

WORTLEY FOOTBALL CLUB



Financial Statements & Annual Report **31 MAY 2021**

Charity Number 1126918

WORTLEY FOOTBALL CLUB

FINANCIAL STATEMENTS

YEAR ENDED 31 MAY 2021

CONTENTS	PAGE
Trustees Annual Report	1-7
Treasurers Report	8
Independent Examiner's report to the Trustees	9
Statement of financial activities	10
Balance Sheet	11
Notes to the financial statements	12-15

WORTLEY FOOTBALL CLUB

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MAY 2021

The trustees have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 31 May 2021.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name: Wortley Football Club

Charity registration number: 1126918

Principal office: 76 Tong Drive
Farnley
Leeds
West Yorkshire
LS12 5ND

Accountants: Astraea
81a Town Street
Armley
Leeds
LS12 3HD

Bankers: Lloyds TSB
Armley Town Street
Armley
Leeds
LS12 3AE

THE TRUSTEES

The trustees who served the company during the period were as follows:

Mr Ian Thackray	Club Secretary
Mr Stuart Haley	Club Chairman
Mr Don Kent	Club President

STRUCTURE, GOVERNANCE AND MANAGEMENT

A club of the size of Wortley Football Club, brings with it, challenges, issues, and logistical problems which need to be governed and managed by a dedicated team of officials. To administer the club more efficiently and to support the future development plans of the club, an organisational structure is in place to manage and govern the club affairs both on and off the field.

The club is governed by the Club Management Committee, which consists of up to ten elected members who represent all aspects of the football club.

A position on the Club Management Committee also carries the position of a trustee of the charity (Wortley Football Club). All trustees are registered with the Charity Commission.

Members are elected to the Club Management Committee at the annual general meeting (AGM) and hold office until the end of the annual general meeting in the following year.

Regular Club Management Committee and Team Managers meetings are held during the year and minutes of the Club Management Committee meetings are published on the website and circulated to all Club Management Committee members, team managers and officials within the club.

OBJECTIVES AND ACTIVITIES

Wortley Football Club is a FA Charter Standard Community Football Club, which is the highest level of the award an amateur football club can achieve. The criteria and assessment for the award is reviewed every March with West Riding County FA and the club successfully renewed its FA Charter Standard status in March 2021.

The FA Charter Standard health check process is performed annually. The club's four affiliations, teams and officials are now maintained online using the West Riding County FA membership system and we currently hold records for 48 volunteers.

During the season, the club operated 23 teams, in four West Riding County FA affiliations, Wortley FC, Wortley FC Juniors, Wortley FC Colts and Wortley FC Girls.

The teams range from Wortley Football Tots (Age 3-5), mini soccer team from Under 7 to Under 10, junior teams from Under 11 through to Under 18's and Open Age Men's

The objectives of the club shall be the promotion of community participation in healthy recreation for the benefit of those, primarily but not limited to, living in Wortley and surrounding areas, by the provision of facilities for the playing of football.

We provide competitions for all age groups and offer further opportunities for individuals to develop knowledge and experience in the field of team managing, coaching, administration and refereeing and club administration/governance.

We encourage the support of fair play and sportsmanship, irrespective of which team is playing, and we praise effort and performance more than results.

ACHIEVEMENTS AND PERFORMANCE

The year to 31 May 2021 saw an unpredictable season for all involved in Grassroots Football due to the COVID-19 pandemic, however Wortley Football Club continued to develop the long-awaited development of our new Football Pitches with the hope to complete these ahead of the next playing season.

The Club teams participated in various finals despite the adverse weather this season which saw numerous training seasons cancelled and match games postponed.

We have maintained our existing teams in all sections and now run 23 teams despite teams being able to fulfil all match games due to COVID-19 isolation restrictions. The club created an Under 7 Juniors team from the Football Tots project.

The "Wortley Football Tots" section is going from strength to strength and has again developed around twenty children who will progress into the new Under 7's team for next season.

The Football Tots sessions were started in 2008 and have been a major success for the club in attracting players and volunteers into the club.

The sessions run on a Saturday at Dixons Academy and have regular attendance levels of over 20-40 children.

The club achievements off the field were built on the solid foundations which had been laid during the previous seasons and this produced many achievements during the year which are summarised below:

FOOTBALL PERFORMANCE

This year we held weekly coaching sessions and/or organised football fixtures for: -

- ✓ 1 Football Tots group for children aged 3-5.
- ✓ 1 Development group for children aged 6.
- ✓ 14 Mini Soccer teams, four age groups, for Under 7 through to Under 10.
- ✓ 11 Junior & Colts teams for Under 11 through to Under 18.
- ✓ 2 Junior Girls teams for Under 12 & 14.
- ✓ 2 Open Age men's teams.

