

Company registration number 04451011 (England and Wales)

Charity registration number 1166644

**HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**DIRECTORS' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2022**



# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## (A COMPANY LIMITED BY GUARANTEE)

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# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## COMPANY INFORMATION

***FOR THE YEAR ENDED 31 DECEMBER 2022***

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<b>Directors</b>	A Abdulkadar	appointed 11 May 2022
	M M Armstrong	
	J V Badcock	appointed 11 May 2022
	A J Barks	
	D P Edwards	appointed 11 May 2022
	M C Frost	
	M Howlett	
	M Ives	appointed 21 March 2022
	B A Mickelburgh	appointed 21 March 2022
	R P Stephen	
	P S Whelan	appointed 21 March 2022
<b>Company secretary</b>	M Ives	
<b>Company registration number</b>	04451011 (England and Wales)	
<b>Charity registration number</b>	1166644	
<b>Registered office</b>	Armstrong House 4 Sovereign Court Lancaster Way Ermine Business Park Huntingdon Cambridgeshire PE29 6XU	
<b>Independent examiner</b>	D W Mason FMAAT DChA DWM Accounting Limited 9 Needham Court Yaxley Peterborough PE7 3LE	

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## TRUSTEES' REPORT *FOR THE YEAR ENDED 31 DECEMBER 2022*

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The Trustees present their report and accounts for the year ended 31 December 2022.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's Articles of Association, as amended by special resolution 27 July 2016, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)"

### Directors

The directors shown below have held office since 1 January 2022:

A Abdulkadar	appointed 11 May 2022
M M Armstrong	
J V Badcock	appointed 11 May 2022
A J Barks	
D P Edwards	appointed 11 May 2022
M C Frost	
M Howlett	
M Ives	appointed 21 March 2022
B A Mickelburgh	appointed 21 March 2022
R P Stephen	
P S Whelan	appointed 21 March 2022

No director has an interest in the company as it is limited by guarantee and does not have any share capital.

No director had, during or at the end of the period, a material interest in any contract that was significant in relation to the company's activities.

The company maintains qualifying third party liability insurance for the benefit of the directors.

### Objectives and activities

The principal activity of the company is to promote, foster, develop and support the game of Association Football.

Huntingdonshire FA is the guardian of the rules and regulations of football locally, and a leading advocate for football activity within all communities of Huntingdonshire.

### Our Mission

To provide the Huntingdonshire community with the relevant and appropriate tools and opportunities to ensure that all areas of the game continue to Grow, Develop and Evolve.

### Our Vision

To unite Huntingdonshire to improve the football experience.

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## TRUSTEES' REPORT

**FOR THE YEAR ENDED 31 DECEMBER 2022**

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### Objectives and activities (continued)

#### **Our Core Values are:**

- Diversity – We recognise diversity in people and ideas
- Safeguarding - We recognise the principles of children first and listening to Young Peoples voices as well as Safeguarding Vulnerable Adults.
- Accountability – We acknowledge and assume responsibility for the actions, products, decisions and policies we take.
- Collaboration – Together we make football stronger and contribute to its development more. Greater success comes from sharing our goals and support to our stakeholders.
- Pride – We take pride in our work plus check, challenge and better those around us.
- Simplify – Football is simple, let's keep it that way.
- Innovation – Pursuing new and creative ideas that ensure that we stay relevant to our community needs and requirements.
- Community – We are part of a community and we measure our success on how we benefit that community.

The review of the Business Plan is yearly; this review looks at what has been achieved and what the outcomes of work in the previous 12 months, albeit interrupted due to the Covid pandemic. This review looks at the success of each key activity in detail and helps Huntingdonshire FA ensure that the mission, vision, and core values remained focused. This review includes contact with all key stakeholders including:

- Council Members
- Staff
- Local Football Clubs
- Local Leagues
- Football Association
- Football Foundation
- Living Sport
- Peterborough City Council
- Huntingdonshire District Council

The Huntingdonshire FA updated its workforce during 2021 as follows:

- Mark Ives - Director of Administration and Company Secretary
- Andy Coles – General Manager
- Gary Marheineke – Football Development Officer
- Dan England - Referee Development and Club Support Officer
- Ryan Kay – Disability Football Development Officer
- Sarah Hudson – Designated Safeguarding Officer
- Brett Fairholm - Marketing, Communications and Club Relations Assistant
- Stewart Jeeves – Discipline Consultant
- Petria Foley – Finance Officer

The Key Performance Indicators are monitored weekly by the executive, monthly by the board and quarterly with The FA Regional Manager. Due to this level of scrutiny Huntingdonshire FA can report that we are meeting our KPI's and exceeding in many.

Our focus continues to be supporting our local football workforce, and all of our volunteers.

As we have exited Covid it is pleasing to see the full return of all County Cups.

