

WOKING COUGARS FOOTBALL CLUB

England & Wales - Charity number 1143056

Details

Status Registered

Legal form Other

Registered 2011-07-25

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

Contact

Address Woking Cougars FC
Po Box 1634
Woking
Surrey
GU20 5BG

Phone 07778377727

Email chairman@wokingcougars.com

Website www.wokingcougars.com

Activities

Objects: THE PROMOTION OF COMMUNITY PARTICIPATION IN HEALTHY RECREATION BY PROVIDING OR ASSISTING IN THE PROVISION OF FACILITIES FOR PLAYING FOOTBALL.

Activities: THE PROMOTION OF COMMUNITY PARTICIPATION IN HEALTHY RECREATION BY PROVIDING OR ASSISTING IN THE PROVISION OF FACILITIES FOR PLAYING FOOTBALL.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Disability, Overseas Aid/famine Relief, Amateur Sport, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- **Area of benefit:** LOCAL
- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2025-05-31	£113,680	£112,275	-	-
2024-05-31	£115,146	£106,224	-	-
2023-05-31	£86,870	£81,785	-	-
2022-05-30	£111,344	£118,139	-	-
2021-05-30	£47,189	£45,971	-	-

Trustees

Name	Role	Appointed
Daniel Marc Cefai	Chair	2020-12-01
Andrew David Simpson		2024-06-27
James Harry Adcock		2024-06-27

WOKING COUGARS FOOTBALL CLUB

England & Wales - Charity number 1143056

Accounts



Woking Cougars Football Club

Trustees' Report and Accounts
For the year ended 31 May 2025
Charity number: 1143056

Woking Cougars Football Club

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Woking Cougars Football Club

Trustees' Annual Report
For the year ended 31 May 2025

Legal and Administrative details

General information

Woking Cougars FC (WCFC) is an unincorporated association which promotes community participation in healthy recreation by providing or assisting in the provision of facilities for playing football.

The club has a current membership of **over 550 footballers** ranging from age 4 through to 17.

There are approximately **116 coaching and support staff**, all operating on a volunteer basis. In terms of qualifications, WCFC has the following setup:

- All coaches hold the relevant FA safeguarding qualification
- At least one coach per team holds the relevant FA First Aid qualification
- At least one coach per team holds an FA-accredited coaching qualification

Registered office

Woking Cougars FC, PO Box 1634, Woking, Surrey, GU20 5GB.

Contact

Andy Simpson, Club Secretary
Email: secretary@wokingcougars.com

Trustees

The committee of Woking Cougars Football Club ("the charity") are its trustees for the purposes of charity law and throughout this report are collectively referred to as the trustees. As set out in the constitution the trustees are elected by the Membership attending the Annual General Meeting, to serve for a period of one year.

Chairman: Dan Cefai, re-elected June 2024
Secretary: Andy Simpson, elected June 2024
Treasurer: James Adcock, elected June 2024
2nd Treasurer: Ellie Mills, elected June 2024

The club is managed by a volunteer management committee whose members are currently as follows:

Club Chairman:	Dan Cefai
Club Secretary:	Andy Simpson
Club Treasurer:	James Adcock
Club Development Officer:	Dan Oswin
Club Welfare Officer:	Amanda Chapman
Fixture Secretary:	Alice Oswin
IT Coordinator:	Christian Beck
Membership Secretary:	Rob Smith

Woking Cougars Football Club

Trustees' Annual Report
For the year ended 31 May 2025

The Management Committee seek to meet up to six times a year to administer the charity. Membership of the charity is open to all individuals.

Independent examiner

Philip Somjen

Bankers

Barclays Bank

Related parties

There are no related parties.

Overview of Activities

The objectives of the charity have been pursued through a range of activities. These include:

1. Coaching boys and girls in football skills and team play
2. Organising training and match facilities for all team players
3. Organising football matches for all team players
4. Organising/holding social events for all team players, their siblings and parents/guardians

Funding for these activities comes from Members and sponsors.

The following represents the financial statements for the club for the twelve months to 31 May 2025. The committee consider the financial statements to be a true and fair view of the statement of financial affairs for the club for that period, and they have been subject to an independent review by Philip Somjen (CIMA).

In 2024/25 the club made net income of £1,405 (2023/24: £8,922)

Activities for the year

The club continued to successfully grow its membership base during the year, with over 550 children registered aged 4–17.

There were 38 teams registered with local Surrey County football leagues for the 2024–25 season across U7–U17 age groups. These teams are managed and coached by 116 volunteer staff, all of whom maintain valid Enhanced DBS certification and FA safeguarding qualifications as a minimum.

Each team continues to meet the club's minimum coaching standards, with appropriately qualified coaches in place across all age groups.

Whilst this continued growth is a significant achievement, it is noted that the club is approaching capacity across its current training venues and will need to explore additional facilities to support future expansion.

Woking Cougars Football Club

Trustees' Annual Report continued...
For the year ended 31 May 2025

The Club Committee and Management team continue to focus on delivering the core off-field objectives established in recent years, with the aim of building one of the leading grassroots youth football environments in Surrey.

The club continues to improve its visibility through its website and social media platforms, which continue to see strong engagement across members and the wider community.

The Club management platform, SportMember, continues to be used and has undergone further improvements, enhancing usability and operational efficiency.

The club continues to provide access to all-weather training facilities for its members.

Sponsorship & Commercial

The club's main sponsorship agreement with Zenstone has been successfully extended through to the end of the **2025–26 season**, reflecting the strength of the partnership and continued support for the club's activities.

The club also continues to work closely with its commercial partners to provide high-quality kit and equipment. Official Nike kit and training wear remain available via the Club Shop, managed by Kitlocker UK.

Additional supplier arrangements have been implemented to ensure quality and value for money across all football equipment.

Coaching & Player Development

The club continues its partnerships with The Coaching Manual and TopTekkers, providing coaches with access to high-quality training content and development tools to support delivery of a professional and engaging training environment.

Plans for the Future

The Committee's focus for the next 12 months is to continue enhancing the club environment and overall member experience, both on and off the pitch.

This includes:

- Supporting continued growth in a structured and sustainable manner
- Integrating new coaches and volunteers effectively
- Expanding facility access to meet increasing demand
- Maintaining a positive, inclusive and development-focused culture across all age groups

Reserves Policy

The Trustees consider it prudent to maintain reserves at a level sufficient to cover the ongoing costs of running the Club, including pitch hire, training facilities and equipment.

Given that expenditure levels fluctuate in line with membership and activity levels, the Club maintains an appropriate cash buffer, which is reviewed regularly by the Committee.

Risk Management

The Trustees have reviewed the major risks to which the charity is exposed.

