



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From Oct 19**  
**Period end date**

**Period start date To August 20**

**Charity name: Abbots Bromley Sports Association limited**

**Charity registration number: 1165021**

## **Objectives and Activities**

### **Introduction**

It gives me great pleasure to introduce Abbots Bromley Sports Associations fifth Annual report, which sets out, for our supporters and the community, our achievements over the year as a Charity and our continuing commitment to future aspirations and plans.

During the period of this report The Charity was still in fund raising, building and development mode, and no activities are occurring at the new site, or any income generating operations. However, since the easing of Covid restrictions, we are now undertaking operations and activities on the new site.

As with other organisations the period between February 2020 and the end of August was entirely restricted due to Covid 19 pandemic, and as such there was virtually no activity within the charity, other than continuing to keep in contact to ensure that people were safe and that we communicated in some form with our community.

Phase II of the project was fully funded prior to the advent of Covid 19, as was a successful resolution to the lease arrangements with the Woodard Foundation.

However, work was suspended entirely between February and July 2020, and the ability to raise funds was nil.

Clearly, this has again halted the timings for completion of the project development and has caused extreme stress on our finances, and in our ability to deliver certain phases of work as per the conditions set out by the principle funders involved.

However, we have managed to complete and remain above the line, and are now operating within our planned parameters

As in previous years I should like to thank each and every one in Abbots Bromley and the surrounding area for all that has already been achieved in your name. The progress we continue to make, despite enormous challenges on a global scale are a testament to your generosity and your unwavering support, moving us towards our vision of an integrated community facility for sport, health and social inclusion for all members of the community in which we live.

It is our intention to get back on track over the next 18 months and attempt to bring the project on some sort of even keel. Trustees are aware of the need for some form of regular income in addition to large scale fund raising for development, and this will be a focus in 2021 and 2022.

Chris Wood

ABSA Chair

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p><b>Purpose</b></p> <p>Abbots Bromley Sports Association has a clear and stated purpose as a charity and as an organisation:</p> <p>To promote for the benefit of the inhabitants of Abbots Bromley and the surrounding area the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>ABSA has a vision to provide stability and leadership in sport and recreation within the community through collaboration with schools, existing clubs and societies and the local authority through the provision of well-maintained and safe facilities coupled with a progressive approach to ongoing investment, and to do so within a sustainable manner to enable future generations to be active and enjoy sport over time.</p> <p>To fulfil this both the purpose and vision Trustees recognise the need for short, medium and long term strategies. The short term is encapsulated in the need to complete Phases 1 to 3 in establishing a long term future for cricket and football at the new facility in Lichfield Road, for which there are rigorous plans in place and delivery is well underway, however momentum has to be maintained.</p> <p>In the medium term, ABSA will look to provide tennis, netball, an all weather</p>

		<p>facility and to engage with all other existing sports and recreation organisations to establish their needs going forward. This will include working with disability groups, Evergreens and Age Concern to provide activity based social inclusion projects for everyone.</p> <p>In the longer term, ABSA hopes to establish itself within the village as a community hub, owned and operated by the community, working in harmony with existing organisations, facilities and structures to bring about improved social inclusion, education as well as sport and recreation for current and future generations to enjoy and develop as the needs of society change</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The Trustees have full regard for the guidance provided by the Charity Commission and are governed through and in respect of all guidance and legislation regarding Charities</b>

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	To date the Trusts approach to social investment is through the Charities purpose and transparency to the community which it serves. The Trustees will form a social investment policy in due course as the development of the facilities increases
Contribution made by volunteers	Para 1.38	<p>All Trustees and community work is fully voluntary.</p> <p>We now have volunteers working on fund-raising, maintenance contracts and governance. Voluntary contribution is now 100% of our activity with over 80 hours a week recorded activity.</p>
Other		<p><b>Partnerships</b></p> <p>The Trust has actively sought to establish close working collaboration with all of the clubs, associations and institutions within the community.</p> <p>In particular, ABSA continues to work with and alongside, and be actively supported by the Parish Council, East Staffordshire Borough Council, Richard Clarke Primary School and Woodard Foundation Board The nature and purpose of these relationships is</p>