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## TRUSTEES' REPORT *FOR THE YEAR ENDED 31 DECEMBER 2022*

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### Achievements and performance

#### **Youth and Adult Male Football Participation**

Male Registered players - 2022/23 Target 7,228 after Quarter 2 review we have 7,755

Participation increased due to promotion and supporting Local League's and League offering different formats of Football.

#### **Youth and Adult Female Football Participation**

Female Registered players – 2022/23 Target 1,071 after Quarter 2 review we have 1,090

Weetabix Wildcats – 2022/23 Target 9 after Quarter 2 review we have 10

Squad Girls – 2022/23 Target 2 after Quarter 2 review we have 4.

Participation increased in Register players due to Wildcats feeding clubs to create new teams.

#### **Disability Workforce Fund (DWF)**

Disabled Registered players - 2022/23 Target 120 after Quarter 2 review we have 139

Links with NHS, CP Sport and The WFA and club mentor programme is helping participation levels grow.

#### **Safeguarding**

Led by Sarah Hudson, DSO, Huntingdonshire FA continue to utilise the Safeguarding Operational Standard guidance to further improve its safeguarding procedures, which are to self-assessed twice a year with the external 365 assessment taking place once a year.

Huntingdonshire FA set clear standards for its clubs, leagues and referees and we continue to support the FA standards. It is the County FA commitment to fully adhere to the high standards set by The Football Association and ensuring all, including our Children continue to be able to play safe within Huntingdonshire.

We will continue to collaborate with stakeholders like Leagues, Clubs and Case Management, our Local Authorities and other County FA to ensure that we and them are on point with safeguarding and continue to support where possible.

#### **Huntingdonshire FA Governance Review**

The County FA have made all the necessary amendments to the County FA structure and the Regulatory changes to our articles, to meet the FA Corporate Governance Standards.

We will now evidence the work and have given a commitment to meet the FA standard by the end of the 2023/24 season.

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

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### Football Development

Clubs	2017 teams	2018 teams	2019 teams	2020 teams	2021 teams	2022 teams
Adult Male	91	110	79	89	84	99
Adult Ladies	5	4	7	8	8	8
Youth Clubs:						
Youth Boys	193	227	197	252	212	228
Youth Girls	25	24	21	24	30	30
Mini Soccer	158	162	166	153	151	165
Disability	4	5	4	6	5	8
Total	476	532	474	532	490	538

### England Accreditation Summary

Football leagues and clubs accredited by The FA have positively changed the football landscape over the last 20 years. They create the ideal environments to nurture players, coaches and volunteers. The result is greater diversity and inclusivity through football. England Football Accredited replaces The FA Charter Standard and is the next chapter in this amazing story as we unite even more communities by supporting Leagues and Clubs over the next ten years.

England Football Accreditation is for all non-professional leagues and clubs. For clubs, this is those that have teams playing within grassroots, the National League System steps 1-6 or the Women's pyramid Tier 3 and below.

Clubs can apply to be Accredited through the dashboard section of the Club Portal. There are a number of on-pitch (e.g. coaching qualifications) and off-pitch (e.g. club policies and plans) criteria that clubs need to meet before they can apply. Within the dashboard, you will be able to see your progress against each of these criteria, and any actions that need to be completed.

Clubs will receive Nike footballs when they become Accredited. Clubs who Stay Accredited will receive footballs and vouchers each season after renewal has been completed. The vouchers can be used towards new kit and equipment through The FAs Accredited Kit Store. Clubs will be able to access other opportunities such as the Club Programme, Club House and be prioritised for other investments - Howdens Kitchen Project for clubs who are 2-3 star clubs.

As of 12 April 2023 The County FA are still supporting clubs with Accreditation process

Clubs Completed:

7 - New clubs - 1 star

31 - clubs - 1 star

6 - clubs - 2 star

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

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### Referees

Huntingdonshire FA continue to build upon the excellent training and development pathway for newly qualified referees and also for the more experienced referees to be able to attain higher levels of

Below is the current registration status as of 1 March 2023.

FA KPI Totals	Hunts FA Male	Hunts FA Female	Sub Total
1 National List Referee	1	-	1
2a Panel Select Referee	-	-	-
2b Panel List Referee	-	-	-
3 Contributory Referee	3	-	3
4 Supply League Referee	7	-	7
5 Senior County Referee	39	-	39
6 County Referee	19	1	20
7 Junior Referee	64	8	72
Y Youth Referee	25	1	26
FA KPI Summary	158	10	168
T Trainee Referee	41	5	46
D Developers	16	1	17
Total	215	16	231

We congratulate the referees who received promotion this year. It is the end of a year of hard work and putting into practice the advice received from their Assessors and Mentors.

Those Referees who received promotion in 2022/23 were:-

### **Recommended from Level 5 to 4**

Anthony Leadbitter  
Tolga Yildiztepe

All will be promoted as of the April checkpoint as the criteria for promotion has already been met.

