



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1<sup>st</sup> June 2021 Period start date To 31<sup>st</sup> May 2022 Period end date

Charity name: POLYTECHNIC FOOTBALL CLUB

Charity registration number: 1127155

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>To organise or provide or assist in the organisation or provision of facilities for the community participation in the healthy recreation of playing football.</p> <p>To further such other charitable purposes as are charitable under the laws of England and Wales as the executive committee may from time to time decide.</p> <p>All trustees and club officials give their time voluntarily and receive no remuneration or other benefits.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Arranging weekly training and weekend match facilities for 11 teams for about 200 members to participate.</p> <p>Maintaining membership of various governing league bodies, attending league AGMs and general compliance.</p> <p>Fund raising through annual member donation, fund raisers and other charitable donations, plus weekly match day fee levies in order to meet the costs of hiring training and playing facilities.</p> <p>The club operate an open policy on all 18+ male adults wishing to participate in football and a growing membership from all walks of life and a wide catchment.</p> <p>The club remain very active in promoting veterans football operating two such sides and are instrumental in the formation and operation of the West London Veterans Football League which now has 27 teams competing.</p> <p>Having previously investigated the viability of adding both women's football and youth football into the Polytechnic Football Club it was concluded that other clubs which specialise in youth football already cater for such a need and we should concentrate in the 18+ segment which is generally poorly provided for. However we have recruited a</p>

		number of 16 and 17 year olds and have set up a system which complies with Child Safeguarding provisions including training a Welfare Officer and having relevant team managers and coaches DBS approved. With the new development of an under-utilised part of the ground referred to later in this report the club are reviewing whether this will enable us to expand into women's football.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All trustees have had regard to the guidance issued by the Charity Commission on public benefit.

#### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	<p>The charity aim to generate a small surplus each financial year while still giving discounts to students, unwaged and under 25's which is an important part of the charitable work we undertake. The number of members in these categories varies each year which makes it difficult to budget for and consequently sometimes leads to a small loss being incurred. The charity aims to establish and maintain a reserve fund to cover this as well as at least one year's pitch hire costs which we have to pay in advance. At the end of our 2021/22 financial year reserves were £45,422, which met this objective.</p> <p>Pitch hire costs rise each season and it remains a constant challenge for the club to balance its books without having to dip into the reserve fund originally supported by a generous donation from a former member and subsequently other voluntary member donations.</p> <p>The retention of the club's Charter Standard status generates £75 discount on league membership fees, free first aid training and subsidised coaching courses to all members prepared to use the skills gained for the benefit of club and wider community. A number of members actively provide unpaid coaching services within youth football locally.</p>

Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The club runs 9 open age league teams who participate in the Southern Amateur League and 2 vets teams and continues to create additional voluntary roles such as welfare officer, registration officer, results officer media and communications officer to spread workload generated by the club. In recent seasons we have appointed a dedicated match day officer to meet and greet referees and officials which is carried out by a former playing member. The ongoing voluntary work of former players who have ceased playing is an important part of our community inclusive policy.</p> <p>Apart from running two vets sides to encourage older members who have come to the end of their league playing career to continue to remain active through participation in weekly fixtures. Over the last five seasons we have introduced a past players section termed '1875 Club' so that they can maintain links with the club through participation to support the 1st team at home matches and at social events.</p> <p>We have worked closely with the University Trust on their development of the riverside part of the ground which was under-utilised. This now provides new 3G astroturf pitches and ancillary facilities for football and rugby. It is primarily for the use of the trust's beneficiaries, the students of the university but it also provides the club with a state of the art training facility for its teams and additional pitches for Saturday football to enable the club to expand its open age teams and into women's football in the community as well as expanding its veterans football. The development was completed in time for 2021-22 season.</p> <p>The club's primary focus remains being financially viable to promote playing and</p>

		<p>training opportunities across a wide cross section of players. Subsidised membership subscriptions for young players under 25 and those assessed to require financial support.</p> <p>We have successfully retained our charter standard status for which the club received £100 voucher for training equipment and a £250 discount on our league registration fees which is currently set at £475. It has also enabled us to train a number of people in emergency first aid and help us identify those with coaching qualifications within the club and should provide them with access to various training courses. The club continues to seek volunteers to train as first aiders as each team should have one and in addition we have an arrangement with a local sports clinic who provide us with physio treatment and first aid on match days.</p>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Annual member donations of £32,728 including gift aid and weekly match day levies collected from participating players of £33,925. Additional revenues came from fundraising raffles, and development grants.</p> <p>Income generated to pay for pitch hire/training facility costs, after match meals which are a requirement of our league, referees' fees, FA and league affiliation fees and other costs in organising and providing facilities to enable amateur sport in the form of football to be played by a growing number of adults particularly in the veteran's (40+) age group and encourage younger players from their former local youth clubs to continue to be involved with active sport beyond the age of 18 which is not provided by local youth clubs.</p> <p>The club have sustained a reserve fund through donations made following the death of former members. The reserve fund totalled £45,422 last year.</p> <p>The Club made an operating loss of £17,431 in 2021/22. £9,249 of this was caused by pitch hire costs for the previous season which were not deducted from our bank account until after the end of that financial year. We also chose to reduce playing costs for our members due to the curtailment of the previous two seasons caused by Covid 19.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The policy is for the reserve fund to assist day to day cashflow requirements as the club do not have any bank overdraft facility and to meet unforeseen costs but mainly to cover the pitch and facility hire costs, half of which are due in advance at the start of each season.</p> <p>It is necessary to block book the pitches we require for our eleven teams, half playing at home each week and the training facilities, to secure them for the season. The facility owners require us to pay for these in advance. This does achieve a discount on the weekly pitch hire costs.</p>
Amount of reserves held	Para 1.22	£45,422
Reasons for holding zero reserves	Para 1.22	

Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

**Additional information (optional)**

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution adopted 25th September 2008 (as amended 10th December 2008)
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Association 200+ members
Trustee selection methods including details of any constitutional provisions e.g. Election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected by members at AGM.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	All new trustees from 2015 AGM onwards are referred to any current Charity Commission publications on the role of trustees.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>Full member of the Football Association (club formation 1875), the Amateur Football Alliance, and leagues including Southern Amateur League and West London Veterans Football League.</p> <p>Attendance and officer participation at various league meetings and AGMs. Club was instrumental in formation of West London Veterans Football League in 2010 as a founder member also represented by trustee as league treasurer.</p> <p>Club successfully retained Charter Standard status which enables regular first aid training for members through the AFA and attendance of subsidised FA approved coaching courses.</p>
Relationship with any related parties	Para 1.51	Club set up link with local youth football club Fulham United (age group 5-18) to enable players aged 18+ to continue to play football for a local community club.
Other		

## Reference and Administrative details

Charity name	<b>POLYTECHNIC FOOTBALL CLUB</b>
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Other name the charity uses	
Registered charity number	<b>1127155</b>
Charity's principal address	<b>UNIVERSITY OF WESTMINSTER SPORTSGROUND CAVENDISH ROAD LONDON W4 3UH</b>



### **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	B MADIGAN	CHAIRMAN		
2	C MONGUL	SECRETARY		
3	K JOHNSTON	TREASURER		
4	T BARBOUR	FIXTURE SECRETARY		
5	A HUTCHINGS			
6	G BROWN			
7	L SPEAR			
8	P BAMFORTH			
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

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

Type of adviser	Name	Address

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

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	BARRY MADIGAN	
Position (eg Secretary, Chair, etc)	CHAIRMAN	
Date	24 <sup>th</sup> March 2023	

POLY F.C.



EST. 1875

# POLYTECHNIC FOOTBALL CLUB

(Established 1875)

FA Charter Standard Adult Club

[www.polytechnicfc.co.uk](http://www.polytechnicfc.co.uk)

## Accounts for year ended 31<sup>st</sup> May 2022

Income		Less Operating Expenses	
1875 Club	£3,800.20	Administration	£471.53
Equipment Sales	£1,294.02	Affiliations	£1,484.00
Excess Secretary's Float Paid Back To Club	£128.00	End of Season Events	£1,875.40
Fines Received	£12.00	Equipment & Kit	£4,677.60
Gift Aid	£5,725.54	Fines Paid	£270.00
Interest Received	£3.51	Marketing	£951.25
Match Levies	£33,925.34	Match day meals	£17,781.62
Member Donations	£23,203.70	Member Donations Refunded	£100.00
Raffle Ticket Sales	£3,873.65	Physiotherapy	£750.00
Scratch Cards & Last Man Standing	£843.90	Pitch Hire	£53,372.98
Social Event Ticket Sales	£715.00	Raffle Prizes	£912.00
<b>Total Income</b>	<b>£73,524.86</b>	Referees & Match Day Officer	£6,990.00
		Room Hire	£520.00
		Trophies	£799.95
		<b>Total Operating Expenses</b>	<b>£90,956.33</b>
<b>Operating Surplus (Deficit)</b>			<b>-£17,431.47</b>
<b>Net Cash Movement</b>			<b>-£17,431.47</b>

### Summary

Opening Balance	£62,854.09
Plus Net Cash Movement	-£17,431.47
Closing Balance	£45,422.62

### Report of the Honorary Auditor – Mr Jim Conroy

Due to the nature of the club, it is not possible to check that all monies received and payable have been received, paid and accounted for. Subject to this reservation, the accounts are in accordance with the records the club provided and explanations given.

**Mr Keith Johnston (Treasurer)**  
July 2022

**Mr Jim Conroy (Honorary Auditor)**  
July 2022



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

POLYTECHNIC FOOTBALL CLUB

On accounts for the year  
ended

31 MAY 2022

Charity no  
(if any)

1127155

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [ ] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below~~ \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

31/7/2022

Name:

JAMES CONROY

Relevant professional  
qualification(s) or body

RETIRED SENIOR AUDIT MANAGER  
HSBC BANK