

GLOUCESTER RUGBY HERITAGE CIO
CHARITY NUMBER 1168980
REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2021



GLOUCESTER RUGBY HERITAGE CIO
CHARITY NUMBER 1168980

ANNUAL REPORT FOR THE FOR THE YEAR ENDED 31 AUGUST 2021

The Trustees present their report for the period from 1 September 2020 to 31 August 2021.

Trustees

The Trustees during the year were as follows:

Malcolm James King	Chairman
Alfred John Theyers	Treasurer
Clive Lawrence Major	Secretary
Christopher Thomas Collier	Playing Records
John Francis Cowen	Transcription & Cataloguing (resigned December 2021)
David Edward William Smith	Audio, Video & Graphics
Richard Knight Williams	Website & Digital Image Library

Structure, Governance and Management

The Charity was registered as a CIO on 31 August 2016.

The CIO's official address is Gloucestershire Heritage Hub, Alvin Street, Gloucester GL1 3DW.

The charity previously operated as part of The Friends of Gloucestershire Archives (Registered Charity No 1029013), which was an unincorporated organisation. A decision to close the former charity and to establish two new incorporated charities in its place was made at a Special General Meeting of the former charity on 5 November 2015.

The new charity has a membership which is open to anyone who is interested in furthering its purposes. No annual subscription is charged.

The constitution provides for a minimum of six and a maximum of 12 trustees. The constitution sets out the powers of trustees, the manner of appointment, resignation and removal of trustees, and the procedures and controls which govern the administration of the charity. It is the policy of the charity to provide appropriate induction and training for all new trustees.

The Trustees have most recently been reappointed for the following terms of office:

Malcolm James King	1 September 2019 until 31 August 2022
John Francis Cowen	1 September 2019 until 31 August 2022
Alfred John Theyers	1 September 2020 until 31 August 2023
Richard Knight Williams	1 September 2020 until 31 August 2023
Clive Lawrence Major	1 September 2021 until 31 August 2024
David Edward William Smith	1 September 2021 until 31 August 2024
Christopher Thomas Collier	1 September 2021 until 31 August 2024

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ANNUAL REPORT FOR THE FOR THE YEAR ENDED 31 AUGUST 2021 – cont.

Structure, Governance and Management – cont.

Public benefit

The trustees of the Gloucester Rugby Heritage CIO have paid due regard to the Charity Commission's guidance on public benefit. The trustees believe that the requirements of the public benefit test are being met.

Risk management

The trustees periodically review the operational, financial, regulatory, legal and strategic risks affecting the charity. Appropriate measures to mitigate the effects of identified risks are in place and remain under review.

Objectives

The object of the charity is to advance the education of the public in the history of Gloucester Rugby Club and the part it has played in the life of the City of Gloucester and the County of Gloucestershire, by collecting, preserving and sharing its heritage.

Activities, Achievements and Performance

During the fifth year of the CIO from September 2020 to August 2021 there were four formal meetings of the trustees. No new trustees were appointed, and existing trustees were re-appointed when their terms of tenure ran out. There have been no changes to the constitution of the CIO.

The pandemic caused all meetings of the trustees to be held on Zoom, and the activities of the CIO to be reduced. Research of original documents, and cataloguing and deposits of memorabilia, in the Archives were restricted. Nevertheless, during the year, eleven volunteers contributed 4,425 hours of work to CIO activities.

Work continued on producing and loading material on our website, chiefly match programmes, reports and statistics, and family histories of Gloucester players. Access by the public has not been interrupted by the pandemic and there have been 25,604 sessions on the website. Individual requests from members of the public and from the Gloucester Club for information have been answered by e-mail.

Articles on the history of the Club have been published in the match programme for every home fixture. An archive continues to be built on the effects of the pandemic on Gloucester Rugby, with 2,854 items added, and will be placed in the Gloucestershire Heritage Hub and on our website in due course.

