

BURWELL COMMUNITY SPORTS CENTRE

THE ANNUAL REPORT OF THE DIRECTORS/TRUSTEES FOR THE YEAR,
01/04/2023 -
- 31/03/2024

Charity; Burwell Community Sports Centre
Charity Registration Number ; 1147828
Address; Burwell Sports Centre, Buntings Path, Burwell, Cambridge, CB25
0DD

The following directors/charity trustees served throughout the year

Ivan Stiff
Martin O'Leary
Helen McMenamin-Smith
Valerie Rout

The following directors/charity trustees were appointed during the year

Quentin Cooke
Flora May Waterhouse

Ivan Stiff stepped down as chair in August 2023. Helen McMenamin-Smith replaced him as chair.

BCSC 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 board meetings in a non-voting capacity. A representative of one of the centre's largest users, Soham Roller Hockey Club, also attends board meetings in a non-voting capacity.

Activities during the year

We were able to run a full program of activities throughout the year. We appointed a part-time business development manager in June 2023 to work with the manager to bring new bookings to the centre and boost existing activities. This proved to be a successful initiative in generating income for the centre. We improved our use of social media to advertise activities at the centre, while developing a new website. This was also the year when more people returned to indoor sports and exercise activities following the pandemic.

The stay and play sessions for parents and toddlers run by Cambridgeshire County Council grew in popularity. Our badminton coaching sessions for children and teenagers were fully booked. The

Performance Without Limits dance school extended their use of the studio to 17 hours a week during school term-time with a further 4 hours tuition in the sports hall. There have been concerns nationally about teenage girls giving up sport and exercise. At a local level the dance school is addressing that issue as it is very popular with teenage girls. Soham Roller Hockey Club also expanded. The club is family oriented providing coaching to boys and girls from the age of six and running teams and tournaments for different age groups. Our weekly public rollerskating sessions proved to be extremely popular. The number of children's birthday parties increased.

The floodlit five-a-side football pitch (the astro) was fully booked on weekday evenings during the winter. Several groups of footballers play on the astro throughout the year. The number of those regular weekly bookings have increased, providing a steady stream of income.

Burwell Badminton Club, Burwell Table Tennis Club and Burwell Karate Club continue to thrive at the centre. We have also introduced several new exercise classes. Our Mature and Active exercise sessions for over 55's, including badminton, Tai Chi and carpet bowls, are well attended.

Financial Report

Turnover for the year was £115623. This is the highest figure of annual earnings ever recorded for the centre, resulting from the popularity and expansion of activities at the centre. Bank interest received amounted to £827. However, expenses increased to £112526, reducing the annual surplus to £3924. Staff costs rose to £53367 from £36962 in 2022/2023. The staff costs for 2023/2024 were 46% of turnover, a reduction of 1% from the previous year. It was the increase in electricity costs from £11586 in 2022/2023 to £20366 in 2023/2024 that dragged this year's surplus down. We are taking action to reduce electricity costs by changing provider, negotiating a cheaper tariff and replacing fluorescent lighting with LED lighting.

During the year improvements were made to the refreshments area. The carpeting in the foyer was replaced.

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 held in the astro reserve account were £30297 at 31/03/2024. Funds in the maintenance reserve account were £38294 at 31/03/2024. The business bank loan carries a fixed rate of interest of 2.5%. The balance outstanding of the loan at 31/03 2024 was £10500.

Other matters

There were no serious incidents at the sports centre
No employee earned over £60000 in 2023/2024.

Martin O'Leary

Treasurer and a Director of Burwell Community Sports Centre

BURWELL COMMUNITY SPORTS CENTRE
A company limited by guarantee in England and Wales
ACCOUNTS FOR THE YEAR ENDED 31/03/2024

Charity reg no 1147828
Company no 7752933
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	2024	2024	2023	2023
	£	£	£	£
INCOME				
Total earnings for year		115623		78596
Bank interest received		<u>827</u>		<u>102</u>
TOTAL INCOME		116450		78698
LESS EXPENSES				
Staff costs	53367		36962	
Fees to coaches	4800		4744	
Building maintenance	5684		1657	
Astro maintenance	1040		510	
Electricity	20366		11586	
Heating oil	2723		3643	
Insurance	2959		1918	
Office and telephone	790		849	
Refreshments	4345		773	
Sports equipment	41		111	
Other equipment	298		13	
Equipment rental	515		874	
Licence fees	789		804	
Cleaning services	7434		7404	
Cleaning materials, recycling and waste collection	1428		571	
Business rates	1035		1663	
Water charges	468		153	
Loan interest	324		436	
Card machine charges	1002		786	
Professional fees	135		113	
Professional subscriptions	60		60	
Accountancy	245		210	
Training	120		170	
Travelling expenses	340		115	
Advertising	0		180	
Other expenses	0		94	
Bad and doubtful debts	432		0	
Depreciation	<u>1786</u>		<u>1556</u>	
TOTAL EXPENSES	112526	<u>112526</u>	77955	<u>77955</u>
NET SURPLUS FOR YEAR		3924		743

FIXED ASSETS AND DEPRECIATION

<u>Buildings</u>	£
Cost at 01/04/2023	409910
Less grants received in previous years	<u>293826</u>
	116084
<u>Floodlit all-weather pitch</u>	
Cost before improvements	127239
Less grants received in previous years	<u>109193</u>
	18046
Less depreciation claimed in previous years	<u>18046</u>
	0
Cost of improvements in 2022/2023	42214
Less grant received	<u>25000</u>
	17214
Less depreciation claimed previously	<u>1148</u>
	16066
Depreciation claimed this year £17214 x 15% =	<u>1148</u>
	14918

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

Equipment, furniture and fittings

	Equipment	Furniture & fittings	Total
Rate of depreciation	25%	25%	
	£	£	£
Value at 01/04/2023	383	840	1223
Additions this year	<u>0</u>	<u>1328</u>	<u>1328</u>
	383	2168	2551
Less depreciation	<u>96</u>	<u>542</u>	<u>638</u>
Value at 31/03/2024	287	1626	1913

DEPRECIATION FOR YEAR

Floodlit all-weather pitch	1148
Equipment, furniture and fittings	<u>638</u>
Total depreciation this year	1786

BALANCE SHEET

	2024	2024	2023	2023
	£	£	£	£
<u>Fixed assets</u>				
Buildings		116084		116084
Floodlit all-weather pitch (astro)		14918		16066
Equipment, furniture and fittings		<u>1913</u>		<u>1223</u>
		132915		133373
<u>Current assets</u>				
Cash at bank				
current account	6308		3331	
astro reserve account	30297		29932	
maintenance reserve account	38294		38889	
Cash in hand	941		325	
Debtors	9374		8941	
Prepayments	98		94	
Stock				
refreshments	691		269	
heating oil	<u>400</u>		<u>1000</u>	
	86403		82781	
Less				
Creditors	5932		2192	
Loan	<u>10500</u>		<u>15000</u>	
	69971	<u>69971</u>	65589	<u>65589</u>
		202780		198962
<u>Capital Account</u>				
Balance brought forward		198962		198219
Add net surplus		<u>3924</u>		<u>743</u>
Balance carried forward		202886		198962

These accounts and financial statements for the year ended 31/03/2024 have been prepared by the treasurer of Burwell Community Sports Centre, 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 2024

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
2 The Leys
Burwell
Cambridgeshire
CB25 0DZ

Dated: 31 July 2024