### **Recommended from Level 6 to 5 (Hunts FA promotion)**

No one has been promoted to Level 5 at current. We anticipate that we will promote James Sweek at the end of the April checkpoint.

### **Promoted from Level 7 to 6 (Hunts FA promotion)**

Jacob Nunn  
Scott Hendry  
Ed Brandon  
Charlotte Hindmarch  
Jamie Carter  
Richard Blackburn

More Candidates will follow for promotion at the end of the April checkpoint.

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## TRUSTEES' REPORT *FOR THE YEAR ENDED 31 DECEMBER 2022*

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### **Facilities**

Andy Coles, General Manager is working with Clubs, Local Authorities, Parish Councils. The Football Foundation priority projects listed from the 2019 (due for a refresh in 2023) Local Football Facility Plans for Huntingdonshire and Peterborough were:

#### **Project Pipeline & 2023 Priorities - 3G Pitches Update**

Current 3G pitch progress & proposed window submissions - projects that have progressed beyond pre-app

#### **Panel decision for projects is 3 months post-submission**

Sawtry Village Academy - Window 5 - FF Submission date April 2023 - may move back to Window 6 - FF Submission date July 2023

Godmanchester Rovers FC - Window 6 - FF Submission date July 2023

Stanground Academy - Window 9 - FF Submission date April 2024

#### **Project Pipeline & 2023 Priorities - Pavilions Update**

Sawtry Parish Council - Greenfields - refurbishment and extension

Bushfields - refurbishment

Warboys Sports and Social Club - extension for new changing rooms

#### **Future - 3G Pitches and grass pitches**

Alconbury Wield, Sports Hub - Rugby and Football. Full-sided 3G, grass pitches and Pavilion.

Jack Hunt School, Peterborough - LED floodlight to be installed on a full-size 3G football turf pitch

### **PlayZone Programme - Peterborough**

PlayZones are safe, inclusive, and accessible outdoor facilities that bring communities together through recreational forms of football and a range of other sports.

The Football Foundation's exciting new capital investment programme. Using investment from the Premier League, The FA and the Government through Sport England, the PlayZones Programme aims to engage with local communities across the country to create outstanding sports and activity spaces and tackle inequalities in participation.

The aim to focus investment and resource into communities with the greatest need. This will deliver new or refurbished outdoor mini pitches designed for football and other sports and activities that will allow priority groups to be more active.

There are four main groups facing the greatest inequalities:

- Lower socio-economic groups
- Women and girls
- Disabled people and people with long term health conditions
- Ethnically diverse communities

The Football Foundation want us to prioritise engaging with these groups within your place to provide opportunity and access to safe, inclusive and welcoming facilities.

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## TRUSTEES' REPORT

***FOR THE YEAR ENDED 31 DECEMBER 2022***

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### **PlayZone Programme - Peterborough**

There is a Four stage process to develop our application

- Expression of Interest (EOI)
- Narrow the Focus
- Community Engagement and Site Identification
- Full Application

At the time of completing this report we are at Stage 4 - Full Application

Labosport, who have been appointed consultants by the Football Foundation to support the next stage of the PlayZones programme process.

Five sites had been identified from the Community Engagement Report created by Living Sport. These sites visited by Andy Coles, Football Foundation and Labosports

Woodlands Sports Complex, Splash Lane, Castor, Peterborough, PE5 7BD  
Football and Netball - 2G sand dressed synthetic turf  
New build

Active Hampton, Beaumont Way, Hampton Hargate, PE7 8DN  
Football and Netball - 2G sand dressed synthetic turf  
Refurbishment

Bretton Park (Peterborough Lions), Flaxland, PE3 8DG  
Football and Netball - 2G sand dressed synthetic turf  
Newbuild

Due to partnership funding Peterborough City Council have pulled out of Playzones being at Orton Bushfield and Hobson's Park.

The other three sites' Woodlands Sports Complex, Active Hampton and Bretton Park (Peterborough Lions) have secured and or in the process of securing partnership funding.

### **Howdens Kitchen Programme Pilot - Hunts FA pilot for The FA**

Howdens plan to deliver hundreds of kitchens in grassroots football clubs over the next 3 years. This would involve Howdens local depot working with the club to re-design their Kitchen/Servery to the tune of £8,000-£10,000 of in-kind units/appliances. Installation of the kitchen is through a local tradesperson with a Howdens account, ensuring that it complies with current regulations and the project is completed.