- **Personnel risks** are managed through active recruitment, succession planning and ongoing development of volunteers
- **Expenditure risks** are controlled through defined approval processes, with dual authorisation required for payments
- **Income risks** are managed through:
 - Ongoing financial planning and fee-setting
 - Active pursuit of sponsorship and membership growth

Public Benefit

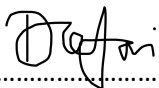
The Trustees confirm that they have complied with their duty to have due regard to the Charity Commission's guidance on public benefit when reviewing the charity's aims and planning future activities.

Trustees' Responsibilities

Charity 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 charity and of the surplus or deficit of the charity for that year. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.



.....
Dan Cefai
Chairman

Date: 30th March 2026

For and on behalf of the Committee

Independent Examiner's report
For the year ended 31 May 2025

Independent examiner's report to the trustees of Woking Cougars Football Club

I report on the accounts of Woking Cougars Football Club for the year ended 31 May 2025, which are set out on pages 6 to 9.

Respective responsibilities of trustees and 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 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My 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. An examination 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

1. Which gives me reasonable cause to believe that in any material aspect the requirements:
 - to keep accounting records in accordance with the section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

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



Philip Somjen
Independent Examiner

Dated: 30th March 2026

Woking Cougars Football Club

Statement of financial position
As at 31 May 2025

	2025	2024
	£	£
Non-current assets	-	-
Current assets		
Cash at bank & in hand	65,752	58,938
Other	862	-
	66,614	58,938
Current liabilities	6,268	-
Net current assets	60,346	58,938
Net assets	60,346	58,938
Equity		
Retained earnings	58,938	50,016
Current year income/(expenditure)	1,405	8,922
	60,346	58,938

The accounts on pages 6 to 9 were approved by the trustees and signed on their behalf by:

James Adcock

.....

James Adcock

Treasurer (Trustee)

Date: 30th March 2026

The accompanying notes form an integral part of this statement of financial position.

Woking Cougars Football Club

Income and expenditure
For the year ended 31 May 2025

	2025	2024
	£	£
Income		
Club membership	75,359	68,493
Match fees	25,238	20,401
Club sponsorship	-	20,000
Donations	6,674	50
Fundraising	332	305
Bank interest	999	754
Additional club activities	5,078	1,143
	<hr/> 113,680	<hr/> 115,146
Expenses		
Training facilities	60,324	50,545
Pitch fees	23,725	21,666
Club presentation	8,377	8,233
Other costs	19,849	25,780
	<hr/> 112,275	<hr/> 106,224
Income/(Expenditure)	<hr/> 1,405	<hr/> 8,922

Woking Cougars Football Club

Notes to the financial statements
For the year ended 31 May 2025

1. Accounting policies

Basis of accounting

The accounts have been prepared on a receipts and payments basis.

Incoming resources

Income is recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable certainty.

Resources expended

All costs incurred are direct costs and have been allocated directly to the charity's activities.

Tangible fixed assets and depreciation

The Trustees consider it prudent to immediately write off all costs associated with equipment, kit and other supplies. Hence, the accounts do not recognise any fixed assets.

Stock

Stock is included at the lower of cost and net realisable value.

Fund Accounting

General funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity. Designated funds represent unrestricted funds, which the Trustees have set aside for a specific purpose. Restricted funds are funds subject to specific restriction imposed by donors.

2. Trustees

The Trustees did not receive any remuneration through the year. Expenses were paid to Trustees where costs were incurred directly on behalf of the charity. All expense claims have to be duly submitted to the committee for approval with relevant receipts and a completed claim form.

Woking Cougars Football Club

Notes to the financial statements continued...

For the year ended 31 May 2025

3. Sponsorship and Other costs

	2025	2024
	£	£
Sponsorship	-	-
Kits	-	6,235
Equipment	7,994	10,906
Club welfare and training	3,363	1,625
League registrations	3,772	3,311
Professional coaching	1,000	1,000
Fines	282	624
General expenses	3,438	1,743
Other year costs	-	336
Other costs	19,849	25,780

The charity employs no staff, other than professional coaches on a freelance basis; all the charity's costs are direct costs. As a result of this, no support costs have been identified.

In the year 2023-2024 the club agreed a 2-year sponsorship deal of £20,000 with a main sponsor. In 2024-25 the club received a one-off donation of £5,000 from a generous party. These funds were used in various areas across the club. The club is exploring future sponsorship deals.

4. Training facilities and Pitch hire

The cost of both training facilities and pitch hire continues to increase due to both annual inflation in prices alongside the additional requirement of more pitches due to increased member size. A decision was taken at the start of the season to freeze both registrations at £150 (annually and per member with 10% discount on any additional member) and match subs at £4 for each player per match. The club carries out a regular review of financial reserves to assess any potential increases required.

5. Club presentation

In 2025, the Club held the annual Club Presentation Day. The Trustees recognise any gross income and expenditure in the annual accounts to reflect the nature of the payment and receipts made. The cost in the year includes the cost of trophies of £4.5k (2023-24: £5k) along with the cost of venue hire of £1k (2023-24: £1k).

6. Cash at bank

During the financial year 2024 to 2025 an interest-bearing savings account was used to hold a significant part of the bank balance, and during the period £999 (2023-24: £754) was earned in interest.

WOKING COUGARS FOOTBALL CLUB

England & Wales - Charity number 1143056

Accounts



Woking Cougars Football Club

Trustees' Report and Accounts
For the year ended 31 May 2024

Charity number: 1143056

Woking Cougars Football Club

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Woking Cougars Football Club

Trustees' Annual Report
For the year ended 31 May 2024

Legal and Administrative details

General information

Woking Cougars FC (WCFC) is an unincorporated association which promotes community participation in healthy recreation by providing or assisting in the provision of facilities for playing football.

The club has a current membership of approximately 550 footballers ranging from Age 4 all the way through to 17.

There are approximately 130 coaching staff. In terms of qualifications, WCFC have the following setup:

- All coaches have the relevant FA safeguarding qualification
- At least one coach per team has the relevant FA H&S qualification
- At least one coach per team has the FA-accredited coaching qualification

Registered office

Woking Cougars FC, PO Box 1634, Woking, Surrey, GU20 5GB.

Contact

Dan Cefai, Club Secretary. Woking Cougars FC, PO Box 1634, Woking, Surrey, GU20 5BG.

Trustees

The committee of Woking Cougars Football Club ("the charity") are its trustees for the purposes of charity law and throughout this report are collectively referred to as the trustees. As set out in the constitution the trustees are elected by the Membership attending the Annual General Meeting, to serve for a period of one year.

