEW (continued)

The stated activities and projects covered ranges which incorporated education, sports participation, social inclusion and improved health and wellbeing.

Free Reserves

Free reserves available for use by the charity are deemed to be those that are readily realisable, less funds whose uses are restricted or designated for particular purposes. The calculation thus excludes fixed assets that will continue to be used in the day to day running of the charity.

Risk Management

The trustees and Head of CCO have over the past twelve months continued to conduct a review of the major risks to which the charity is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal control risks are being minimised by the implementation of procedures for the authorisation of all transactions and projects. In the light of the pandemic new risks were realised therefore the use of resources available i.e. the Governments JRS scheme and the attainment of funding/grants, along with adapting the way of engaging and delivering activities and programmes to meet funders' and participants needs, has been and will be in the future paramount in keeping the Charity sustainable.

Procedures are in place to ensure compliance with the health and safety of staff, volunteers, clients and visitors to our operational centre. These procedures are regularly reviewed to ensure that they continue to meet the needs of both regulations and the company. DBS checks are carried out on all staff, trustees and volunteers.

Reserves Policy

As a matter of policy, each year the trustees will review the value of the reserves required to be held in investments, cash or cash equivalents not restricted to any particular purpose. The board considers the charity's exposure to the risk of any significant loss of income, and to the rise of unforeseen expenditure, which cannot be mitigated by executive action, and the degree of risk ascribed to each such event is assessed.

With income, the major risk is that of a decline in funding sources for school activities and maintaining adequate income from training and school holiday courses.

Budgetary and financial control continues to be improved in order to reduce the risk of over-expenditure and to mitigate the effect of a drop in income in any one financial year. It is not the company's policy to embark on any major initiative without having adequate funding and resources in place.

PLANS FOR FUTURE PERIODS

Our future strategic plans will revolve around:

- Re-establishing and further the participation numbers of all current activities
- Increase our working relationships and liaising with increased local community groups, our sponsors and partners to deliver a range of new activities/programmes and to further existing ones.
- Expand and improve female football development
- Expand our mental health group (Active Sport)
- Increase female participation in existing activities
- Continue and grow our existing Dementia group

Community Education Football Alliance (CEFA) recruitment needs to be increased with a minimum of 16/18 students for it to be financially viable and it is to be an eleven a side games programme, so therefore we will strive to increase numbers for the forthcoming year starts. All payments for CEFA funding will be paid by the L.F.E (League Football Education).

As a result of these discussions the company will be continue developing a revised strategic plan.

The ongoing active support and backing from Mansfield Town Football Club is very much appreciated by the board and steps are being taken to nurture this further.

SMALL COMPANY PROVISIONS

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

Approved by the board on 20 May 2021
and signed on its behalf by

Andrew Saunders
Director and Chairman

Independent Examiner's Report on the unaudited Financial Statements of Mansfield Town Football in the Community

I report to the trustees on my examination of the accounts for Mansfield Town Football in the Community for the year ended 31 August 2020.

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES

As the charity's trustees (you are also directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the Charities Act 2011 (The 2011 Act)

BASIS OF THE INDEPENDENT EXAMINER'S REPORT

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

INDEPENDENT EXAMINER'S STATEMENT

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

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

Bernard Wale
Archway Management Services
Fox Cottage, 11 Main Street
Newthorpe NG16 2EX

**MANSFIELD TOWN FOOTBALL IN
THE COMMUNITY LIMITED**
(A company limited by guarantee)

Statement of Financial Activities (including summary income and expenditure account) - Unaudited
For the year ended 31 August 2020

	Notes	Unrestricted Funds	Restricted Funds	2020 Total	2019 Total
		£	£	£	£
INCOMING RESOURCES					
Incoming resources from charitable activities					
Courses & activities		13166		13166	37210
Interest receivable		-		-	-
Community Schemes					
Football League		44890		44890	78437
After schools		1365		1365	2900
Penalty Shootouts		6890		6890	20296
Parties		3805		3805	12240
LFE Futsal		-	17735	17735	80233
General		32853	28857	61710	60999
M D C Grant		25000	-	25000	-
Sponsorship/donations		1028		1028	3471
Miscellaneous		-	-	-	956
Doorstep Sport		-	-	-	-
Traineeships		-	-	-	17280
Apprentices		-	-	-	1000
Female Football		-	-	-	12500
PL Stars		-	53333	53333	64130
Total incoming resources		128997	99925	228922	381932
RESOURCES EXPENDED					
Charitable activities	1	116633	99925	216558	349007
Governance Costs	2	850		850	720
Total resources expended		117483	99925	217408	349727
Net incoming/(outgoing) resources For the year		11514	Nil	11514	32205
Net movement in funds		11514	-	11514	32205
TOTAL FUNDS B/FWD 1 SEPT 2019		107247	-	107247	75042
TOTAL FUNDS C/FWD 31 AUGUST 2020		118761	-	118761	107247