Linked to supporting England Football Accreditation Programme 2-3 Star clubs

Howdens expressed an initial view to carry out a couple of pilots. With Mark Liddiard's support who is Head of Facilities for The FA and using the Local Football Facility Plan and draft version of the Playing Pitch Strategy for Huntingdonshire we identified kitchens at:

Buckden in association with Buckden Juniors FC, Buckden FC and Buckden Village Hall Trust.  
Warboys in association with Warboys FC, Warboys Colts FC and Warboys Sports and Social Club

Because of time constraints to complete the refurbishments by the end of 2022 we had to move quickly to arrange meetings between, The FA, Howdens and each Football club to set the pilot in motion.

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## TRUSTEES' REPORT

***FOR THE YEAR ENDED 31 DECEMBER 2022***

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### **Howdens Kitchen Programme Pilot - Hunts FA pilot for The FA (continued)**

Work to refurbish each kitchen took place December with Howdens media team visiting each site in early January to capture a typical match day with videos record and interviews with club officials.

Andy Coles is part of an FA/County FA Kitchen Project Group to help support building the detail around how this programme is shaped.

I am delighted that the County FA was selected as the pilot and that we have two refurbished kitchens supporting our grassroots clubs.

The FA plan to launch the Howdens Kitchen project through the Football Foundation portal in May 2023. 100 clubs in the first window.

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## TRUSTEES' REPORT *FOR THE YEAR ENDED 31 DECEMBER 2022*

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### County Cups

Men's Senior Cup	St Ives Town	0	v	0	Yaxley
	<i>St Ives won 3-1 on penalties</i>				
Women's Senior Cup	St Ives Town Ladies	0	v	1	Cardea Ladies
Intermediate Cup	Warboys Town	2	v	0	Eaton Socon Reserves
Junior Cup	Peterborough Rangers	1	v	0	Fenstanton
Lower Junior Cup	Eaton Socon A	2	v	3	AFC Malborne
Sunday Cup	Cardea Sunday First	1	v	4	Eynesbury Rovers Sunday
Under 18 Cup	ICA Sports U18	2	v	2	St Neots Town
	<i>St Neots Town U18 won 4-2 on penalties</i>				
Under 16 Cup	Huntingdon Town Rowdies U16 Green	0	v	2	Peterborough RTC
Under 15 Cup	Yaxley Junior U15	5	v	2	St Neots Town U15
Under 14 Cup	St Neots Town U14	2	v	7	Godmanchester Town
Under 13 Cup	St Ives Town Youth U13 Black	2	v	2	Godmanchester Town U13 White
	<i>St Ives Town Youth U13 Black won 4-2 on penalties</i>				
Under 12 v9	Godmanchester Rovers Youth U12 White	2	v	2	Peterborough RTC U12 Blue
	<i>Godmanchester Rovers Youth U12 White won 4-3 on penalties</i>				
Veterans Cup Final	Stilton United Vets	1	v	2	Cambs Police

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

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### Financial review

#### *Financial Results*

Against the backdrop of limited resources, it has continued to be difficult to plan or develop services. Operating income from charitable and other sources, increased by 12.73% - although it is still significantly below pre-COVID levels of income. Our expenditure on charitable activities increased by 12.35% but due to committed and on-going costs that cannot be avoided, remains approximately £20,000 higher than our income. Overall, there was a further negative movement in funds of £19,649. Due to timing differences on monies owed at the end of the year, there was an increase in cash and bank balances held of £17,518.

#### *Principal Funding Sources*

The Association's reliance on its principal source of income, The FA, fell from 61.62% in 2021 to 53.35% in 2022 and actual funding was again reduced.

#### *Reserves & Management*

The Trustee responsible for Finance's policy is to maintain reserves at a discretionary minimum level of 100 days' operating costs including restricted expenditure. The reserves level was monitored regularly by The Trustee responsible for Finance with cash managed internally on a daily basis. This ensured that sufficient resources were available to meet the ever changing objectives and needs of the Association in the face of a sudden and significant drop in grant funding.

#### *Risk Management*

Risk management is a continuous process embedded throughout the governance structure. While the Trustees focus on the major strategic risks facing the Association, day to day management of operational risk is the responsibility of the County Secretary and staff. Each project is subject to a risk assessment at the start and review is maintained throughout its duration. Learning from the risk management of individual projects is shared throughout the Trustees and the Association. HFA maintains a business continuity plan which is regularly reviewed and updated. Led by the Trustees, the plan is designed to ensure HFA can continue to operate if its systems or facilities, or those of its strategic service delivery partners, are out of action for any significant length of time due to an unforeseen event. Updates on the risks are reported to the Trustees Board meetings by the County Secretary, for the Trustees to review and manage changes accordingly. The Covid 19 pandemic was clearly an unforeseen and highly significant impact to the Association. The governance structures, put in place by the Trustees, enabled the Association to react swiftly to the ever changing situation. Cost saving measures were implemented swiftly with the aim to sustain as much as possible the operational capabilities of the Association. Budgeting and frequent Forecasting enabled the Trustees to react to the financial plight faced and helped The Trustees to take the necessary actions to preserve the Association.