		<p>not just practical in terms of financial support and commercial interactions, but to ensure that the Trust is inclusive in its development of sport and health and well-being to all of those who live, work and study in the community.</p> <p>The Trust has further extended its reach on partnering and is amply supported by the British Legion, Parish Church, Evergreens, and Burton Albion Community Trust and Football Club.</p> <p>Going forward ABSA, as an inclusive and important community project, will seek alliances and relationships both within the community and beyond to ensure it continues to deliver its vision and its purpose for all.</p>
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## Achievements and Performance

	SORP referenc e	
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Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.

Para  
1.20

## The New Sports Facilities

The development of the new ground has been split into three Phases:

### Phase 1 – Cricket Ground

The ground works commenced in August 2016 with the levelling of the site to create a new cricket ground with a 12-pitch cricket square. An estimated 10000 tonnes of soil were moved and the cricket square was seeded before the autumn. In the last few weeks, the contractors have returned to finish the installation of a full sports ground drainage system, feeding a natural balancing pond behind the site of the proposed pavilion, and have seeded the cricket outfield. At the same time we have installed mains electricity to the site but not yet connected. Following completion, a minimum of 18 months is necessary for the soil to compact before cricket can be played on the new square.

COMPLETED and will be ready in 2019\20.



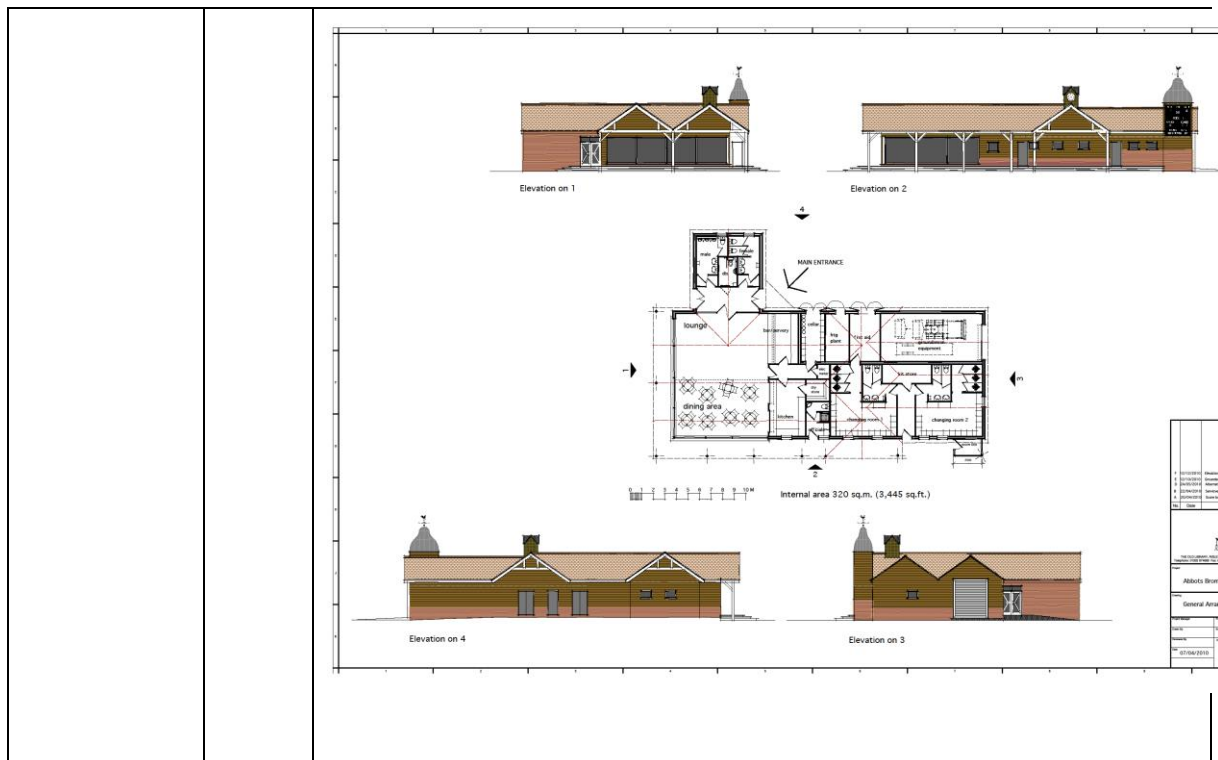
### Phase 2 – Football/Sports Pitches –Access-Temporary Facilities-Car Parking and Maintenance Equipment - £360,000