MANSFIELD TOWN FOOTBALL IN THE COMMUNITY LIMITED

(A company limited by guarantee)

Balance Sheet - Unaudited As at 31 August 2020

	Notes	Unrestricted Funds £	Restricted Funds £	2020 Total £	2019 Total £
FIXED ASSETS		-	-	-	-
		-	-	-	-
CURRENT ASSETS					
Debtors	4	2653	-	2653	10292
Cash and bank accounts		119954	-	119954	100433
		122607	-	122607	110725
CURRENT LIABILITIES	5	3546	-	3546	3478
		118761	-	118761	107247
NET CURRENT ASSETS/LIABILITIES					
		118761	-	118761	107247
NET ASSETS					
		118761	-	118761	107247
ACCUMULATED FUNDS	6	<u>118761</u>	-	<u>118761</u>	<u>107247</u>

In approving these financial statements as trustees of the charitable company we hereby confirm: -

1. that for the year stated above the company was entitled to the exemption conferred by Section 477 of the Companies Act 2006;
2. that no notice has been deposited at the registered office of the charitable company pursuant to Section 476 of the Companies Act 2006 requesting that an audit be conducted for the year ended 31 August 2020; and
3. that we acknowledge our responsibilities for: -
 - ensuring that the charitable company keeps accounting records which comply with Section 386 of the Companies Act 2006, and
 - preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its surplus or deficit for the year then ended in accordance with the requirements of Sections 394 and 395, and which otherwise comply with the provisions of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

These financial statements were approved by the board of trustees 20 May 2021
Signed on behalf of the trustees

Andrew Saunders
Chairman and Director

MANSFIELD TOWN FOOTBALL IN THE COMMUNITY LIMITED

(A company limited by guarantee)

Accounting Policies - Unaudited For the year ended 31 August 2020

1. ACCOUNTING POLICIES

The principal accounting policies are summarised below. These accounting policies have been applied consistently throughout this period and the preceding year.

1.1 BASIS OF ACCOUNTING

These financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005) and the Companies Act 2006.

1.2 FUND ACCOUNTING

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charitable company.

Income received for specific projects is allocated to a restricted fund. All other income is held as part of the general fund which is held for spending at the discretion of the trustees and the head of the CCO.

1.3 INCOMING RESOURCES

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income: -

Voluntary income is received by way of grants, donations and gifts and is included in the statement of financial activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Investment income is included when receivable.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

1.4 RESOURCES EXPENDED

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates:

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include costs associated with meeting the constitutional and statutory requirements of the charity and include the accountancy fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis e.g. per capita or estimated usage.

MANSFIELD TOWN FOOTBALL IN THE COMMUNITY LIMITED

(A company limited by guarantee)

Accounting Policies - Unaudited
For the year ended 31 August 2020

2. DEPRECIATION

The Charity does not currently own any assets but when this occurs in the future the trustees have agreed that depreciation will be calculated so that assets are written down to their residual value over their anticipated useful working lives. Depreciation will be provided using the straight-line basis at the following rates:

Office equipment	-	25%
Furniture and fittings	-	25%

Only individual assets costing more than £500 are capitalised and valued at historic cost.

3. INCOMING RESOURCES FOR CHARITABLE ACTIVITIES

	Unrestricted	Restricted	Total
Schools – PL Stars	4600	-	4600
Primary League Kicks	-	26667	26667
Primary Stars	-	53333	53333
Everyone's Health	-	2190	2190
	<u>4600</u>	<u>82190</u>	<u>86790</u>

- Unrestricted funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.
- Restricted funds - these are funds that 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.