A team of volunteers has been researching and drafting our next book, on Gloucester Rugby players, which is now scheduled for publication during 2022. Sales of our previous books and our DVD have been limited by the closure of the Club shop for part of the year, and a drop in demand with no new publications.

The skills of volunteers have been enhanced in digital systems, audio and video editing, image restoration and presentation of material on the website.

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Future plans

It has been agreed that the CIO will provide displays to fill a room at The Folk, a new museum in Gloucester. Both visual and audio displays have been prepared, but various issues have delayed the opening of the museum, so our material has yet to be transferred to this venue.

Following publication of the Players book in 2022, another book is planned for publication in 2023, during the 150th anniversary of Gloucester Rugby, which will present the complete playing record of the Club.

Financial Review

Reserves policy - the trustees aim to retain a minimum of £2,000 as a reserve.

The attached accounts show the current state of the finances which the Trustees consider to be sound. The independent examiner is Miss S.E. Brown, who is a Chartered Accountant.

On behalf of the Trustees

Malcolm King, Chairman

10 May 2021

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF GLOUCESTER RUGBY HERITAGE CIO

I report on the accounts of the CIO for the year ended 31 August 2021, which are set out on pages 5 to 7.

Respective responsibilities of Trustees and Examiner

The CIO's Trustees are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and
- to 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 CIO 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 trustees have not met the requirements:
 - to keep proper 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 requirement of the Charities Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



S.E. Brown FCA, CTA

10 May 2021

2 Chancel Way
Charlton Kings
Cheltenham
Gloucestershire
GL53 7RR

GLOUCESTER RUGBY HERITAGE CIO
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RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2021

	Unrestricted Fund	Restricted Funds	2021 Total	2020 Total
	£	£	£	£
Receipts				
Sale of books	180	-	180	1,053
Sale of DVDs	-	-	-	332
Sponsorship	-	500	500	-
Total receipts	<u>180</u>	<u>500</u>	<u>680</u>	<u>1,385</u>
Payments				
Purchase of books	-	-	-	3,100
Photographs for "The Players" book	-	96	96	882
Purchase DVDs	-	-	-	237
MGVP from sale of first 50 DVDs	232	-	232	-
Website Hosting & Maintenance	432	-	432	360
Total payments	<u>664</u>	<u>96</u>	<u>760</u>	<u>4,579</u>
Net Receipts/ (Payments)	(484)	404	(80)	(3,194)
Cash Funds last year end	9,407	-	9,407	12,601
Cash Funds this year end	<u>8,923</u>	<u>404</u>	<u>9,327</u>	<u>9,407</u>

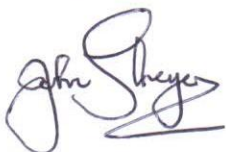
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STATEMENT OF ASSETS AND LIABILITIES

31 AUGUST 2021

	Unrestricted Fund	Restricted Funds	2021 Total	2020 Total
	£	£	£	£
Cash Funds				
Cash at bank	8,923	404	9,327	9,407
Total Cash Funds	<u>8,923</u>	<u>404</u>	<u>9,327</u>	<u>9,407</u>
Other Monetary Assets				
Debtors	273	-	273	180
	<u>273</u>	<u>-</u>	<u>273</u>	<u>180</u>
Other Assets				
Stock of Books	2,430	-	2,430	2,691
Stock of DVDs	90	-	90	90
	<u>2,520</u>	<u>-</u>	<u>2,520</u>	<u>2,781</u>
Assets Retained for Charity's own use				
Cost				
Laptop	500	-	500	500
	<u>500</u>	<u>-</u>	<u>500</u>	<u>500</u>

For and on behalf of Trustees



John Theyers
Treasurer

10 May 2021

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NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2021

1. RESTRICTED FUNDS

	“The Players”	Total
	£	£
Balance 1 September 2020	-	1,250
Receipts	500	-
	<u>500</u>	<u>1,250</u>
Payments	96	1,250
	<u>404</u>	<u>-</u>
Balance 31 August 2021	<u>404</u>	<u>-</u>