We competed in the: -

- ✓ Yorkshire Amateur League (2 teams)
- ✓ Garforth Junior Football League (25 teams)
- ✓ West Riding Girls League (2 team)

We organised:

- ✓ 22 team's affiliations with West Riding County FA, Leeds & District FA and the leagues listed above.
- ✓ Friendly fixtures for our Under 7's & Under 8's mini soccer age groups.
- ✓ Friendly fixtures for mini soccer Under 9's & Under 10's.
- ✓ Competitive league and cup fixtures for 11 a side junior age section.
- ✓ Competitive league and cup fixtures for 11 a side senior age section.
- ✓ Winter training sessions for all club teams with a minimum of 1 hour utilising school sports halls and 3G facilities.
- ✓ Pitch allocations for all club teams with a team assigned to a dedicated pitch.

Our highlights for the season:

- ✓ Development for new pitches.
- ✓ Created a new Under 7 Junior team.
- ✓ Created a new Open Age Men's Reserve team

CLUB/SCHOOLS LINK PROGRAMME

This programme is an annual activity to develop our community links with the local primary and secondary schools within our catchment area. The activity and resultant projects are co-ordinated by our Committee Members.

Due to the limited availability of funding for external coaching resource, we had to reduce the annual football coaching activities during the season.

To overcome this, we produced and distributed promotional flyers during the year, and these were distributed to the primary and secondary schools in our area. The flyers were aimed at increasing participation in the junior section.

We will continue to develop these links, year on year, which not only raises the profile of the club, but the programme also promotes the wide range of opportunities the club offers the community of West Leeds and provides a signpost for volunteers, parents, and children to our football club. This work has been undertaken by Wortley FC officials in conjunction with external coaching suppliers, it has led to the strengthening of our existing mini soccer teams, junior teams, and the football tot's section.

IN SERVICE TRAINING

The club has again invested in the development of our club officials. £180 on CRB Disclosures and £150 on developing coaches this season to a FA Level 1 Qualified Coach.

These courses and workshops are essential qualifications needed to coach or manage a junior and senior football team and the club remains committed to maintaining our education programme to the benefit of all involved.

The club now has at least one official within each age group with FA Level 1 or above qualification.

We have 48 club officials, 48 of which have current CRB certification or have an online CRB application in progress, 45 have current Safeguarding Children certification, 45 have current Emergency First Aid certification.

We have 41 FA Level 1 Coaching in Football, 2 FA Level 2 FA Coaching in Football, and 1 FA Level 3 Coaching in Football certified football coaches.

CLUB FACILITIES

During the year substantial progress has been made on our major project at the Former Wortley High School site at Blue Hill Lane. The Changing Room Block has now been erected with facilities such as Water, Electricity and Gas installed.

Wortley High School Site

The former Wortley High School site has seen significant development at pitch level with £34,000 being invested from various grants and the club's own resources over the last five years.

The site is of paramount importance for attaining higher league status for our senior teams which will assist with player retention and will provide our junior section with something to aspire to.

Wortley Football Club has applied for a long-term lease on the site and successfully received a grant from the Football Foundation & Wren to develop our additional football pitches.

Development of five new pitches commenced on the Blue Hill Lane Site in September 2020, with improvements to the drainage on the current 11v11 pitch located on site.

This development continued throughout the season; with the hope the five new pitches will be suitable for play in the new season of 2021/22.

This season, the club utilised more of Leeds City Council pitches for the junior sections and the Wortley High site for the senior section.

FINANCIAL REVIEW

The aim of the club management committee is to ensure that the club's operating costs are more than covered by its income, and to develop a surplus of funds that can be invested in future infrastructure projects in furtherance of the club's objectives.

The Statement of Financial Activities shows total income of £177,376.

The fundamental areas of income were: (compatible figures for previous years shown)

REVENUE	2018/19	2019/20	2020/21
Subscriptions	£12,948	£13,135	£15,704
Membership Fees	£2,460	£3,200	£1,540
Training Fees	£3,963	£8,142	£6,245
Presentation Trophies	£2775	£0	£0
Grants	£13,300	£239,791	£152,602
Fundraising Events	£23,274	£13,184	£1905
League and County FA Fines	£1,190	£1,110	£605

The fundamental areas of expenditure (compatible figures for previous years shown)

EXPENDITURE	2018/19	2019/20	2020/21
Facility Maintenance	£1,649	£1,649	£1,107
In Service Training	£1,070	£320	£150
First Aid & Safeguarding	£35	£415	£0
CRB Applications	£130	£260	£180
County FA, League & Cup Affiliations	£1,571	£825	£150
League/County FA Fines	£1,283	£1,655	£1,301
Purchase of facility equipment	£1995	£1,782	£764
Presentation Trophies	£1,380	£2,370	£0
Fundraising Costs	£8,073	£4,529	£1,200
Project Development	£36,077	£220,251	£168,770

The Club Management Committee will continue to look at cost reductions for expenditure items in the forthcoming year.

