



TEAM BATH AC

TRUSTEES ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021



CHARITY NUMBER 1165972



Team Bath Athletic Club

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their Annual Report and Independent Examiner's Report for the year ended 31 March 2021. Previous accounts have been prepared on a Receipts and Payments basis but this year the Club has moved to an Income and Expenditure basis; the comparative figures have accordingly been restated, which reduced the level of reserves at 31 March 2020 by £1,466.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and the Republic of Ireland - Charities SORP (FRS 102).

REFERENCE AND ADMINISTRATION DETAILS

Team Bath Athletic Club is a Charitable Incorporated Organisation (CIO), registered number 1165972.

Registered Address: Team Bath Athletic Club, Sports Development Office, Sports Training Village, University of Bath, Claverton Down, Bath BA2 7AY.

Phone: 07810 727743, e-mail manager@teambathac.org website www.teambathac.org

The Trustees who served during the year, or who have been appointed since, are:

Ilana Wigfield	Chair	Andy Mullett	Treasurer
Simon Brace		Kim Barfoot-Brace	
Paul King		Mike Thompson	
Roy Hayward	Appointed 3 February 2021	Barry Hughes	Appointed 5 May 2021
Joe Hutchison	Appointed 5 May 2021	Jim Rutherford	Resigned 26 Oct 2020

Independent Examiner Dione Hicks FCA, DR Hicks Chartered Accountants

TeamBath AC employs Julia Waldron as Club Manager and Lynsey Redwood as Administrator (replaced by Lisa Bennett in May 2021), and also employs coaching staff on zero-hours contracts.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document - this is an 'Association' Model Constitution of a CIO with voting members other than its charity trustees. It was adopted on 10 March 2016

Trustees - are elected at the Annual General Meeting. The members or the charity trustees may at any time decide to appoint a new charity trustee. A person so appointed by the members of the CIO shall retire at the next AGM and stand for election. At every annual general meeting of the members of the CIO, one-third of the charity trustees shall retire from office. Any person who retires as a charity trustee by rotation or by giving notice to the CIO is eligible for reappointment. A charity trustee who has served for three consecutive terms may not be reappointed for a fourth consecutive terms but may be reappointed after an interval of at least three years.



Team Bath Athletic Club

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT (CONTINUED)

Relationship with related parties - Team Bath Athletic Club is affiliated to and registered with UK Athletics and England Athletics. Members are also registered with these organisations for competition. These bodies also provide registration of coaches, which includes Disclosure and Barring Services checks and a Coach Education programme. UK Athletics provides Public Liability Insurance for all registered clubs, which covers all athletic events, training, and most aspects of club administration. Team Bath Athletic Club is also affiliated to regional Athletics Associations which provide the athletics competition for Club members.

Major Risks - the principal risks facing the Club arise from public and employee liability and safeguarding issues which can arise during events, training, and coaching sessions.

- **Insurance** - the Club has appropriate insurance with Bluefin Insurance Services, part of the Aviva group. Appropriate insurance cover is also provided by UK Athletics as an affiliated club.
- **Safeguarding** - the Club has two Welfare Officers as recommended by England Athletics: Phillippa Spruit, with a background in counselling and Tom Hutchison with a background in child health. Over most of the past year club meetings have been reduced, altered or cancelled due to Covid19. The Officers have not had to deal with any crisis issues. They have supported the committee, being aware of the mental health consequences of Covid and in trying to keep a good level of communication with club members and paid staff during the pandemic. Issues arising have been around mental health and training, and about arrangement for the collection of child members of the club after training. Both Phillippa and Tom have offered to continue in this role and will be organising first aid training for athletes, coaches and volunteers. There are policies and procedures in place surrounding safeguarding, which are regularly reviewed.

Public Benefit - Team Bath Athletic Club is not targeted at specific groups. People of all ages and abilities over age 8 are welcome. As well as programmes for young people we also run adult beginner training groups so that those who are new to athletics are fully catered for and encouraged. The only decisions about which individuals may join are those relating to availability within a group and the group which is most suitable for the athlete's current level of ability. Decisions about which groups exist depend on the availability of coaching staff and other resources. In organising and managing these activities the trustees have carried out the charity's purposes in a way which:

- is in accordance with the charity's purpose
- is for the public benefit
- has regard to the commission's public benefit guidance where relevant
- is in accordance with the general framework for trustee decision making

OBJECTIVES AND ACTIVITIES

Objectives

The object of Team Bath Athletic Club is the promotion of community participation in healthy recreation by the provision of facilities, coaching and equipment for athletics.