#### *Going concern*

The governance structures, referred to above, allowed the Association to ensure that it was able to continue to operate throughout the pandemic. The forecasting has also shown that the Association is in a position to continue for at least the coming 12 months with the continued support of The FA.

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## TRUSTEES' REPORT *FOR THE YEAR ENDED 31 DECEMBER 2022*

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### Directors' responsibilities

The trustees (who are also the directors of the charity for the purposes of company law) are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

The Companies Act 2006 requires the directors to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of company and of the profit or loss of the company for that period. In preparing those financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions for small companies of the Companies Act 2006.

This report was approved by the board of trustees on 24 May 2023

On behalf of the board



M C Frost  
Director

**HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED**  
**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**  
**HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED**  
***FOR THE YEAR ENDED 31 DECEMBER 2022***

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I report on the accounts of the company for the year ended 31 December 2022, which are set out on pages 14 to 26.

**Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Association of Accounting Technicians.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- state whether particular matters have come to my attention

**Basis of independent examiner's report**

My examination was carried out in accordance with the 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 you as 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 next statement.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a "true and fair" which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS 102).

I have come across no other matters, in connection with the examination, to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

*D W Mason*

David Mason FMAAT DChA

DWM Accounting Limited  
9 Needham Court  
Yaxley  
Peterborough  
PE7 3LE

Date: 25 May 2023

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 DECEMBER 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
<b>Income:</b>					
Income from charitable activities	3	244,147	4,210	248,357	216,811
Income from other activities	4	47,278	54	47,332	45,890
Investment income	5	863	76	939	420
<b>Total income</b>		<u>292,288</u>	<u>4,340</u>	<u>296,628</u>	<u>263,121</u>
<b>Expenditure:</b>					
Charitable activities	6	298,265	18,012	316,277	281,489
<b>Total resources expended</b>		<u>298,265</u>	<u>18,012</u>	<u>316,277</u>	<u>281,489</u>
<b>Net income for the year before transfers</b>		(5,977)	(13,672)	(19,649)	(18,368)
Transfer between funds		(15,324)	15,324	-	-
<b>Net movement in funds for the year</b>		<u>(21,301)</u>	<u>1,652</u>	<u>(19,649)</u>	<u>(18,368)</u>
Fund balances brought forward		587,994	58,805	646,799	665,167
<b>Fund balances carried forward</b>		<u><u>566,693</u></u>	<u><u>60,457</u></u>	<u><u>627,150</u></u>	<u><u>646,799</u></u>

The notes on pages 17 to 26 form part of these financial statements

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## BALANCE SHEET AS AT 31 DECEMBER 2022

	Note	2022 £	£	2021 £	£
<b>Fixed assets</b>					
Investments	12		20		20
Property, plant and equipment	13		459,676		481,618
			<u>459,696</u>		<u>481,638</u>
<b>Current assets</b>					
Debtors	14	30,334		8,116	
Cash at bank and in hand		195,379		177,861	
		<u>225,713</u>		<u>185,977</u>	
<b>Creditors: amounts falling due within one year</b>	15	(58,259)		(20,816)	
<b>Net current assets</b>			167,454		165,161
<b>Net assets</b>			<u>627,150</u>		<u>646,799</u>
<b>Funds of the charity</b>	16				
Unrestricted funds			566,693		587,994
Restricted funds	17		60,457		58,805
<b>Total charity funds</b>			<u>627,150</u>		<u>646,799</u>

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for ensuring that the charitable company keeps accounting records which comply with section 386 of the Companies Act 2006 and for preparing accounts which give a true and fair view of the state of the affairs of the charitable company as at the end of the financial year and of its surplus or deficit for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the charitable company.

The accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The financial statements were approved by the Board of Directors on 24 May 2023.



M C Frost  
Director

Company registration number 04451011 (England and Wales)

The notes on pages 17 to 26 form part of these financial statements

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## CASH FLOW STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

	2022 £	2021 £
<b>Reconciliation to cash generated from operations</b>		
Deficit for the year	(19,649)	(18,368)
Depreciation	34,368	33,508
Investment income	(939)	(420)
(Increase)/Decrease in debtors	(22,218)	9,214
Increase/(Decrease) in creditors	37,443	(25,493)
	<hr/>	<hr/>
<b>Net cash inflow/(outflow) from operating activities</b>	29,005	(1,559)
 <b>Cash from other sources</b>		
Investment income	939	420
 <b>Application of cash</b>		
Payments to acquire fixed assets	(12,426)	-
	<hr/>	<hr/>
<b>Increase/(Decrease) in cash</b>	17,518	(1,139)
 Cash at bank and in hand at beginning of the year	177,861	179,000
	<hr/>	<hr/>
<b>Cash at bank and in hand at end of the year</b>	<u>195,379</u>	<u>177,861</u>

The notes on pages 17 to 26 form part of these financial statements

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

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### 1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### 1.1 Basis of preparation

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 Standard applicable in the UK (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK (FRS 102) and the Companies Act 2006.

