



**TRUSTEES ANNUAL REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**



CHARITY NUMBER 1165972



TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present their Annual Report and Independent Examiner's Report for the year ended 31 March 2022.

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.

The registered address is 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
Simon Brace
Mike Thompson

Chair

Andy Mullett
Paul King
Barry Hughes

Treasurer

Kim Barfoot-Brace (resigned 9 February 2022)
Joe Hutchison (resigned 25 May 2022)

Roy Hayward (resigned 9 February 2022)

The Independent Examiner is Dione Hicks FCA, of DR Hicks Chartered Accountants

TeamBath AC employs Julia Waldron as Club Manager and Lucie Osborne as Administrator (who replaced Lisa Bennett in ** 2021), and also employs coaching staff on zero-hours contracts.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document - this is an 'Association' model constitution of a Charitable Incorporated Organisation 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.



TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2022

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: Phillipa Spruit, with a background in counselling and Tom Hutchison with a background in child health. 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 Phillipa 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 track and field facilities for the exclusive use of club members, for three sessions a week, when training is provided by qualified club coaches.
- Regular road running sessions also take place twice weekly from the STV
- Club members also meet informally to train outside these times
- By joining the Club, members automatically 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 and an active social media presence.
- The club runs "365" - an introduction to athletics course for 9 to 13 years olds



TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2022

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 all other sports clubs, Covid19 had a very serious impact on Team Bath AC. During 2020-21 all organised training activities ceased at the end of March 2020 and the Club Manager and coaching staff were furloughed, continuing to employ the Administrator to ensure basic admin functions continued.

With the easing of Covid restrictions, training at the University of Bath Sports Training Village resumed from April 2021 and the 365 programme restarted. Some highlights of the year to 31 March 2022, were

- The Cotswold Way Relay, the Club's flagship off-road event, had been run as a virtual event in 2021. In 2022 we were able to restart this as a physical race, using MapRun technology, and welcomed over a hundred teams of ten runners back to the Cotswold Way, to the great delight of all who took part – the race also contributes significantly to the Club's finances.
- The Club entered teams in other races, highlights included the success of the VM65 team in the BMAF National Cross-Country Championships, where they came away with silver medals,

The Club currently (July 2022) has 513 members, split between full members (348), juniors in the 365 programme (127), other student and youth members (19), and members of the coaching staff, trustees etc (19).



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THE NATASHA LEWIS FOUNDATION

In April 2021, club member Natasha Lewis tied up her laces, went for a run and didn't make it home. We lost the brightest star that day, but from tragedy great positivity has sprung. With support from the independent [Natasha Lewis Foundation](#), we are honoured to be part of her legacy...inspiring and enabling athletes to follow their dreams and support each other along the way. In addition to supporting specific athletes fulfil their dreams, Tash's foundation is also investing in our coaching capability, from new coach qualifications to expanding skill sets. We're so grateful for this support that will help us create a powerful and long lasting legacy for our remarkable teammate and athlete Tash.

FINANCIAL REVIEW

The principal sources of income for the Club are membership subscriptions and enrolment fees for the 365 programme, and income from races and athletics meetings.

As a result of Covid19, last year (2020-21), although some members generously supported the Club by continuing their monthly subscriptions, income from activities fell from £101,000 to £30,600, but the Club received £23,500 in Coronavirus Job Retention Scheme payments to fund furloughed staff, so total income amounted to £54,100. When costs, mainly staff payroll costs, were deducted there was a deficit of £9,300 for the year, which was £15,400 better than in the previous year.

In the financial year under review (2021-22), the Club recommenced training activities at University of Bath and restarted the 365 programme, with all admin and coaching staff unfurloughed from April 2021 onwards. Income from activities therefore has increased to £106,869, helped by income from the Cotswold Way Relay. After deducting costs totalling £107,670, mainly admin staff and coaching payroll costs of £50,468 and facilities hire charges of £31,752, there was a deficit for the year of just £191, a very considerable improvement on the levels of deficit in previous years.

At the end of the year, unrestricted reserves amounted to £32,352, mainly held as bank balances with HSBC and Bath Building Society.

The Trustees believe that the level of reserves at 31 March 2022 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 continually monitor the ongoing financial situation and consider ways in which the Club's finances can be rebalanced.

The trustees approved the Trustees' Annual Report at their meeting on 1 November 2022, which is signed on behalf of the charity's trustees by

Ilana Wigfield
Chair

Andrew Mullett
Treasurer



INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF TEAM BATH ATHLETIC CLUB FOR THE YEAR ENDED 31 MARCH 2022

I report to the members on my examination of the accounts of Team Bath Athletic Club for the year ended 31 March 2022.

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

16 November 2022



INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

		Unrestricted Funds	
		2022	2021
INCOME			
Membership Fees		62,670	25,244
365 Enrolments		28,045	5,296
Race and League receipts		16,079	-
Sale of Kit and other income		57	-
Bank Interest		18	83
		106,869	30,623
Coronavirus Job Retention Scheme - Furlough payments		-	23,501
TOTAL INCOME		106,869	54,124
EXPENDITURE			
Employment Costs	Administrators and Coaches	50,468	50,025
Athletics Expenditure	Track & Facilities Hire	31,752	4,903
	Members Affiliation paid over	11,316	3,840
	Costs of staging races	5,109	-
	Race and League Expenditure	1,820	159
	Coaching and Training Courses	290	310
Administration Costs	Website and membership system	2,546	2,448
	Insurance	676	663
	Independent Examination Fee	540	540
	Other costs	1,599	538
	Computer costs	943	-
TOTAL EXPENDITURE		107,060	63,426
DEFICIT FOR THE YEAR		- 191	- 9,302
UNRESTRICTED RESERVES AT START OF YEAR		32,543	41,845
UNRESTRICTED RESERVES AT END OF YEAR		32,352	32,543

The above results relate wholly to continuing activities; there were no recognised gains or losses other than those included above. All income and expenditure in the year arose from Unrestricted funds.

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



BALANCE SHEET AS AT 31 MARCH 2022

		2022	2021
CURRENT ASSETS			
Debtors	Coronavirus Job Retention Scheme claim	-	2,355
	Sundry debtors and prepayments	332	-
Bank Balances	HSBC Main Account	6,183	4,365
Bank Balances	HSBC Membership Subs	6,160	4,602
Bank Balances	Bath Building Society: Deposit Account	35,018	22,631
		47,693	33,953
CURRENT LIABILITIES (falling due within one year)			
Creditors	Facilities hire - University of Bath March 2022	- 3,625	-
	Affiliation fees - English Athletics	- 4,416	-
	Payroll - HMRC tax and NI due	- 1,033	- 627
	Payroll - other payroll and pension costs	- 202	- 244
	Other creditors and accruals	- 877	- 540
		- 10,153	- 1,411
Deferred Income	Summer Term 365 fees paid in advance	- 5,188	
		- 15,341	- 1,411
		32,352	32,543
RESERVES			
Unrestricted General Club reserves		32,352	32,543

These financial statements were approved by the Trustees on 1 November 2022 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.



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

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.