Chairman: Dan Cefai, re-elected June 2024
Secretary: Danusia Jolliffe, resigned June 2024
Andy Simpson, elected June 2024
Treasurer: Ellie Mills, resigned June 2024
James Adcock, elected June 2024
2nd Treasurer: Ellie Mills, elected June 2024

The club is managed by a volunteer management committee whose members are currently as follows:

Club Chairman:	Dan Cefai
Club Secretary:	Andy Simpson
Club Treasurer:	James Adcock
Club Development Officer:	Dan Oswin
Club Welfare Officer:	Amanda Chapman
Fixture Secretary:	Alice Oswin
IT Coordinator:	Christian Beck
Membership Secretary:	Rob Smith

Woking Cougars Football Club

Trustees' Annual Report continued...
For the year ended 31 May 2024

The Management Committee seek to meet up to 6 times a year to administer the charity. Membership of the charity is open to all individuals.

Independent examiner

Philip Somjen

Bankers

Barclays Bank

Related parties

There are no related parties.

Overview of Activities

The objectives of the charity have been pursued through a range of activities. These include:

1. Coaching boys and girls in football skills and team play
2. Organising training and match facilities for all team players
3. Organising football matches for all team players
4. Organising/holding social events for all team players, their siblings and parents/guardians

Funding for these activities comes from Members and sponsors.

The following represents the financial statements for the club for the twelve months to 31 May 2024. The committee consider the financial statements to be a true and fair view of the statement of financial affairs for the club for that period, and they have been subject to an independent review by Philip Somjen (CIMA).

In 2023/24 the club made net income of £8,922 (2022/23: £5,085)

Activities for the year

The club continued to successfully grow its membership base for the year with nearly 500 children now registered aged 4-17. There were 34 teams registered with local Surrey county football leagues at the start of the 2023-24 season for U7-U17. These teams are managed and coached by 88 qualified coaches who all maintain a valid Enhanced DBS and the Safeguarding Children in Football certificate as a minimum. Every team has a coach that holds the Introduction to Coaching Football / FA Level 1 qualification as a minimum along with the Introduction to First Aid in Football certificate. Whilst the year on year growth is a great achievement, it is noted the club is approaching capacity on training space and will need to take on new locations to accommodate further growth in the future.

The Club Committee and Management team continue to focus on delivery of the core off-field objectives we set out four years ago to try and make this the best youth football club in Surrey for the benefit of the local children participating in grassroots football. The club continues to improve its visibility through its new website and various social media channels with the latter gaining excellent traction with members and non-members alike.

Woking Cougars Football Club

Trustees' Annual Report continued...
For the year ended 31 May 2024

The Club management platform, SportMember, has undergone various improvements by the developer making it more user friendly and efficient for the club.

The Club continues to provide all weather pitches for all its members to train on each week.

Club sponsorship and funding is in place with another year to run on all current sponsorship agreements as we look to engage to extend these for the long term with the amazing partners of the Club.

The club continues to provide its members and coaches with official Nike kit and training wear via the Club Shop managed by Kitlocker UK as official kit supplier. The club has also procured new commercial arrangements with suppliers of other football equipment through the new kit and equipment manager, with a focus on quality and price to ensure best value for the club.

The club continued its partnership with The Coaching Manual and TopTekkers on the coach support side to ensure all our volunteer coaches have access to premium training and coach education content to ensure a professional training environment and high-quality training sessions can be delivered to help the development and engagement of the children.

The Committees plan for the next 12-months is to continue implementing and improving the Club environment and member experience on and off the pitch, as well as to successfully integrate all new coaches and club staff into their respective roles to ensure a diversified and enthusiastic Club management structure and a fair and inclusive representation for all.

Reserves Policy

The Trustees feel it prudent and proper to maintain the charity's reserves at a level sufficient to cover the ongoing costs to run the Football Club, which include pitch hire, training facility hire and provision of training equipment as and when required. We do consider it prudent to maintain a cash balance to cover increasing running costs as the Club's expenditure is not fixed, varying in line with the income received for match attendance and annual registration. This reserve is reviewed regularly by the club committee.

Risk Management

The major risks, to which the charity is exposed, as identified by the Trustees, have been reviewed. Personnel turnover risks are minimised by implementing a re-organisation of the club and encouraging new Members onto the Management Committee, and by recruiting and training assistants to the team coaches and managers. Expenditure risks are minimised by the implementation of procedures and controls for authorisation for all transactions and projects, dual signatures are required to debit any monies from the Club's accounts and the Treasurer does not have a signature for the bank account.

Income risks are minimised by:

1. Maintenance of a cash ladder to assess costs for the coming year and establish a suitable level for Club Registration and Match Fees.
2. Pursuing new sponsors and Members actively.

Woking Cougars Football Club

Trustees' Annual Report continued...
For the year ended 31 May 2024

Public Benefit

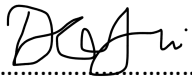
The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

Trustees' Responsibilities

Charity 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 charity and of the surplus or deficit of the charity for that year. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.



.....
Dan Cefai
Chairman

Date: 26/03/2025

For and on behalf of the Committee

Woking Cougars Football Club

Independent Examiner's report
For the year ended 31 May 2024

Independent examiner's report to the trustees of Woking Cougars Football Club

I report on the accounts of Woking Cougars Football Club for the year ended 31 May 2024, which are set out on pages 6 to 9.

Respective responsibilities of trustees and 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 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My 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. An examination 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

1. Which gives me reasonable cause to believe that in any material aspect the requirements:
 - to keep accounting records in accordance with the section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

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



Philip Somjen
Independent Examiner

Woking Cougars Football Club

Statement of financial position As at 31 May 2024

	2024	2023
	£	£
Non-current assets	-	-
Current assets		
Cash at bank & in hand	58,938	50,016
	<hr/>	<hr/>
Current liabilities	-	-
	<hr/>	<hr/>
Net current assets	58,938	50,016
	<hr/>	<hr/>
Net assets	58,938	50,016
	<hr/> <hr/>	<hr/> <hr/>
Equity		
Retained earnings	50,016	44,931
Current year income/(expenditure)	8,922	5,085
	<hr/>	<hr/>
	58,938	50,016
	<hr/> <hr/>	<hr/> <hr/>

The accounts on pages 6 to 9 were approved by the trustees and signed on their behalf by:

James Adcock

James Adcock

Treasurer (Trustee)

Date: 26/03/2025

The accompanying notes form an integral part of this statement of financial position.