#### 1.2 Public benefit

The charitable company meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

#### 1.3 Preparation of the accounts on a going concern basis

The charitable company reported a cash inflow of £17,518 for the year. The trustees agree an annual budget and are confident that the charity is a going concern.

#### 1.4 Income

All income is included in the Statement of Financial Activities in the year in which they are receivable, except for monies which are for specific periods crossing over the year end.

Income represents affiliation fees, course fees, fines, Football Association grants and other income receivable in the year.

#### 1.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

#### 1.6 Fund accounting

Funds held by the charity are:

*Unrestricted general funds* - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

*Restricted funds* - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

*Designated funds* - these are funds that have been set aside at the discretion of the Trustees for a specific, but not legally binding, purpose.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

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### 1 Accounting policies (continued)

#### 1.7 Expenditure and irrecoverable VAT

All resources expended are accounted for gross, and in the period in which they are incurred. VAT is not recoverable by the charity and as such is included in the relevant costs in the Statement of Financial Activities.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the accountancy fees and costs linked to the strategic

#### 1.8 Tangible fixed assets and depreciation

Depreciation is provided at rates in order to write off each asset over its estimated useful life as follows:

Land and buildings	5% straight line
Furniture and fittings	4% and 20% straight line
Office equipment	20% straight line
Computer equipment	20% straight line

#### 1.9 Debtors

Debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid net of any discounts due.

#### 1.10 Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short term maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### 1.11 Leasing and hire purchase commitments

Leases are classified as finance leases when they transfer substantially all the risks and rewards of ownership of the leased assets to the company. Other leases that do not transfer substantially all the risks and rewards of ownership of the leased assets to the company are classified as operating leases.

The company has entered into some hire purchase agreements for certain machinery assets that include the option to purchase the items at the end of the lease term for a nominal amount, which is expected to be much lower than their fair value at that date. The hire purchase agreements have been classified as finance leases as it is reasonably certain that the option will be exercised.

Rentals paid under operating leases are charged to profit and loss account on a straight line basis over the period of the lease.

#### 1.12 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

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### 1 Accounting policies (continued)

#### 1.13 Provisions

Provisions are recognised when the company has a legal or constructive obligation at the reporting date as a result of a past event, it is probable that the company will be required to settle the obligation and the amount of the obligation can be reliably estimated.

Provisions are recognised at the best estimate of the amount required to settle the obligation at the reporting date.

#### 1.14 Taxation

The charitable company is now exempt from paying corporation tax on its investment income and from the annual requirement to file a corporation tax return.

#### 1.15 Employee benefits

##### *Short-term employee benefits*

Short-term employee benefits are recognised as an expense in the period in which they are incurred.

##### *Post-employment defined contribution plans*

The company makes contributions for staff to a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund, or paid to employees' personal pension plans. The pension cost charge represents contributions payable by the company to the fund or personal plans and are recognised as an expense as they are incurred.

### 2 Legal status of the charity

Huntingdonshire Football Association Limited is a charitable company limited by guarantee, incorporated in England and Wales. Its registered office is Armstrong House, 4 Sovereign Court, Lancaster Way, Ermine Business Park, Huntingdon, Cambs, PE29 6XU.

The charity is a company limited by guarantee. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## NOTES TO THE ACCOUNTS

**FOR THE YEAR ENDED 31 DECEMBER 2022**

### 3 Income from charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
FA Grants:				
FA Salary and grants	150,053	-	150,053	145,406
FA grants - return of football	-	-	-	1,397
FA grants - ESFA admin	-	-	-	2,333
FA grants - referee mentor	-	-	-	508
FA grants - Rule 8e	-	390	390	7,550
FA grants - SSF	-	-	-	4,953
FA grants - facilities management	4,500	-	4,500	-
FA grants - coaching support	304	-	304	-
FA grants - grass pitch funding	1,000	-	1,000	-
FA grants - football delivery funding	2,000	-	2,000	-
Disability funding for cerebral palsy	750	-	750	-
Development Income	17,727	3,820	21,547	10,617
Members Affiliation Fee	26,369	-	26,369	14,463
Referees' Income	9,001	-	9,001	6,330
Discipline Income	32,443	-	32,443	23,254
	<u>244,147</u>	<u>4,210</u>	<u>248,357</u>	<u>216,811</u>