The Charity has secured 73% funding for all of Phase II from Football Foundation and Staffordshire FA and the match funding from personal donations, fund raising events, ECB Loans and Parish Council

The work was planned for 2019 but circumstances outside of the Charities control have resulted in this Phase being postponed until 2020 whilst funding pre-conditions surrounding the new lease arrangements have been met.



		<p><b>(I can confirm the new arrangements have been met, the funds are secure and the work for Phase II is near completion as of September 2020)</b></p> <p>It should however be noted that the global pandemic has severely compromised the charities fund raising, however, through the support of local businessmen, individual residents, Staffordshire FA and the Football Foundation, with additional funds from our local counsellor, we have enough financial resources to complete our obligations on Phase II match funding.</p> <p>Our financial controls are strong and as we have no direct costs to individuals or services we are still financially stable.</p> <p><b>Phase 3 – Clubhouse – projected cost £400,000</b></p> <p>The final phase of the development will be tennis and netball courts and the building of a community clubhouse for use with all the sporting activities, and as a community hub. This will be a low-cost timber framed building which will be fitted to a high specification and will have conservation and low maintenance in mind. The foundations for this building are being redesigned possibly to allow for a temporary construction if affordability becomes an issue at the final stage.</p> <p>In the short term we have acquired temporary buildings, refitting to a high spec to facilitate showers and changing rooms whilst building is underway.</p>
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### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Phase 1 completed in full and ahead of schedule. Missed deadlines on completing Phase II due to external factors outside of our control
Performance of fundraising activities against objectives set	Para 1.41	All fundraising objectives for Phase 1 have been met in full. Fundraising objectives for Phase 2 have been met in full, including reserves for match funding Fundraising for Phase 3 and subsequent Phases not yet set
Investment performance against objectives	Para 1.41	n/a
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Please see attached year end accounts, approved by the Board and filed with Companies House
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	None in the year
Amount of reserves held	Para 1.22	<b>N/A</b>
Reasons for holding zero reserves	Para 1.22	There was no need for reserves in the year as all the money was already allocated to building projects and to match funding with the exception of an ongoing bank balance of £2000
Details of fund materially in deficit	Para 1.24	<b>Nil</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The Trustees continually risk assess each Phase of work. Phase 1 is complete and fully funded. Phase 2 funding has been delayed however Trustees have reduced costs over the 12 months period to ensure match funds are available in 2020. The Trustees have no current concerns as to the Charities going concern as we are still in fundraising mode rather than a continuous I&E strategy.