Woking Cougars Football Club

Income and expenditure
For the year ended 31 May 2024

	2024	2023
	£	£
Income		
Club membership	68,493	67,655
Gift aid (on Club membership)	-	-
Match fees	20,401	18,673
Club sponsorship	24,000	-
Donations	50	-
Fundraising	305	449
Bank interest	754	93
Additional club activities	1,143	-
	<hr/> 115,146	<hr/> 86,870
Expenses		
Training facilities	50,545	41,268
Pitch fees	21,666	14,984
Club presentation	8,233	6,687
Other costs	25,780	18,846
	<hr/> 106,224	<hr/> 81,785
Income/(Expenditure)	<hr/> 8,922	<hr/> 5,085

Woking Cougars Football Club

Notes to the financial statements
For the year ended 31 May 2024

1. Accounting policies

Basis of accounting

The accounts have been prepared on a receipts and payments basis.

Incoming resources

Income is recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable certainty.

Resources expended

All costs incurred are direct costs and have been allocated directly to the charity's activities.

Tangible fixed assets and depreciation

The Trustees consider it prudent to immediately write off all costs associated with equipment, kit and other supplies. Hence, the accounts do not recognise any fixed assets.

Stock

Stock is included at the lower of cost and net realisable value.

Fund Accounting

General funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity. Designated funds represent unrestricted funds, which the Trustees have set aside for a specific purpose. Restricted funds are funds subject to specific restriction imposed by donors.

2. Trustees

The Trustees did not receive any remuneration through the year. Expenses were paid to Trustees where costs were incurred directly on behalf of the charity. All expense claims have to be duly submitted to the committee for approval with relevant receipts and a completed claim form.

Woking Cougars Football Club

Notes to the financial statements continued...

For the year ended 31 May 2024

3. Sponsorship and Other costs

	2024	2023
	£	£
Sponsorship	24,000	-
Kits	6,235	3,180
Equipment	10,906	4,847
Club welfare and training	1,625	2,253
League registrations	3,311	2,049
Professional coaching	1,000	4,625
Fines	624	123
Insurance	-	728
General expenses	1,743	963
Other year costs	336	78
Other costs	25,780	18,846

The charity employs no staff, other than professional coaches on a freelance basis; all the charity's costs are direct costs. As a result of this, no support costs have been identified.

In the year 2023-2024 the club agreed a 2-year sponsorship deal of £20,000 with a main sponsor. In addition, further sponsorship of £4,000 was received from two other parties. These funds were used towards the cost of the club kit and training tops.

4. Training facilities and Pitch hire

The cost of both training facilities and pitch hire continues to increase due to both annual inflation in prices alongside the additional requirement of more pitches due to increased member size. A decision was taken at the start of the season to freeze both registrations at £150 (annually and per member with 10% discount on any additional member) and match subs at £4 for each player per match. The club carries out a regular review of financial reserves to assess any potential increases required.

5. Club presentation

In 2024, the Club held the annual Club Presentation Day. The Trustees recognise any gross income and expenditure in the annual accounts to reflect the nature of the payment and receipts made. The cost in the year includes the cost of trophies of £5k (2022-23: £6k) along with the cost of venue hire of £1k (2022-23: £0.8k).

Woking Cougars Football Club

Notes to the financial statements continued...

For the year ended 31 May 2024

6. Cash at bank

During the financial year 2023 to 2024 an interest-bearing savings account was used to hold a significant part of the bank balance, and during the period £754 (2022-23: £93) was earned in interest.

WOKING COUGARS FOOTBALL CLUB

England & Wales - Charity number 1143056

Accounts

Woking Cougars Football Club

Trustees' Report and Accounts

For the year ended 31 May 2023

Charity Number: 1143056

Trustees' Annual Report

For the year ended 31 May 2023

Legal and Administrative Details

Status:

Unincorporated Association established in 1991 and registered as a charity, number 1143056, on 25th July 2011.

Working Name:

Woking Cougars Football Club.

Registered Address:

Woking Cougars FC, PO Box 1634, Woking, Surrey, GU20 5GB

Contact:

Dan Cefai, Club Secretary. Woking Cougars FC, PO Box 1634, Woking, Surrey, GU20 5BG

Trustees:

The committee of Woking Cougars Football Club ("the charity") are its trustees for the purposes of charity law and throughout this report are collectively referred to as the trustees. As set out in the constitution the trustees are elected by the Membership attending the Annual General Meeting, to serve for a period of one year.

Chairman	Dan Cefai, re-elected July 2022
Secretary	Danusia Jolliffe, re-elected July 2022
Treasurer	Ellie Mills, re-elected July 2022

Trustees' Annual Report

For the year ended 31 May 2023

Independent Examiner:

Caroline Black

Bankers:

Barclays Bank

The objects of Woking Cougars Football Club are:

The promotion of community participation in healthy recreation by providing or assisting in the provision of facilities for playing football.

Organisation structure and decision-making

The Trustees, comprising Chairman, Secretary and Treasurer are Members of the Management Committee. The Management Committee seek to meet up to 6 times a year to administer the charity.

Membership of the charity is open to all individuals.

Related Parties

There are no related parties.

Overview of Activities

The objectives of the charity have been pursued through a range of activities. These include:

1. Coaching boys and girls in football skills and team play
2. Organising training and match facilities for all team players
3. Organising football matches for all team players
4. Organising/holding social events for all team players, their siblings and parents/guardians

Funding for these activities comes from Members and sponsors.

Activities for the Year

The club grew its number of members significantly over the period from 1st June 2022 to its financial year end on 31st May 2023 fully utilising its resources to drive member recruitment, particularly in our Cubs division for children aged 4-6.

The club was also delighted to extend its agreement with Zenstone as main Club Sponsor as well as secure new sponsorship from other local companies Axian Capital Management Limited, Seymours Land and New Homes and Rosewood Solicitors on 2-year agreements.

The club successfully transitioned its kit manufacturer from Macron to Nike on a 3-year agreement via Kitlocker UK as official kit supplier. Woking Cougars FC is now an official Nike Partner Club and the new Club Shop fully integrated into the Club website for members to purchase kit and leisurewear.

The club continued its partnership with The Coaching Manual and TopTekkers on the coach support side to ensure all our volunteer coaches have access to premium content to ensure a professional

Trustees' Annual Report

For the year ended 31 May 2023

training environment and high-quality training sessions can be delivered to help the development and enjoyment of the children.

The committee successfully increased the number of volunteers to help with the running of the club through the restructure of the organisation and creation of new roles to spread the administrative duties which has created a more robust and diversified management team.

Reserves Policy

The Trustees feel it prudent and proper to maintain the charity's reserves at a level sufficient to cover the ongoing costs to run the Football Club, which include pitch hire, training facility hire and provision of training equipment as and when required. We do consider it prudent to maintain a cash balance to cover increasing running costs as the Club's expenditure is not fixed, varying in line with the income received for match attendance and annual registration. This reserve is reviewed regularly by the club committee.