Activities

To achieve this:

- the Club hires the University of Bath Sports Training Village athletics facilities for the exclusive use of members, for a total of 6 hours, on three occasions in a week. During these sessions, training is provided by qualified club coaches.
- Club members also meet informally to train outside these times
- By joining the Club, members become affiliated to England Athletics which provides sports insurance and a range of additional benefits associated with the sport of athletics.
- The Club organises races and athletics meetings and enters teams in athletic events.
- The club has a newsletter and website about all aspects of local running.
- The club runs 365 - an introduction to athletics course for 9 to 13 years olds



Team Bath Athletic Club

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021

OBJECTIVES AND ACTIVITIES (continued)

Both junior and senior athletes in the Club compete and achieve at all levels in the sport, and their achievements are a result of the strong coaching team and structure and organisation of the regular training sessions. There is undoubted benefit to the self-esteem, health, and well-being of all of the members as a result of the training and coaching sessions and participation in athletic events.

The increase in numbers for adult beginner training groups also demonstrates that we are providing access to healthy recreation for an increasingly wider public.

The 365 programme, which provides access to athletics for 9 to 13 year olds, continues to increase in popularity and we continue to recruit and train new coaches to take these groups. This 365 programme provides athletics coaching for young people which is not available elsewhere, providing a healthy recreational activity and athletic development. Many of the young people joining this programme have developed and joined the main body of young athletes in the club who take part in athletics competitions. As a result the strength of our athletics teams has improved and we perform well in athletics league events.

ACHIEVEMENTS AND PERFORMANCE

In common with other sports Clubs, Covid19 had a very serious impact on the Club. We ceased all organised training activities at the end of March 2020, furloughing the Club Manager and all coaching staff but continuing to employ the Administrator to ensure the basic admin functions continued. Training at the University of Bath Sports Training Village briefly resumed at the beginning of October but ceased a couple of weeks later, and the planned 365 programme was cancelled, so the Club remained closed until early in April 2021.

However, during the year, some activities did take place:

- The Cotswold Way Relay, the Club's flagship off-road event, took place in a virtual format and we were pleased that 320 athletes took part - 65 teams completed 5 stages either north or south ends of the trail and 10 teams completed all 10 stages. There were neither charges nor prizes for this virtual event however many athletes from local clubs wrote thanking us for organising this covid safe opportunity to have a race once more:
- The Club entered teams in other virtual races, including the British Masters Mile challenge, and organised a monthly 5k virtual challenge:
- Club coaches were able to continue to provide guidance to athletes through various social media channels;
- Outdoor training around St Johns Field resumed in October 2020, for pre-booked socially distanced training sessions.

The Club currently (October 2021) has 519 members, split between full members (353), juniors in the Autumn 2021 365 programme (100), other student and youth members (32), and members of the coaching staff, trustees etc (34).



Team Bath Athletic Club

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021

FINANCIAL REVIEW (continued)

In previous years the principal sources of income for the Club were membership subscriptions and enrolment fees for the 365 programme, and income from races and athletics meetings. As a result of Covid19, although some members generously supported the Club by continuing their monthly subscriptions, income from activities fell from £101,000 in the previous year to £30,600, but the Club received £23,500 in Coronavirus Job Retention Scheme payments to fund those staff and coaches who were furloughed, so total income amounted to £54,100.

The Club's payroll fell by £9,000, due to staff being furloughed (including coaches on zero hours contracts) while other costs fell by £53,000, as we were not hiring the facilities at the University of Bath or paying out direct athletics costs. These reduced costs more than offset the reduction in income so there was a deficit of £9,300 for the year, which was £15,400 better than in the previous year. The deficit reduces unrestricted reserves to £32,543, mainly held as bank balances with HSBC and Bath BS.

Since the start of the current financial year the Club has recommenced training activities at University of Bath and restarted the 365 programme, with all admin and coaching staff unfurloughed from April 2021 onwards; the costs of coaching staff and facilities hire means that these activities are again running at a loss. A very successful Cotswold Way Relay was held in June 2021, with 100 teams of ten runners taking part, which has produced a substantial surplus to help boost Club funds, but it is likely that there will be a further deficit for the current financial year.

The Trustees believe that the reserves held at 31 March 2021 will be sufficient to cover any deficits during the current and following financial years so the Club will continue as a going concern over the course of the next twelve months. The Trustees are continually monitoring the ongoing financial situation and considering ways in which the Club's finances can be rebalanced.

The trustees approved the Trustees' Annual Report at their meeting on 27 October 2021, which is signed on behalf of the charity's trustees by

A handwritten signature in black ink that reads 'Andrew Mullett'.