### 4 Income from other activities

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Competition Income	12,033	-	12,033	-
Ticket Sales	3,035	-	3,035	195
Donations and sponsorships	500	54	554	624
Hire of head office	20,445	-	20,445	615
Miscellaneous Income	11,018	-	11,018	8,732
Job Retention Scheme grant	-	-	-	29,133
Local Government grant	-	-	-	6,050
Equipment Sales	247	-	247	541
	<u>47,278</u>	<u>54</u>	<u>47,332</u>	<u>45,890</u>

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## NOTES TO THE ACCOUNTS

**FOR THE YEAR ENDED 31 DECEMBER 2022**

### 5 Investment income

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Interest Received	863	76	939	420

### 6 Charitable expenditure

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Salaries	156,682	-	156,682	149,566
Development Expenditure	4,132	600	4,732	4,047
Disability Workforce Fund	-	14,169	14,169	10,191
Staff Expenses	3,949	-	3,949	1,068
Council Expenses	2,103	2,618	4,721	7,805
Consultancy charges	34,200	-	34,200	33,600
Rates	5,525	-	5,525	6,143
Insurance	10,124	-	10,124	12,978
Light, heat and water	4,613	-	4,613	2,753
Printing, stationery and advertising	5,355	-	5,355	2,232
Telephone & Postage	2,197	-	2,197	4,341
Professional Fees	1,611	-	1,611	-
Repairs & Maintenance	8,331	-	8,331	2,906
Subscriptions	864	625	1,489	2,618
Computer software costs	524	-	524	495
Discipline Expenditure	9,772	-	9,772	3,690
Competition Expenditure	6,624	-	6,624	15
Ticket Purchases	3,320	-	3,320	290
Hire of head office expenses	116	-	116	3
Bank and credit card charges	862	-	862	902
Miscellaneous Expenditure	811	-	811	258
Depreciation	34,368	-	34,368	33,508
Governance costs (note 7)	2,182	-	2,182	2,080
	298,265	18,012	316,277	281,489

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

### 7 Governance costs

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Trustee travelling expenses (note 10)	282	-	282	180
Fees paid to trustees (note 10)	400	-	400	400
Accountancy fees	1,500	-	1,500	1,500
	<u>2,182</u>	<u>-</u>	<u>2,182</u>	<u>2,080</u>

### 8 Taxation

The charitable company is a non-profit making company and is exempt from corporation tax on any investment income earned during the year.

### 9 Net income for the year

This is stated after charging/(crediting):

	2022 £	2021 £
Depreciation	34,368	33,508
Accountancy	<u>1,500</u>	<u>1,500</u>

### 10 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

	2022 £	2021 £
Salaries and wages	139,847	134,547
Social security costs	13,099	11,473
Pension costs	4,135	3,947
Consultancy costs	34,200	33,600
	<u>191,281</u>	<u>183,567</u>

No employee had benefits in excess of £60,000 (2021 : no employees) received remuneration amounting to more than £60,000 in either year.

Pension costs are allocated in proportion to the related staffing costs incurred.

The total employee benefits of the key management personnel of the charity were £33,600.

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

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### 10 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

During the year, the following payments were made to trustees:

	2022 Total £	2022 Number of trustees	2021 Total £	2021 Number of trustees
Referee observation fees	180	1	180	1
Honoraria	400	1	400	1
Travel expenses	102	2	-	-

### 11 Staff numbers

The average staff numbers during the year are as follows:

	2022	2021
Average monthly head count during the year	<u>5</u>	<u>6</u>
Average number of full-time equivalent employees during the year	<u>5</u>	<u>5</u>
Additional average number of tutors during the year	<u>6</u>	<u>6</u>
Average number of tutors paid per month during the year	<u>1</u>	<u>1</u>

### 12 Investments

	2022 £	2021 £
Total fixed asset investments comprise:		
Interest in associate	<u>20</u>	<u>20</u>

#### Interest in associate

The charitable company holds 15% of the issued share capital of Sovereign Court Management Company Limited, a company incorporated in England and Wales.

The principal activity of Sovereign Court Management Company Limited is to maintain the common areas of Sovereign Court.

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

### 13 Property, plant and equipment

	Freehold property	Furniture and fittings £	Office equipment £	Computer equipment £	Total £
<b>Cost or valuation</b>					
At 1 January 2022	537,074	88,819	61,544	4,125	691,562
Additions	-	10,074	-	2,354	12,428
Disposals at nil net book value	-	-	(33,732)	(4,125)	(37,857)
At 31 December 2022	537,074	98,893	27,812	2,354	666,133
<b>Depreciation</b>					
At 1 January 2022	93,900	59,151	52,770	4,123	209,944
Charge for the period	19,099	9,603	5,563	103	34,368
Disposals at nil net book value	-	-	(33,732)	(4,123)	(37,855)
At 31 December 2022	112,999	68,754	24,601	103	206,457
<b>Net book value</b>					
At 31 December 2022	424,075	30,139	3,211	2,251	459,676
At 31 December 2021	443,174	29,668	8,774	2	481,618