Trustees' Annual Report

For the year ended 31 May 2023

Risk Management

The major risks, to which the charity is exposed, as identified by the Trustees, have been reviewed. Personnel turnover risks are minimised by implementing a re-organisation of the club and encouraging new Members onto the Management Committee, and by recruiting and training assistants to the team coaches and managers. Expenditure risks are minimised by the implementation of procedures and controls for authorisation for all transactions and projects, dual signatures are required to debit any monies from the Club's accounts and the Treasurer does not have a signature for the bank account.

Income risks are minimised by:

1. Maintenance of a cash ladder to assess costs for the coming year and establish a suitable level for Club Registration and Match Fees.
2. Pursuing new sponsors and Members actively.

Public Benefit

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

Trustees' Responsibilities

Charity 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 charity and of the surplus or deficit of the charity for that year. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.



Dan Cefai

Chairman

For and on behalf of the Committee

Independent Examiner's Report

Independent examiner's report to the trustees of Woking Cougars Football Club

I report on the accounts of Woking Cougars Football Club for the year ended 31 May 2023, which are set out on pages 6 to 9.

Respective responsibilities of trustees and 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 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My 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. An examination 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

1. Which gives me reasonable cause to believe that in any material aspect the requirements:
 - to keep accounting records in accordance with the section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

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



Signature

Independent Examiner

Balance sheet

31 May 2023

	Notes	2023 £	2022 £
Incoming resources			
Club Membership (Current Year)		67,655	59,454
Gift Aid (on Club Membership)		0	8,032
Match Fees	4	18,673	14,417
Club Sponsorship	3	0	29,000
Donations		0	350
Fundraising		449	84
Bank Interest	6	93	7
Total incoming resources		86,870	111,344
Training Facilities	4	41,268	37,075
Pitch Fees	4	14,984	17,994
Club Presentation	5	6,687	6,027
Other Costs	3	18,846	57,043
Total resources expended		81,785	118,139
Net income/(expense)		5,085	(6,795)
Reserves balance brought forward		44,931	51,726
Reserves balance carried forward		50,016	44,931

Balance sheet

31 May 2023

	Notes	2023 £	2022 £
Current Assets			
Cash at Bank		50,016	44,931
Net Assets		<u>50,016</u>	<u>44,931</u>

The accounts on pages 6 to 9 were approved by the trustees and signed on their behalf by:


.....

Ellie Mills

Treasurer (Trustee)

Date: 30.03.24

The accompanying notes form an integral part of this balance sheet.

Notes to the accounts

For the year ended 31 May 2023

1 Accounting Policies

a) Basis of accounting

The accounts have been prepared on a receipts and payments basis.

b) Incoming resources

Income is recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable certainty.

c) Resources expended

All costs incurred are direct costs and have been allocated directly to the charity's activities.

d) Tangible fixed assets and depreciations.

The Trustees consider it prudent to immediately write off all costs associated with equipment, kit and other supplies. Hence, the accounts do not recognise any fixed assets.

e) Stock

Stock is included at the lower of cost and net realisable value.

f) Fund Accounting

General funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity. Designated funds represent unrestricted funds, which the Trustees have set aside for a specific purpose. Restricted funds are funds subject to specific restriction imposed by donors.

2 Trustees

The Trustees did not receive any remuneration through the year. Expenses were paid to Trustees where costs were incurred directly on behalf of the charity. All expense claims have to be duly submitted to the committee for approval with relevant receipts and a completed claim form.

Notes to the accounts

For the year ended 31 May 2023

3 Sponsorship and Other Costs

	2023 £	2022 £
Sponsorship	0	29,000
Kits	3,180	37,329
Equipment	4,847	8,704
Club Welfare and Training	2,253	1,815
League Registrations	2,049	1,268
Professional Coaching	4,625	2,745
Fines	123	270
Insurance	728	755
General Expenses	963	740
Other year costs	78	3,417
Other Costs	18,846	57,043

The charity employs no staff, other than professional coaches on a freelance basis; all the charity's costs are direct costs. As a result of this, no support costs have been identified.

In the year 2021-2022 the club agreed a 2-year sponsorship deal of £28,000 with a main sponsor. In addition, further sponsorship of £1,000 was received from another party. These funds were used towards the cost of the club kit and training tops.

4 Training Facilities and Pitch Hire

The cost of training facilities continues to increase due to annual inflation in prices. The cost of pitch hires for matches, however, decreased compared to the prior year largely due to match cancellations because of poor weather. A decision was taken at the start of the season to increase match subs from £3 to £4 for each player per match to help offset any increases in cost.

5 Club Presentation

In 2023, the Club was able to hold the annual Club Presentation Day after a break due to Covid. The Trustees recognise any gross income and expenditure in the annual accounts to reflect the nature of the payment and receipts made. The cost in 2023 includes the cost of trophies (£6k) along with the cost of venue hire (£0.8k).

6 Cash at Bank

During the financial year 2022 to 2023 an interest-bearing savings account was used to hold a significant part of the bank balance, and during the period £93 was earned in interest.

WOKING COUGARS FOOTBALL CLUB

England & Wales - Charity number 1143056

Accounts

Woking Cougars Football Club

Trustees' Report and Accounts

For the year ended 31 May 2022

Charity Number: 1143056

Trustees' Annual Report

For the year ended 31 May 2022

Legal and Administrative Details

Status:

Unincorporated Association established in 1991 and registered as a charity, number 1143056, on 25th July 2011.

Working Name:

Woking Cougars Football Club.

Registered Address:

Woking Cougars FC, PO Box 1634, Woking, Surrey, GU20 5GB

Contact:

Danusia Jolliffe, Club Secretary. Woking Cougars FC, PO Box 1634, Woking, Surrey, GU20 5BG

Trustees:

The committee of Woking Cougars Football Club ("the charity") are its trustees for the purposes of charity law and throughout this report are collectively referred to as the trustees. As set out in the constitution the trustees are elected by the Membership attending the Annual General Meeting, to serve for a period of one year.

Chairman	Dan Cefai, re-elected September 2021
Vice Chairman	Michael Loader, re-elected September 2021
Secretary	Danusia Jolliffe, re-elected September 2021
Treasurer	Ellie Mills, re-elected September 2021

Trustees' Annual Report

For the year ended 31 May 2022

Independent Examiner:

Caroline Black

Bankers:

Barclays Bank

The objects of Woking Cougars Football Club are:

The promotion of community participation in healthy recreation by providing or assisting in the provision of facilities for playing football.