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>Financial Report</b> Grants: ECB Football Foundation Sport England Garfield Weston Local Authorities: Parish Council ESBC Neighbourhood Forum: Donations: Personal and Individual Organisations Charity Annual Dinner Promise Auction Fashion Show Commercial Sponsors
Investment policy and objectives including any social investment policy adopted	Para 1.46	The Charity currently has no objectives regarding investments as it is fully engaged with fund raising to establish the facilities and the environment to then deliver the community benefit, at which point the Charity will create a social investment policy and fund for the future
A description of the principal risks facing the charity	Para 1.46	The Trustees have regard to the following risks: <ol style="list-style-type: none"> <li>1. Lack of support from principle funding bodies for future Phases.</li> <li>2. Lack of support from the community for future Phases.</li> </ol>






		<ul style="list-style-type: none"> <li>3. Future financial viability of membership clubs</li> <li>4. Managing inflationary costs of maintenance.</li> <li>5. Change of landlord and inflationary lease costs</li> <li>6. No medium term income stream</li> <li>7. Long term impact and continuance of Covid 19</li> </ul>
Other		


## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Charter</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Unincorporated Charitable Association. See attached</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	AS per constitution




### Additional information (optional)



You may choose to include further statements where relevant about:



Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p>Trustees are inducted through the Chair. The following are shared with Trustees as er guidance, and will form future policy.</p> <ul style="list-style-type: none"><li>• the charity's governing document</li><li>• the charity's latest annual report and accounts</li><li>• minutes of recent trustee meetings</li><li>• the charity's policy on dealing with conflicts of interest</li><li>• any other key documents which trustees will need, for example, the charity's strategic plan and its vision and values or mission statement</li><li>• Safeguarding policy</li><li>• Diversity policy</li><li>• Membership arrangements</li></ul>				
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<table><tr><td colspan="2"><b>The Board of Trustees</b></td></tr><tr><td></td><td><p>Chris Wood – Chair</p><p>Chris has lived in Abbots Bromley for 39 years. He has over 39 years' executive experience in global corporates, followed by six years of running his own business whilst at the same time working in a senior leadership</p></td></tr></table>	<b>The Board of Trustees</b>			<p>Chris Wood – Chair</p> <p>Chris has lived in Abbots Bromley for 39 years. He has over 39 years' executive experience in global corporates, followed by six years of running his own business whilst at the same time working in a senior leadership</p>
<b>The Board of Trustees</b>						
	<p>Chris Wood – Chair</p> <p>Chris has lived in Abbots Bromley for 39 years. He has over 39 years' executive experience in global corporates, followed by six years of running his own business whilst at the same time working in a senior leadership</p>					

			<p>level in the public sector.</p> <p>Chris held international directorate posts in sales, sales support, logistics and corporate affairs for Johnson &amp; Johnson Ltd, the most diverse healthcare company in the world. Following his corporate career he held non-executive and Chair of the Board of Directors of Burton Hospitals Foundation NHS Trust</p>
			<p>John Stevenson</p> <p>John has lived in Abbots Bromley since 1977 and has been a member of ABCC for forty years now. John is a Chartered Surveyor recently retired from his role as a Director of John German, a Midland wide firm. John specialised in land and development as well as all aspects of professional practice valuations and expert witness cases.</p> <p>John has been Chairman of the Cricket Club as well as Secretary and Treasurer. He is now working towards the delivery of a new ground alongside</p>

			<p>many other people and at the moment is Vice Chairman of the Cricket Club.</p>
			<p><b>Ian Haywood</b></p> <p>Ian has spent the majority of his life living in Abbots Bromley. During that time he has been Treasurer of Abbots Bromley Cricket Club, a manager &amp; coach of Abbots Bromley Junior Football Club. Currently he coaches junior cricket (ECB level 2 coach), is the 2<sup>nd</sup> XI vice-captain &amp; is jointly responsible for the facilities at ABCC. He is also a member of the Tennis &amp; Badminton club. His professional background is in Civil Engineering, he has remained at his current employer (based in the West Midlands and in Scotland) for the past 20 years, where he holds the post of Commercial Director.</p>