### 14 Debtors

	2022 £	2021 £
Trade debtors	2,304	3,213
Other debtors	7,194	1,735
Prepayments	20,836	3,168
	30,334	8,116

### 15 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	11,961	6,027
Taxation and social security	(393)	(393)
Accruals and deferred income	30,493	370
Other creditors	11,910	10,524
Funds held for Hunts Sunday League	4,288	4,288
	58,259	20,816

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## NOTES TO THE ACCOUNTS

**FOR THE YEAR ENDED 31 DECEMBER 2022**

### 16 Analysis of charitable funds

	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 31 December 2022 are represented by:			
Investments	20	-	20
Tangible fixed assets	459,676	-	459,676
Current assets	162,537	63,176	225,713
Current liabilities	(55,540)	(2,719)	(58,259)
Net assets	566,693	60,457	627,150

### 17 Restricted funds

	Opening balance £	Incoming resources £	Resources expended £	Transfers £	Closing balance £
FA grants - referee retention and mentoring	1,073	-	(2,618)	1,545	-
FA grants - Rule 8e	-	390	-	(390)	-
Disability Workforce Fund	-	-	(14,169)	14,169	-
Development Income	37,468	3,820	(600)	-	40,688
Bursaries	13,932	-	-	-	13,932
Benevolent Fund	6,332	130	(625)	-	5,837
	58,805	4,340	(18,012)	15,324	60,457

The FA Salary grant is to pay the salaries of the charity - any shortfall is transferred from unrestricted funds. Other FA grants are for the specific purposes stated above.

The Disability Workforce fund is relating to monies received from the Postcode Lottery jointly with Cambs FA.

Development income is monies received for specific, small projects.

Bursary income is paid out once trainees have completed their courses - the fund balance carried forward is in respect of timing differences at the year end.

The Benevolent Fund was previously administered by a separate charity. It provides provide grants to football players who have suffered severe injury whilst participating in a football activity with a registered member club of the Huntingdonshire Football Association. It also provides grants to any member, player or ex-member who declares the need for financial assistance.

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## NOTES TO THE ACCOUNTS

***FOR THE YEAR ENDED 31 DECEMBER 2022***

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### **18 Related party transactions**

During the year, the charitable company received a management fee of £3,550 from Sovereign Court Management Company Limited for managing the common areas of Sovereign Court.

The charitable company also paid £1,592 to Sovereign Court Management Company Limited in respect of service charges for their part of the common areas of Sovereign Court.

Two directors of the charitable company are the two directors of Sovereign Court Management Company Limited. The company secretary of the charitable company is also the company secretary of Sovereign Court Management Company Limited.

A director of the charitable company provides consultancy to the charitable company in respect of being the director of administration - this is through that director's limited company. The amount charged is £34,200 (2021 - £33,600). A further £9,240 (2021 - £2,880) is paid to their company in respect of consultancy for discipline.

### **19 Control**

No one individual has overall control of the company.

# HUNTINGDONSHIRE FOOTBALL ASSOCIATION LIMITED

## DETAILED INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2022

	2022 £	2021 £
<b>Income</b>		
Competition Income	12,033	-
Members Affiliation Fee	26,369	14,463
Benevolent Fund donations	54	124
Ticket Sales	3,035	195
Referees' Income	9,001	6,330
Discipline Income	32,443	23,254
Interest Received	939	420
Hire of head office income	20,445	615
Miscellaneous Income	11,768	43,915
Donations and sponsorships	500	500
FA Grants	158,247	162,147
Development Income	21,547	10,617
Equipment Sales	247	541
<b>TOTAL INCOME</b>	<b>296,628</b>	<b>263,121</b>
<b>Expenditure</b>		
Salaries	157,082	149,966
Rates	5,525	6,143
Light, heat and water	4,613	2,753
Staff Expenses	3,949	1,068
Council Expenses	5,003	7,986
Consultancy charges	34,200	33,600
Printing, Stationery & Advertising	5,355	2,232
Telephone & Postage	2,197	4,341
Professional Fees	3,111	1,500
Miscellaneous Expenditure	811	257
Repairs & Maintenance	8,331	2,906
Hire of head office expenses	116	3
Subscriptions	864	1,018
Benevolent Fund payments	625	1,600
Insurance	10,124	12,978
Computer software costs	524	495
Ticket Purchases	3,320	290
Discipline Expenditure	9,772	3,690
Development Expenditure	4,732	4,047
Disability Workforce Fund	14,169	10,191
Competition Expenditure	6,624	15
Bank and credit card charges	862	902
Depreciation	34,368	33,508
<b>TOTAL EXPENDITURE</b>	<b>316,277</b>	<b>281,489</b>
<b>Excess of Income over Expenditure</b>	<b>(19,649)</b>	<b>(18,368)</b>