MANSFIELD TOWN FOOTBALL IN THE COMMUNITY LIMITED

(A company limited by guarantee)

Notes to the Financial Statements - Unaudited

For the year ended 31 August 2020

1. CHARITABLE ACTIVITIES

	Unrestricted Funds	Restricted Funds	2020 Total	2019 Total
	£	£	£	£
Direct costs:				
Ground Tours	2059	-	2059	1130
Course Costs	340	-	340	8985
Equipment	5421	2190	7611	32235
Advertising/ Print/Stationery	2483	-	2483	2231
Support costs:				
Staff costs	80120	94950	175070	242416
Pension	9522	-	9522	9423
Telephone/internet	1995	-	1995	1844
Insurances	2276	-	2276	3017
Travel expenses	5026	200	5226	8466
General Rates	1623	-	1623	2385
Training	2142	-	2142	5689
Professional fees	1449	-	1449	1825
Donations	96	-	96	136
Other Expenses	1099	2073	3172	2694
Repairs/Maint. Prop.	209	-	209	9782
Notts. Disability F.F.	-	-	-	-
Games Entry	-	-	-	-
Futsal	-	512	512	8629
Trainees/ Coaches	-	-	-	7702
Bank Charges	773	-	773	1138
	<u>116633</u>	<u>99925</u>	<u>216558</u>	<u>349727</u>

Cost allocation includes an element of judgement and the charity has had to consider the cost benefit of all detailed calculations and record keeping. To ensure full cost recovery on projects the charity adopts a policy of allocating costs to the respective cost headings through the year.

2. GOVERNANCE COSTS

	Unrestricted Funds	Restricted Funds	2020 Total	2019 Total
	£	£	£	£
Direct costs:				
Accountancy	850	-	850	720
	<u>850</u>	<u>-</u>	<u>850</u>	<u>720</u>

3. NET OUTGOING/INCOMING RESOURCES

	2020 £	2019 £
This is stated after charging:		
Accountants Fee		
Other work	<u>850</u>	<u>850</u>

MANSFIELD TOWN FOOTBALL IN THE COMMUNITY LIMITED

(A company limited by guarantee)

Notes to the Financial Statements - Unaudited
For the 17 months ended 31 August 2020

4 DEBTORS

	Unrestricted Funds £	Restricted Funds £	2020 Total £	2019 Total £
Debtors	2653	-	2653	10292
Prepayments	-	-	-	-
	<u>2653</u>	<u>-</u>	<u>2653</u>	<u>10292</u>

5 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted Funds £	Restricted Funds £	2020 Total £	2019 Total £
Taxes and Social Security	3546	-	3546	3478
Other creditors	-	-	-	-
	<u>3546</u>	<u>-</u>	<u>3546</u>	<u>3478</u>

6. Movements in funds

	At 1 April 2019 £	Incoming Resources £	Outgoing Resources £	At 31 August 2020 £
Restricted funds:				
Grants	-	99925	99925	-
Unrestricted funds	107247	128997	117483	118761
	<u>107247</u>	<u>228922</u>	<u>217408</u>	<u>118761</u>

MANSFIELD TOWN FOOTBALL IN THE COMMUNITY LIMITED

(A company limited by guarantee)

Notes to the Financial Statements - Unaudited For the year ended 31 August 20

7. INFORMATION REGARDING EMPLOYEES

	2020 £	2019 £
Wages and salaries	175070	154573
The average number of employees, analysed by function was:		
	2020	2019
Charitable purposes: Full time	10	9
Part time	3	2

No employee received remuneration of more than £60000.

8. TRUSTEES REMUNERATION AND RELATED PARTY TRANSACTIONS

None of the trustees received any remuneration or reimbursement of expenses during the year.

The trustees approved the appointment of a Management Services Company owned and controlled by the Secretary to undertake a number of projects to update and modernise areas of the trusts financial control payroll and administrative systems. Total expenditure on these projects amounted to £850

9. TAXATION

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these financial statements.

10. COMPANY LIMITED BY GUARANTEE

Mansfield Town Football in the Community is a company limited by guarantee and accordingly does not have share capital. Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he/she is a member, or within one year after he/she ceases to be a member.

11. FUTURE CAPITAL EXPENDITURE

At 31 August 2020 the charity had not contracted for any capital expenditure.