			<p>Dave Jones</p> <p>Resigned due to move to Scotland. February 2019</p>
			<p>Louise Haywood</p> <p>Louise grew up in Abbots Bromley and returned in 1996 with her own family. Over the years she has supported the cricket, football and tennis clubs in the village through her children's sport and has been an active committee member for Junior Football and is currently Welfare Officer of the Cricket Club. Her professional background is in Human Resources and Organisational Development and for the last nine years has been School Manager at The Richard Clarke First School in the village.</p>
			<p>Christine Gilchrist</p> <p>Resigned due to move out of area. August 2019</p>

		 <p>Glen Roberts</p> <p>Glen has lived in Abbots Bromley since 1993 and has played for and held various roles on the Committee of Abbots Bromley Cricket Club. His Career background is in Electronic Engineering and is currently Industrialisation Manager and Brilliant Factory Program Leader for GE Grid Solutions and is based in Stafford UK.</p>
		 <p>Andy Kirkland</p> <p>Andy Kirkland has lived in Abbots Bromley for almost 50 years being an active member of the Cricket and Football teams. He has been a playing member of Abbots Bromley Cricket Club for 44 years having been Second X1 Captain and Ground and Facilities Chairman. He has a background in Health and Safety and Facilities Management, currently being Facilities Manager for INSPIRED Gaming Incorporation.</p>

		 <p>Phil Ryan</p> <p>Phil resigned in January 2020 as he left the Parish Council</p>
		 <p>Mark Hurst</p> <p>Resigned due to other commitments.</p> <p>March 2019</p>
	Para 1.51	<p><b>Tara Stevenson.</b></p> <p>Tara is a local mother and long term resident of Abbots Bromley. As a young mother of two daughters she is well known and respected for her support of the community, her work with the local school and in particular, as a Trustee of the Tom Thumb Nursery. She has helped with fund raising for ABSA for many years and as an opportunity came up as a Trustee, joined the Board in 2019</p> <p><b>Nigel Richards</b></p> <p>Nigel is born and bred in Abbots Bromley, where he resides with his wife and two adolescent children. Nigel is a successful engineer with senior positions in large energy companies such as GEC and others. Nigel is a keen sportsman, and has given over much of his personal time to creating, administering and coaching the junior football in and around Abbots Bromley. He has a keen eye and excellent experience in good governance and planning. Nigel joined the Board in 2018 and became a Trustee in May 2019</p> <p><b>N/A</b></p>

Relationship with any related parties		
Other		<b>All Trustees complete Conflict of Interest annually.</b>

## Reference and Administrative details

Charity name	Abbots Bromley Sports Association
Other name the charity uses	
Registered charity number	1165021
Charity's principal address	Manor Farm, Hall Hill Lane, Abbots Bromley, Staffordshire, Ws153DG



### **Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
Chris Wood		
John Stevenson		
Ian Haywood		
Louise Haywood		
Andrew Kirkland		
Nigel Richards		
Tara Stevenson		
Glen Roberts		

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

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

### Additional information (optional)

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

Type of adviser	Name	Address

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

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (eg Secretary, Chair, etc)		
Date		

# **ABBOTS BROMLEY SPORTS ASSOCIATION**

( A company limited by guarantee and not having a share capital)

Company No. 8756510

ABRIDGED ACCOUNTS  
FOR THE YEAR ENDING

31st October 2020

**Registered Charity 1165021**

# **Abbots Bromley Sports Association**

Abridged balance Sheet at 31st October 2020

Note	2020 £	2019 £
<b>Fixed Assets</b>		
Tangible assets		
<b>Current Assets</b>		
Debtors		
Cash at Bank	24,899 ✓	19,770
	24,899	19,770
<b>Creditors</b>		
Pre paid income		-
Creditors (see notes P3 )	9,360	0
<b>Net Current Assets</b>	15539	19770
	15539	19770
Represented by:		
<b>Accumulated Fund</b>		
Opening Balance	19,770	7,023
Net income from Year	- 4,231	12,747
	15539	19770

The Director's statements required by Sections 475(2) and (3) are shown on the following page which forms part of the balance sheet