A copy of the accounts will be made available on the Club Downloads section of the club's website www.wortleyfc.org.uk and will be submitted to the Charity Commission www.charity-commission.gov.uk

PLANS FOR FUTURE PERIODS

- ✓ Continue to aim to meet the objectives of the charity.
- ✓ Maintain League status for our Men's Open Age Section. This will facilitate junior player retention into open age football.
- ✓ Maintain a long-term lease for the use of the football pitch and development of the surrounding area at the Wortley High School site.
- ✓ We will continue to provide opportunities for individuals to become FA Level 1 & 2 Coaching in Football to further develop their skills and knowledge within the game.
- ✓ Maintain our FA Charter Standard Community certification.
- ✓ Strengthen our primary and secondary school links within West Leeds.
- ✓ We will continue to develop the facility equipment at our main sites through funding applications and the clubs' own resources.
- ✓ Continue to Collect team subscription and training fees by standing order to reduce handling of cheque payments.

THANK YOU

I would like to thank everyone who has served on the Wortley Football Club Management Committee, Team Management and Club Officials over the past year for their commitment, time, and resourcefulness, to all our parents and members who have supported the teams throughout the season and who have supported fundraising events.

Finally, I would like to say a big thank you to the club sponsors and grant providers. Without sponsorship and funding, Wortley Football Club would struggle to exist and the generosity of the sponsor's means that we can offer our teams; football kits, training wear, tracksuits, jackets, and training equipment and maintain our membership and subscription fees at a level which is affordable to all.

Ian Thackray
Club Secretary
31st May 2021

TREASURERS REPORT

I am pleased to announce that our move to the Lloyds Bank internet banking system continues to be a momentous success and has reduced the amount of administration and time taken to produce manual cheques. Paying for expenditure is now much easier and we now pay 90% of organisations by internet banking.

All our financial accounts are produced electronically using the Clearbooks online system, but we still record every transaction by hand as a back up and this information is loaded into a spreadsheet each month.

The financial reporting is based on the month end bank statement and reflect that month's transactions.

The online banking shows exactly how much money we have at any given time, thus making the manual accounts a check sheet for monies paid in by the relevant age groups.

I am pleased to report that despite the increase in running costs i.e. charge for training facilities, training courses, CRB checks, first aid, and pitch fees we have successfully paid all our debts for the season 2020/21.

Our bank account at the close of season 2020/21 shows a balance of £5,143 which may suggest that we made a profit but this offsets costs towards the start of the following season.

This money is required to meet the expenditure needed to make sure the coming seasons affiliations fees are paid. We as a club will not receive any more monies into the bank account before September.

It is clear that unless we continue to increase our income year on year we will come to a point where covering costs and the improvement of our facilities will come to an end. Maintaining the norm will also become a struggle.

As in the previous year, our club secretary and our fundraising secretary are working on ways to help our financial cause. While these are on going the cost of running the club increases on a daily basis and bearing in mind that our main source of income is subscriptions and memberships.

We must not take lightly the need to pay fees due to the club on a regular basis.

Whilst we recovered most of the player fines, this is money we cannot use on developing the club equipment or facilities. Each team manager should be aware of the hefty fines imposed for misconduct issues on match days.

Finally, I would like to thank all the managers for the help in getting monies in on time. I hope next season can be the same and we can realize some of our ambitions both on and off the pitch.

Stuart Haley

Club Chairman
31st May 2021

WORTLEY FOOTBALL CLUB
INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
WORTLEY FOOTBALL CLUB

YEAR ENDED 31 MAY 2021

We report on the accounts of the charity for the year ended 31 May 2021 set out on pages

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINER

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 Act), as amended by section 28 of the Charities Act 2006) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts (under section 43(3)(a) of the 1993 Act, as amended);
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act, as amended); and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

Our examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on whether the accounts present a 'true and fair view'.

INDEPENDENT EXAMINER'S STATEMENT

In connection with our examination, no matter has come to our attention:

(1) which gives us reasonable cause to believe that in any material respect the trustees have not met the requirements to ensure that:

- (a) proper accounting records are kept (in accordance with section 41 of the Act); and
- (b) accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

(2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Astraea Accountants Ltd

81a Town Street
Armley
Leeds LS12 3HD

WORTLEY FOOTBALL CLUB
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MAY 2021