Organisation structure and decision-making

The Trustees, comprising Chairman, Secretary, Treasurer and Facilities Manager are Members of the Management Committee. The Management Committee seek to meet at least 6 times a year to administer the charity.

Membership of the charity is open to all individuals.

Related Parties

There are no related parties.

Overview of Activities

The objectives of the charity have been pursued through a range of activities. These include:

1. Coaching boys and girls in football skills and team play
2. Organising training and match facilities for all team players
3. Organising football matches for all team players
4. Organising/holding social events for all team players, their siblings and parents/guardians

Funding for these activities comes from Members and sponsors.

Activities for the Year

The club focussed on re-building the Cubs membership base, after two tough years prior due to Covid-19, as we recognise early intake provides long term membership stability for the club. The challenge is always finding parents of the younger Cubs to step forward to take over the preschool and reception Cubs group. There is an ongoing risk for the Cubs section in finding continuity of an energetic and passionate group of volunteers stepping up to carry this process forward. Last season, we piloted a partnership with Skillzone Soccer to build a coaching syllabus and lead the Cubs training sessions with a view to volunteer parents stepping forward to assist Skillzone in delivering the sessions to help the transition to a longer-term coaching journey. However, due to the increasing running costs for the club and the need to balance this with offering members continued good value membership in these difficult times, the committee decided not to renew the partnership and the club will focus on recruiting from within the parent ranks again.

Trustees' Annual Report

For the year ended 31 May 2022

In terms of increasing the number of girls at the club, this has been an area that historically, Woking Cougars has struggled to make significant progress. The conundrum as to whether girls should play mixed gender in their formative years or play in all girl's teams to help increase initial participation is one, we have not yet managed to solve, and we will continue to discuss ways of increasing girls' representation at the club going forward.

The club increased membership fees in line with rising costs, mainly due to accommodating more teams for midweek training and Sunday pitches. Our goal is to always try and keep membership fees at a level that represents excellent value to its members to ensure football remains for all.

In addition to the state-of-the-art facilities the club now has access to for training and playing matches, we have reinvested in The Coaching Manual platform to ensure our coaches continue to have access to the best training and game education resource on the market, and we have also re-launched our club TopTekkers subscription, which is the ultimate football skill development platform for children aged 5-12. The club also co-purchased brand new 11-a-side goals at West End, Benner Lane with West End FC, and the club has purchased club playing kit for the new U7's as well as the U11's following the end of the previous sponsorship deal for that age group.

However, a couple of major changes we have had to implement for this coming season and going forward, is that members will be required to purchase their own club playing kit, as it is no longer sustainable for the club to coordinate and pay for kit for the c. 400 members we have. We have also had to cancel the weekly GK training provided courtesy of the club as the cost was no longer sustainable.

Future Plans

In the coming year the Trustees have the following plans for the Club:

- Continue with paid professional coaching for members, where considered of benefit
- Maintain the Club's FA Chartered Standard Status
- Purchase additional training equipment and footballs where necessary
- Develop the use of digital resources to assist Coaches in the development of players
- Restructure the organisation of the club to create more roles for more volunteers and reduce the admin burden on such a small team for a fast-growing club

Reserves Policy

The Trustees feel it prudent and proper to maintain the charity's reserves at a level sufficient to cover the ongoing costs to run the Football Club, which include pitch hire, training facility hire, replacement of kits as required and provision of training equipment as and when required. We do consider it prudent to maintain a cash balance to cover increasing running costs as the Club's expenditure is not fixed, varying in line with the income received for match attendance and annual registration. This reserve is reviewed regularly by the club committee.

Trustees' Annual Report

For the year ended 31 May 2022

Risk Management

The major risks, to which the charity is exposed, as identified by the Trustees, have been reviewed. Personnel turnover risks are minimised by implementing a re-organisation of the club and encouraging new Members onto the Management Committee, and by recruiting and training assistants to the team coaches and managers. Expenditure risks are minimised by the implementation of procedures and controls for authorisation for all transactions and projects, dual signatures are required to debit any monies from the Club's accounts and the Treasurer does not have a signature for the bank account.

Income risks are minimised by:

1. Maintenance of a cash ladder to assess costs for the coming year and establish a suitable level for Club Registration and Match Fees.
2. Pursuing new sponsors and Members actively.

Public Benefit

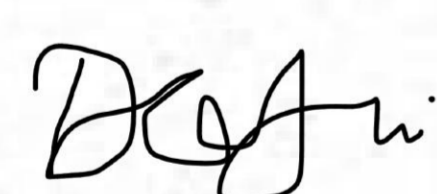
The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

Trustees' Responsibilities

Charity 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 charity and of the surplus or deficit of the charity for that year. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- 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; and

The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities



Dan Cefai

Chairman

For and on behalf of the Committee

Independent Examiner's Report

Independent examiner's report to the trustees of Woking Cougars Football Club

I report on the accounts of Woking Cougars Football Club for the year ended 31 May 2022, which are set out on pages 6 to 9.

Respective responsibilities of trustees and 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 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My 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. An examination 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

1. Which gives me reasonable cause to believe that in any material aspect the requirements:
 - to keep accounting records in accordance with the section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

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

Ch. Black

Signature

Independent Examiner

Balance sheet

31 May 2022

	Notes	2022 £	2021 £
Incoming resources			
Club Membership (Current Year)		59,454	33,425
Gift Aid (on Club Membership)		8,032	0
Match Fees	5	14,417	7,437
Tour Receipts	3	0	5,180
Club Sponsorship	4	29,000	900
Donations		350	0
Fundraising		84	229
Bank Interest	7	7	18
Total incoming resources		111,344	47,189
Training Facilities	5	37,075	16,278
Pitch Fees	5	17,994	4,964
Tour Payments	3	0	1,120
Club Presentation	6	6,027	2,486
Other Costs	4	57,043	21,123
Total resources expended		118,139	45,971
Net income/(expense)		(6,795)	1,218
Reserves balance brought forward		51,726	50,508
Reserves balance carried forward		44,931	51,726

Balance sheet

31 May 2022

	Notes	2022 £	2021 £
Current Assets			
Cash at Bank		44,931	51,726
Net Assets		<u>44,931</u>	<u>51,726</u>

The accounts on pages 6 to 9 were approved by the trustees and signed on their behalf by:

E Mills

.....
Ellie Mills

Treasurer (Trustee)

Date:

29.03.23

The accompanying notes form an integral part of this balance sheet.

