

BURWELL COMMUNITY SPORTS CENTRE

THE ANNUAL REPORT OF THE DIRECTORS/TRUSTEES FOR THE YEAR, 01/04/2022 – 31/03/2023

Charity; Burwell Community Sports Centre

Charity Registration Number; 1147828

Address; Burwell Sports Centre, Buntings Path, Burwell, Cambridge, CB25 0DD

The following directors/trustees served throughout the year.

Ivan Stiff as Chair

Martin O'Leary as Treasurer

The following directors/trustees left during the year.

Richard Olivey

David Moat

The following directors/trustees were appointed during the year.

Helen McMenamin-Smith

Valerie Rout

Burwell Community Sports Centre is a charitable company limited by guarantee. The company number is 07752933. The directors/trustees oversee the management of the sports centre. They employ a manager and several part-time staff to operate the centre. Directors/trustees are recruited locally. A representative of Burwell Parish Council, the minor local authority, attends meetings of directors/trustees in a non-voting capacity.

Activities during the year

At the start of the year our long-serving manager, Daniel Gullon, resigned to concentrate on his sports therapy studies at university. It was helpful that he gave several months' notice. He left at the end of June. He has been a very efficient and conscientious manager of the sports centre. We were fortunate to recruit Ben Hyde as our new full-time manager. He has considerable experience of working in the leisure industry. Ben started working at the sports centre at the beginning of September.

We ran a reduced program of activities in the summer as the centre was then staffed by two inexperienced 20-year-olds with assistance from two active directors/trustees. One of the 20-year-olds left in September to return to university. The other grew into the job and left in March 2023 to work full-time in the NHS. The manager recruited two new hard-working and capable part-time workers in September. We also recruited two new enthusiastic directors.

During the summer our landlord, Cambridgeshire County Council, installed new surface water drainage systems at the centre and resurfaced the car park. The car park had been prone to flooding following heavy rainfall. The council paid the costs of the project.

Following the success of a grant application to the Football Foundation for £25000, we arranged for Dura-Sport Ltd to resurface our ageing floodlit all-weather 5-a-side pitch. The total cost was £42214. We paid £17214 from the funds we have for pitch maintenance from the sinking fund. The resurfacing of the pitch soon led to renewed interest from the local football club and other groups of footballers to book the facility.

The new manager spent most of the autumn and winter familiarising himself with centre procedures, staff training and getting to know centre customers. He was able to run a full program of activities in the sports hall and studio.

This has been very much a transitional year as a result of the staffing changes.

Financial Report

In September 2022 we increased our prices by an average of 13% to cover the increase in staff and supply costs as a result of the rise in inflation. Burwell is situated in a high wage, low unemployment area. In order to recruit and retain staff, our pay rates have to compete with high local pay rates. We were concerned about the increases in the costs of electricity and heating oil.

Our financial target for this transitional and challenging year was to break even. The annual accounts show a net surplus of £743. We met the target. Earnings from ordinary activities rose from £73302 to £78596. As predicted, there were increases in staff and supply costs. Staff costs rose from £32019 to £36962. Electricity costs almost doubled from £5806 to £11586. Heating oil costs increased from £2855 to £3643.

The centre operates two reserve funds, neither of which is currently restricted as the funds have been generated from annual surpluses and unrestricted grants. Funds in the astro reserve fund were reduced to £29932 at 31/03/23 following the resurfacing of the pitch. The maintenance reserve bank account held funds of £38889 at 31/03/23. This may be required for replacement flooring in the sports hall. The business bank loan carries a fixed rate of interest of 2.5%. The balance outstanding on the loan at 31/03/23 was £15000.

Other matters

The charity does not hold any funds as custodian trustee on behalf of others.