	Note	Unrestricted funds £	Restricted funds £	Total funds 2021 £
INCOMING RESOURCES				
Incoming resources from generating funds:			177376	
Voluntary income	2			177376
Activities for generating funds	3	2905		2905
TOTAL INCOMING RESOURCES		2905	177376	180281
RESOURCES EXPENDED				
Costs of generating funds:				
Fundraising trading:				
cost of goods sold and other costs	4		176450	176450
Charitable activities	5	8747		8747
Governance costs	6	13784		13784
TOTAL RESOURCES EXPENDED		22531	176450	198981
NET INCOMING RESOURCES FOR THE YEAR		(19626)	926	(18700)
RECONCILIATION OF FUNDS				
Total funds brought forward		(106568)	148760	42192
TOTAL FUNDS CARRIED FORWARD		(126194)	149686	23492

The Statement of Financial Activities includes all gains and losses in the year
and therefore a statement of total recognised gains and losses has not been prepared

All of the above amounts relate to continuing activities

WORTLEY FOOTBALL CLUB

BALANCE SHEET

31 MAY 2021

	Note	£	2021 £
CURRENT ASSETS			
Cash at bank and in hand		23492	
CREDITORS:			
Amounts falling due within one year		0	
NET CURRENT ASSETS			23492
TOTAL ASSETS LESS CURRENT LIABILITIES			23492
NET ASSETS			23492
FUNDS			
Restricted income funds	8	11574	
Unrestricted income funds	9	11918	23492
TOTAL FUNDS			23492

These financial statements were approved by the members of the committee on
and are signed on their behalf by:

Trustee

WORTLEY FOOTBALL CLUB
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MAY 2021

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Charities Act 1993.

Fixed assets

All fixed assets are initially recorded at cost.

Income and expenditure

Income and expenditure is recorded on the accruals basis.

Designated Funds

Deposit Account funds relate to monies designated to the Wortley FC Facilities Project.

Restricted funds

Restricted funds can only be applied in accordance with the purpose of the Grant.

2. VOLUNTARY INCOME

	Total funds 2021 £
Grants receivable	152602
Subscriptions	15704
Membership Fees	1540
Gift Aid	0
Fines	605
Training Fees	6245
Cup & League Affiliation	(128)
Pitch Maintenance	808
	<u>177376</u>

WORTLEY FOOTBALL CLUB
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MAY 2020

**3. INCOMING RESOURCES FROM
ACTIVITIES FOR GENERATING FUNDS**

	Total funds 2021 £
Sponsorship	0
Fundraising events	1905
Club Trophies	0
Charitable Donations	1000
	<u>2905</u>

**4. FUNDRAISING TRADING:
COST OF GOODS SOLD AND OTHER COSTS**

	Total funds 2021 £
Fundraising Project	6480
Fundraising Costs	1200
Grant expenditure	168770
Donations	0
	<u>176450</u>

WORTLEY FOOTBALL CLUB
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MAY 2021

**5. COSTS OF CHARITABLE
ACTIVITIES BY ACTIVITY TYPE**

	Total funds 2021 £
1)Pitch and changing room hire	1701
2)Training Venue Hire	3394
3)County & F A Cup Affiliations	150
4)In Service Training	330
5)Facilities Equipment	610
6)Facility & Pitch Maintenance	1107
7)Equipment & Kit	154
8)League & County F A Fines	1301
9)Presentation Night Trophies	<u>0</u>
	<u>8747</u>

6. GOVERNANCE COSTS

	Total funds 2021 £
Accountancy fees	453
Other Expenses	1762
Internet & Website	431
Subscription	7495
Team Insurance	511
IT Equipment	821
Commercial Insurance	1484
Utilities	827
	<u>13784</u>

7. STAFF COSTS AND EMOLUMENTS

No salaries or wages have been paid to employees, including the members of the committee, during the year.

WORTLEY FOOTBALL CLUB
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MAY 2021

8. RESTRICTED INCOME FUNDS

	Balance At 1 June 2020	Incoming Resources	Expenses	Balance at 31 May 2021
Grow The Game Grant	562	0	0	562
Football Foundation Grant	14814	0	14814	0
Wren Grant	18606	0	18606	0
Fundraising Steve Wells	0	1000	0	1000
Blue Hill Lane Project	22	25115	17784	7353
Sport Relief CC Grant	450	0	0	450
WRCFA Mash Up	183	0	0	183
Football Foundation Restart the Game	0	2000	0	2000
Fundraising Events	598	556	1128	26
LCC Inner Leeds Grant	0	1000	1000	0
LCC Outer Leeds Grant	0	3500	3500	0
Football Foundation Grant		141102	141102	0
	<u>35235</u>	<u>174273</u>	<u>197934</u>	<u>11574</u>

9. UNRESTRICTED INCOME FUNDS

	Balance At 1 June 2020	Incoming Resources	Expenses	Balance at 31 May 2021
Deposit Account Funds	4582	5080	2887	6775
General funds	2375	32358	29590	5143
	<u>6957</u>	<u>37438</u>	<u>32477</u>	<u>11918</u>