Ilana Wigfield
Chair

Andrew Mullett
Treasurer



Team Bath Athletic Club

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF TEAM BATH ATHLETIC CLUB FOR THE YEAR ENDED 31 MARCH 2021

I report to the members on my examination of the accounts of Team Bath Athletic Club for the year ended 31 March 2021.

Respective responsibilities of Trustees and examiner

The Trustees are responsible for the preparation of the accounts. The Trustees 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; follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act); and state whether particular matters have come to my attention.

Basis of independent examiner's statement

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 or disclosures in the accounts and seeking explanations from the 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 respect, the requirements to keep accounting records in accordance with section 130 of the Charities Act; and to prepare accounts which accord with the accounting records, and comply with the accounting requirements of the Charities Act have not been met; or
- 2) to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.

A handwritten signature in black ink that reads 'Dione Hicks'.

Ms Dione Hicks FCA

DR Hicks Chartered Accountants
107 Penn Hill Road
Bath
BA1 3RU

31 January 2022



Team Bath Athletic Club

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

		Year ended 31 March 2021			2020
		Unrestricted	Restricted	Total	(Restated)
INCOME					
Membership Receipts		25,244	-	25,244	54,985
365 Enrolments		5,296	-	5,296	26,315
Coronavirus Job Retention Scheme claim			23,501	23,501	0
Race and League receipts		-	-	-	16,438
Gift Aid recovered on memberships		-	-	-	2,971
Sale of Kit and other income		-	-	-	78
Bank Interest		83	-	83	398
TOTAL INCOME		30,623	23,501	54,124	101,185
EXPENDITURE					
Employment Costs	Administrators and Coaches	26,524	23,501	50,025	59,255
Athletics Expenditure	Track & Facilities Hire	4,903	-	4,903	38,545
	Members Affiliation paid over	3,840	-	3,840	7,073
	Coaching and Training Courses	310	-	310	380
	Equipment	129	-	129	665
	Race and League Expenditure	30	-	30	14,639
Administration Costs	Website and membership system	2,448	-	2,448	1,860
	Insurance	663	-	663	630
	Independent Examination Fee	540	-	540	630
	Other costs	538	-	538	2,015
	Professional Fees: HR advice	-	-	-	240
TOTAL EXPENDITURE		39,925	23,501	63,426	125,933
DEFICIT FOR THE YEAR		- 9,302	- -	9,302	- 24,748
RESERVES AT START OF YEAR		41,845	-	41,845	66,593
RESERVES AT END OF YEAR		32,543	-	32,543	41,845

The above results relate wholly to continuing activities; there were no recognised gains or losses other than those included above.

The accompanying accounting policies and notes form an integral part of these financial statements.



Team Bath Athletic Club

BALANCE SHEET AS AT 31 MARCH 2021

CURRENT ASSETS

Debtors	Coronavirus Job Retention Scheme claim
Bank Balances	HSBC Main Account
Bank Balances	HSBC Membership Subs
Bank Balances	Bath Building Society: Deposit Account

2021	2020 (Restated)
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2,355	-
4,365	2,356
4,602	6,408
22,631	34,548

33,953	43,311
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CURRENT LIABILITIES (falling due within one year)

Creditors	Payroll - HMRC
	Payroll - pension costs
	Independent Examiners Fee
	University of Bath - facilities hire
	English Athletics - affiliation fees

-627	-
-244	-
-540	-
-	-1,316
-	-150

32,543	41,845
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RESERVES

Unrestricted General Club reserves

32,543	41,845
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These financial statements were approved by the Trustees on 27 October 2021 and are signed on their behalf by

Ilana Wigfield

Andy Mullett

Chair

Treasurer

The accompanying accounting policies and notes form an integral part of these financial statements.



Team Bath Athletic Club

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. PRINCIPAL ACCOUNTING POLICIES

The accounts have been prepared under the historical cost convention in accordance with the Financial Reporting Standard for Smaller Entities, the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP FRS102). The charity is a public entity as defined under FRS102. There are no material uncertainties affecting the ability of the charity to continue as a going concern.

Incoming resources - all incoming resources are included in the statement of financial activities when the Club is entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended - Expenditure is recognised when a liability is incurred. Expenditure includes VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

Fund Accounting - Restricted Funds are held to be used for specified purposes, as indicated by the donors. General Funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Club. Designated funds are unrestricted funds of the charity which the Trustees have decided at their discretion to set aside to use for a specific purpose.

Taxation – the Club is a registered charity and as such tax exemption applies to the income arising from and expended on activities.