Martin O'Leary
Company director, trustee and treasurer

BURWELL COMMUNITY SPORTS CENTRE LTD
A company limited by guarantee in England and Wales
ACCOUNTS FOR THE YEAR ENDED 31/03/2023

Charity reg no 1147828
Company no. 7752933

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	2023	2023	2022	2022
	£	£	£	
INCOME				
Total earnings for year		78596		73302
Grants and donations		0		25000
HMRC Job Retention Scheme		0		4350
Bank interest received		<u>102</u>		<u>7</u>
TOTAL INCOME		78698		102659
LESS EXPENSES				
Staff costs	36962		32019	
Fees to coaches	4744		3882	
Refreshments	773		398	
Building maintenance	1657		4567	
Astro maintenance	510		723	
Equipment maintenance	0		80	
Insurance	1918		2571	
Office and telephone	849		1130	
Electricity	11586		5806	
Heating oil	3643		2855	
Sports equipment	111		116	
Other equipment	13		159	
Equipment rental	874		864	
Licence fees	804		625	
Cleaning materials, recycling and waste collection	571		751	
Cleaning services	7404		6850	
Business rates	1663		849	
Water charges	153		304	
Loan interest	436		351	
Card machine charges	786		810	
Professional fees	113		95	
Professional subscriptions	60		60	
Accountancy	210		150	
Training	170		260	
Travelling expenses	115		18	
Staff uniform	0		215	
Advertising	180		180	
Other expenses	94		0	
Depreciation	<u>1556</u>		<u>544</u>	
TOTAL EXPENSES	77955	<u>77955</u>	67232	<u>67232</u>
NET SURPLUS FOR YEAR		743		35427

FIXED ASSETS AND DEPRECIATION

<u>Buildings</u>	£
Cost at 01/04/2022	409910
Less grants received in previous years	<u>293826</u>
	116084
<u>Floodlit all-weather pitch</u>	
Cost at 01/04/2022	127239
Add cost of improvements this year	<u>42214</u>
	169453
Less	£
Grants received in previous years	109193
Grants received this year	<u>25000</u>
	134193
	<u>134193</u>
	35260
Less depreciation claimed in previous years	<u>18046</u>
	17214
Less depreciation claimed this year	£17214/15 = <u>1148</u>
	16066

Depreciation in respect of the pitch improvements is to be claimed over a 15 year period

Equipment, furniture and fittings

	Equipment	Furniture and fittings	Total
Rate of depreciation	25%	25%	
	£	£	£
Value at 01/04/2022	511	1120	1631
Less depreciation	<u>128</u>	<u>280</u>	<u>408</u>
Value at 31/03/2023	383	840	1223

DEPRECIATION FOR YEAR

Floodlit all-weather pitch	1148
Equipment, furniture and fittings	<u>408</u>
Total depreciation	1556

BALANCE SHEET

	2022	2023	2022	2022
	£	£	£	£
<u>Fixed assets</u>				
Buildings		116084		116084
Floodlit all-weather pitch (astro)		16066		0
Equipment, furniture and fittings		<u>1223</u>		<u>1631</u>
		133373		117715
<u>Current assets</u>				
Cash at bank				
current account	3331		7751	
astro reserve account	29932		47102	
maintenance reserve account	38889		38830	
Cash in hand	325		663	
Debtors	8941		5528	
Prepayment	94		90	
Stock				
refreshments	269		471	
heating oil	<u>1000</u>		<u>400</u>	
	82781		100835	
Less				
Creditors	2192		831	
Loan	<u>15000</u>		<u>19500</u>	
	65589	<u>65589</u>	80504	<u>80504</u>
		198962		198219
<u>Capital Account</u>				
Balance brought forward		198219		162792
Add net surplus		<u>743</u>		<u>35427</u>
Balance carried forward		198962		198219

These accounts and financial statements for the year ended 31/03/2023 have been prepared by the treasurer of Burwell Community Sports Centre Ltd, M J O'Leary. He is a director of the limited company and a trustee of the charity

Independent Examiners Report on the Accounts of Burwell Sports Centre

Year Ended 31 March 2023

The trustees of Burwell Sports Centre are responsible for the preparation of the accounts, and consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items of disclosure in the accounts, and seeking explanation from you as trustees concerning 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.

In the course of my examination, no matter has come to my attention which:

- gives me reasonable cause to believe that in, any material respect, the requirements to:
 - keep accounting records in accordance with section 130 of the Charities Act; and
 - prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act; have not been met; or
- in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



Stuart Hunter FCCA
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Dated: 7 September 2023