Notes to the accounts

For the year ended 31 May 2022

1 Accounting Policies

a) Basis of accounting

The accounts have been prepared on a receipts and payments basis.

b) Incoming resources

Income is recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable certainty.

c) Resources expended

All costs incurred are direct costs and have been allocated directly to the charity's activities.

d) Tangible fixed assets and depreciations.

The Trustees consider it prudent to immediately write off all costs associated with equipment, kit and other supplies. Hence, the accounts do not recognise any fixed assets.

e) Stock

Stock is included at the lower of cost and net realisable value.

f) Fund Accounting

General funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity. Designated funds represent unrestricted funds, which the Trustees have set aside for a specific purpose. Restricted funds are funds subject to specific restriction imposed by donors.

2 Trustees

The Trustees did not receive any remuneration through the year. Expenses were paid to Trustees where costs were incurred directly on behalf of the charity. All expense claims have to be duly submitted to the committee for approval with relevant receipts and a completed claim form.

3 Tour Receipts and Payments 2021

No tour was planned in the 2020-2021 season resulting in nil income and expenses. Due to Covid-19 the tour planned for May 2020 was cancelled. The majority of the deposits and balances paid by families were refunded in 2020 with the remaining deposits of £1,120 refunded in 2021. The deposit of £5,180 paid by the club to R&T Tours in 2020 was fully refunded in 2021.

Notes to the accounts

For the year ended 31 May 2022

4 Sponsorship and Other Costs

	2022 £	2021 £
Sponsorship	<u>29,000</u>	<u>900</u>
Kits	37,329	11,491
Equipment	8,704	3,421
Club Welfare and Training	1,815	1,635
League Registrations	1,268	1,336
Professional Coaching	2,745	960
Fines	270	15
Insurance	755	0
General Expenses	740	0
Other year costs	3,417	2,265
Other Costs	<u>57,043</u>	<u>21,123</u>

The charity employs no staff, other than professional coaches on a freelance basis; all the charity's costs are direct costs. No support costs have been identified as a result of this.

In the year 2021-2022 the club agreed a 2-year sponsorship deal of £28,000 with a main sponsor. In addition, further sponsorship of £1,000 was received from another party. These funds were used towards the cost of the club kit and training tops.

5 Training Facilities and Pitch Hire

Following a year of reduced costs due to Covid restrictions in 2020 and 2021, the cost of training facilities increased significantly in 2021-2022. This is mainly due to the use of higher quality all-weather training facilities. The cost of pitch hires for matches also increased but is largely offset by match subs which are collected for each match played.

6 Club Presentation

In previous years, the Charity has organised a Presentation event for all Members. The Trustees recognise any gross income and expenditure in the annual accounts to reflect the nature of the payment and receipts made. It was not possible to hold such an event at the end of the 2021-2022 season, however trophies were still provided. Due to the timing of payments, the net expense of £6,027 in 2022 includes the cost of trophies for the current period (£3,845) and the prior period (£2,182).

7 Cash at Bank

During the financial year 2021 to 2022 an interest-bearing savings account was used to hold a significant part of the bank balance, and during the period £7 was earned in interest.

WOKING COUGARS FOOTBALL CLUB

England & Wales - Charity number 1143056

Accounts

Woking Cougars Football Club

Trustees' Report and Accounts

For the year ended 31 May 2021

Charity Number: 1143056

Trustees' Annual Report

For the year ended 31 May 2021

Legal and Administrative Details

Status:

Unincorporated Association established in 1991 and registered as a charity, number 1143056, on 25th July, 2011.

Working Name:

Woking Cougars Football Club.

Registered Address:

1 Chilworth House, Pennypot Lane, Chobham, Woking, Surrey, GU24 8DG

Contact:

Danusia Jolliffe, Club Secretary. 2 Limewood Close, Woking, Surrey, GU21 8XA.

Trustees:

The committee of Woking Cougars Football Club ("the charity") are its trustees for the purposes of charity law and throughout this report are collectively referred to as the trustees. As set out in the constitution the trustees are elected by the Membership attending the Annual General Meeting, to serve for a period of one year.

Chairman	Dan Cefai, elected December 2020
Vice Chairman	Michael Loader, elected May 2018
Secretary	Danusia Jolliffe, elected June 2019
Treasurer	Ellie Mills, elected December 2020

Trustees' Annual Report

For the year ended 31 May 2021

Independent Examiner:

Robert Flanagan

Bankers:

Barclays Bank.

The objects of Woking Cougars Football Club are:

The promotion of community participation in healthy recreation by providing or assisting in the provision of facilities for playing football.

Organisation structure and decision-making

The Trustees, comprising Chairman, Secretary, Treasurer and Facilities Manager are Members of the Management Committee. The Management Committee seek to meet at least 6 times a year to administer the charity.

Membership of the charity is open to all individuals.

Related Parties

There are no related parties.

Overview of Activities

The objectives of the charity have been pursued through a range of activities. These include:

1. Coaching boys and girls in football skills and team play
2. Organising training and match facilities for all team players
3. Organising football matches for all team players
4. Organising/holding social events for all team players, their siblings and parents/guardians

Funding for these activities comes from Members and sponsors.

Activities for the Year

The 2020-21 season was challenging for football across the grassroots tiers due to the continued impact of the Covid-19 pandemic. Whilst the season started on time in September 2020, it was again brought to a halt in December and did not restart again until March 2021. We did then get to enjoy a run of games until the end of May and the club worked hard to secure training and match venues for the FA's extended season to try to make up for some lost football time for its members. Unfortunately, most of the clubs end of season social activities could not take place due to Covid restrictions remaining in effect.

If we look to take the positives out of the last 12 months, with a lot less football to focus on than we would have liked, it enabled the committee to focus on the club's operations and the areas for improvement, and we highlighted the following key objectives;

1. Improve the club's visibility online with a new and improved website

Trustees' Annual Report

For the year ended 31 May 2021

2. Consolidate the club's management platforms into one easy to use system
3. Migrate the clubs IT infrastructure into one secure environment to comply with GDPR and better protect member data
4. Secure all weather training facilities for all teams
5. Secure a main sponsor for the club to enable new match kit for all teams at the club

Most of these objectives have been met or are very close to being completed which will place the club in a much stronger position to safeguard members information and improve member experience with the club. The club underwent a safeguarding audit at the beginning of 2021, and the club is able to report the Surrey FA were very pleased with our compliance and adherence to the FA's and the club's safeguarding and Respect policies and best practices, which is vital to maintain our FA Chartered Standard status.