# Abbots Bromley Sports Association

Abridged Balance sheet (continued)

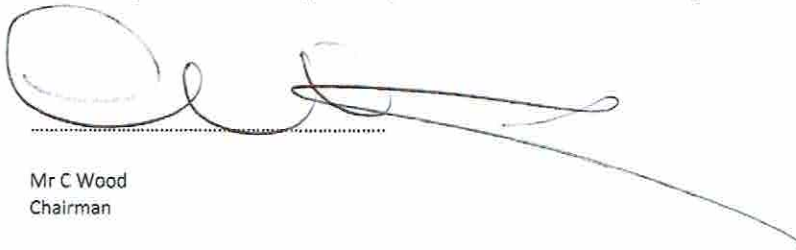
Directors statements required by Sections 475(2) and (3)  
For the year ending 31st October 2020

In approving these abridged accounts as directors of the company we hereby confirm:

- (a) that for the period stated above the company was entitled to the exemption conferred by Section 477 of the Companies Act 2006
- (b) that no notice has been deposited at the registered office of the company pursuant to Section 476 requesting that an audit be conducted for the year ending 31st October 2020
- c) that we acknowledge our responsibilities for:
  - (i) ensuring that the company keeps accounting records which comply with Section 386, and
  - (ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial period and of its profit or loss for the period then ended in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

These abridged accounts have been prepared in accordance with the provisions applicable to the companies subject to the smaller companies regime.

These abridged accounts were approved by the board on 8th June 2021 and signed on its behalf by:



.....

Mr C Wood  
Chairman

# Abbots Bromley Sports Association

## Notes to the Abridged Financial Statements

For the year ending 31st October 2020

### 1. Accounting Policies

#### 1.1 Accounting Convention

These financial statements were prepared under the Historical Cost Convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

#### 1.2 Income

Income represents donations, fund raising events and grants received by the company during the period.

#### 1.3 Tangible Fixed Assets and Depreciation

The company held no Tangible Fixed Assets during the period.

#### 1.4 Creditors

DW Shotton Landscape Ltd - agreement to defer payment of £9360 (part of invoice 20/25) until December 2020

**Abbots Bromley Sports Association**  
**Income & Expenditure**  
Year ending 31st October 2020

Income

Fundraising & Donations		170570 ✓
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Expenditure

Creditors	9360 ✓	
Materials	1324	
Fundraising Expenditure	118 ✓	
Insurance	641 ✓	
Contractors Payments	160808 ✓	
Fees Legal	360 ✓	
Bank Charges	63 ✓	
Equipment	2127 ✓	
	174801 ✓	174801

Net Income		-4231
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( A company limited by guarantee and not having a share capital)

Company No. 8756510

ABRIDGED ACCOUNTS  
FOR THE YEAR ENDING

31st October 2020

**Registered Charity 1165021**

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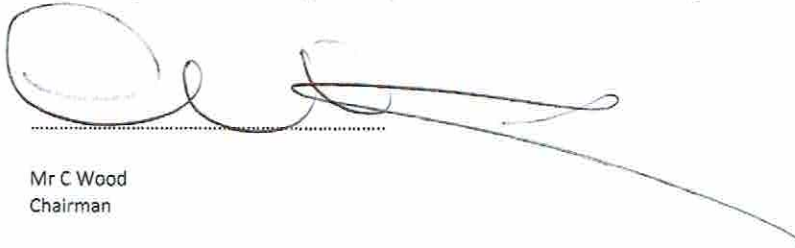
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**Abbots Bromley Sports Association**  
**Income & Expenditure**  
Year ending 31st October 2020

Income

Fundraising & Donations		170570 ✓
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Expenditure

Creditors	9360 ✓	
Materials	1324	
Fundraising Expenditure	118 ✓	
Insurance	641 ✓	
Contractors Payments	160808 ✓	
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Equipment	2127 ✓	
	174801 ✓	174801

Net Income		-4231
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