We sadly could not convene the traditional Annual Club Presentation Day this year, for the second year running. However, the club committee agreed the usual annual campaign awards should be honoured and were awarded through a series of small team events to both remind of last season's successes and preparation for the new season

Future Plans

In the coming year the Trustees have the following plans for the Club:

- Continue with paid professional specialist goal keeper training sessions
- Continue with paid professional coaching for members where considered of benefit
- Maintain the Club's FA Chartered Standard Status
- Purchase additional training equipment and footballs where necessary
- Develop the use of digital resources to assist Coaches in the development of players

Reserves Policy

The Trustees feel it prudent and proper to maintain the charity's reserves at a level sufficient to cover the ongoing costs to run the Football Club, which include pitch hire, training facility hire, replacement of kits as required and provision of training equipment as and when required. We do consider it prudent to maintain a cash balance to cover increasing running costs as the Club's expenditure is not fixed, varying in line with the income received for match attendance and annual registration. This reserve is reviewed regularly by the club committee.

Risk Management

The major risks, to which the charity is exposed, as identified by the Trustees, have been reviewed. Personnel turnover risks are minimised by encouraging new Members onto the Management Committee, and by recruiting and training assistants to the team coaches and managers. Expenditure risks are minimised by the implementation of procedures and controls for authorisation for all transactions and projects, dual signatures are required to debit any monies from the Club's accounts and the Treasurer does not have a signature for the bank account.

Trustees' Annual Report

For the year ended 31 May 2021

Income risks are minimised by:

1. Maintenance of a cash ladder to assess costs for the coming year and establish a suitable level for Club Registration and Match Fees.
2. Pursuing new sponsors and Members actively.

Public Benefit

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

Trustees' Responsibilities

Charity 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 charity and of the surplus or deficit of the charity for that year. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.



Dan Cefai

Chairman

For and on behalf of the Committee

Independent Examiner's Report

Independent examiner's report to the trustees of Woking Cougars Football Club

I report on the accounts of Woking Cougars Football Club for the year ended 31 May 2021, which are set out on pages 6 to 9.

Respective responsibilities of trustees and 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 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My 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. An examination 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

1. Which gives me reasonable cause to believe that in any material aspect the requirements:
 - to keep accounting records in accordance with the section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

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


Signature

Independent Examiner

Please see separate note, explaining my strong recommendation that the club should invest in an accounting software package to maintain its accounts. A Angen

Balance sheet

31 May 2021

	Notes	2021 £	2020 £
Incoming resources			
Club Membership (Current Year)		33,425	33,575
Gift Aid (on Club Membership)		0	8,939
Club Membership (Following Year)		0	0
Gift Aid (on Club Membership)		0	0
Cubs Training		0	2,823
Match Fees		7,437	9,997
Tour Receipts	3	5,180	8,318
Club Sponsorship	4	900	400
Fundraising		229	0
Bank Interest		18	97
Total incoming resources		47,189	64,148
Training Facilities	5	16,278	23,231
Pitch Fees	5	4,964	11,056
Tour Payments	3	1,120	11,901
Club Presentation	6	2,486	5,313
Other Costs	4	21,123	21,729
Total resources expended		45,971	73,230
Net income/(expense)		1,218	(9,082)
Reserves balance brought forward		50,508	59,590
Reserves balance carried forward		51,726	50,508

Balance sheet

31 May 2021

	Notes	2021 £	2020 £
Current Assets			
Cash at Bank	7	51,726	50,508
Net Assets		<u>51,726</u>	<u>50,508</u>

The accounts on pages 6 to 10 were approved by the trustees and signed on their behalf by:

E Mills.

Ellie Mills

Treasurer (Trustee)

Date: 13.03.22

The accompanying notes form an integral part of this balance sheet.

Notes to the accounts

For the year ended 31 May 2021

1 Accounting Policies

a) Basis of accounting

The accounts have been prepared under the historical cost convention and comply with the Statement of Recommended Practice "Accounting by Charities" revised 2005 and applicable accounting standards.

b) Incoming resources

Income is recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable certainty.

c) Resources expended

All costs incurred are direct costs and have been allocated directly to the charity's activities.

d) Tangible fixed assets and depreciations.

The Trustees consider it prudent to immediately write off all costs associated with equipment, kit and other supplies. Hence, the accounts do not recognise any fixed assets.

e) Stock

Stock is included at the lower of cost and net realisable value.

f) Fund Accounting

General funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity. Designated funds represent unrestricted funds, which the Trustees have set aside for a specific purpose. Restricted funds are funds subject to specific restriction imposed by donors.

2 Trustees

The Trustees did not receive any remuneration through the year. Expenses were paid to Trustees where costs were incurred directly on behalf of the charity. All expense claims have to be duly submitted to the committee for approval with relevant receipts and a completed claim form.

3 Tour Receipts and Payments

The annual tour is usually a break-even event for the club, being directly funded by those families taking part. Due to Covid-19 the tour for May 2020 was cancelled. The majority of the deposits and balances paid by families were refunded in 2020 with the remaining deposits of £1,120 refunded in 2021. The deposit of £5,180 paid by the club to R&T Tours in 2020 was fully refunded in 2021.

Notes to the accounts

For the year ended 31 May 2021

4 Sponsorship and Other Costs

	2021 £	2020 £
Sponsorship	900	400
Equipment and Kits	14,912	10,955
Club Welfare and Training	1,635	2,940
League Registrations	1,336	2,519
Professional Coaching	960	3,355
Fines	15	45
Miscellaneous/Admin	0	463
Other year costs	2,265	1,452
Other Costs	21,123	21,729

The charity employs no staff, other than professional coaches on a freelance basis; all of the charity's costs are direct costs. No support costs have been identified as a result of this.

In the year 2020-2021 club sponsorship was received for one year-group, which was used to fund their kit. This is shown in both the sponsorship income, and equipment and kit expense in other costs.

5 Training Facilities and Pitch Hire

Due to Covid restrictions in 2020-2021, and as a result of the November 2020 and January to March 2021 lockdowns, the cost of Training Facilities and Pitch Hire is lower than in prior years. Costs relating to the extension of the training season will be included in next year's accounts.

Notes to the accounts

For the year ended 31 May 2021

6 Club Presentation

In previous years, the Charity has organised a Presentation event for all Members. The Trustees recognise any gross income and expenditure in the annual accounts to reflect the nature of the payment and receipts made. Due to Covid restrictions, it was not possible to hold such an event at the end of the 2019-2020 season, however trophies were still provided, resulting in a net expense of £2,486.

	2021 £	2020 £
Presentation receipts	-	2,498
Presentation expenditure	(2,486)	(7,811)
Net receipts/(expenditure)	<u>(2,486)</u>	<u>(5,313)</u>

7 Cash at Bank

During the financial year 2020 to 2021 an interest-bearing savings account was used to hold a significant part of the bank balance, and during the period £18.15 was earned in interest.