



British Student Taekwondo Federation

**Trustee Annual Report for the period:
01 July 2023 - 30 June 2024**

A Charitable Incorporated Organisation
Charity Number: 1169895

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1. Administrative Information for the reporting period

The Board presents its Trustees' Annual Report for the period of 01st July 2023 - 30th June 2024.

Reference and administrative information

Charity name:	British Student Taekwondo Federation
Charity registration number:	1169895 (England & Wales)
Charity structure:	Charitable Incorporated Organisation (CIO)
Registered Office and operational address:	48 Kingfisher Walk, Ash, Aldershot, Hampshire, GU12 6RF

Elected trustees

Mr Amar Farooq

Dr Jonathan Tuckett

Ms Emily Dingley

Non-executive director(s)

Dr Jason Smith

Honorary patrons

Mr Graham Jones

Mr Trevor Page

2. The Trust's Report

Objectives and activities

Introduction

The BSTF is a national student sport federation, founded in 1986 and becoming a registered charity in October 2016. Governed by its elected board of trustees the charity delivers a variety of sports services and organises a popular range of student sport competitions, education and training programmes, and other events. As the principal umbrella body in our sector, the charity provides the framework for open, multi-discipline competition between our member clubs, enabling taekwondo practitioners to train and to compete together.

Objects & Objectives

The charity's objects are: **The advancement for the public benefit of physical education among students in universities and colleges by the provision of services and promotion of the martial art and amateur sport of taekwondo.**

The charity's objects are achieved by the provision of services, including the delivery of sports training events and competitions, by acting as an umbrella body, and by providing advocacy and advice.

The charity's operations contribute to the public good by the promotion of sport, of healthy recreation and healthy lifestyles, through the provision of physical education, by providing volunteering opportunities, and by the education and training of athletes, coaches and umpires.

Public benefit statement

Following review of activities over the reporting period our trustees confirm the charity has complied with the duty in the Charities Act 2011 to have regard to guidance published by the Charity Commission on the operation of the charity for the Public Benefit.

Main activities

The charity's principle activities include the provision of our principle multi-discipline competition programme the university [Student National Taekwondo Championships Series](#). Since 2018 this event series has been delivered in partnership with [British Universities Colleges and Sport](#) (BUCS) [a registered charitable company and a major university sport umbrella organisation] as part of the BUCS programme of events. The charity also provides: various events and services, including but not limited to: European Universities Sports Association (EUSA) Championships and Games [qualification tournaments](#), and team management of the composite British universities squads attending European Universities Championships and European Universities Games; provision of volunteering opportunities, [umpire training courses and online exams](#) for the education and training of student, alumni and other member umpires; classroom and online based [training courses](#) for athlete and coach development; maintenance of the charity's [website](#) and promotional [social media](#) channels; an online membership account [profile management](#) system and event registration service; online services, [know as portals](#), for club managers, including club committee members, institution administrators and registered umpires; advice and support for

university students aiming to open [new taekwondo clubs](#); online publication of competition [results](#); administration of an annual [Club of the Year Award](#), delivery of the charity's [Annual General Meetings](#); provision of representation for practitioners of the sport of taekwondo, principally within UK universities; development and maintenance of partnership working with key organisations within the sector including university sport clubs, university sports departments and Students' Unions, the charitable company [BUCS](#), EUSA, Sport Recreation Alliance, the National Union of Students, various sport companies, the Sports Councils, and the Department for Culture, Media and Sport among others; and a number other projects related to our charity's objects.

Participation

The charity's events are designed to cater to athletes across all experience levels, and membership and participation in the charity's events is open to all. Participation in the charity's events comes in many forms, including as athletes, and in volunteering, umpiring and coaching roles. Our education and training services and events are open to all members of the public (tournament participation in a student-athlete role is restricted to university taekwondo club members who also hold membership of their respective charitable students' unions for the purposes of delivering inter-university sports championships).

Progress has been achieved in increasing the charity's year on year participation rates, as shown in Figure 1.

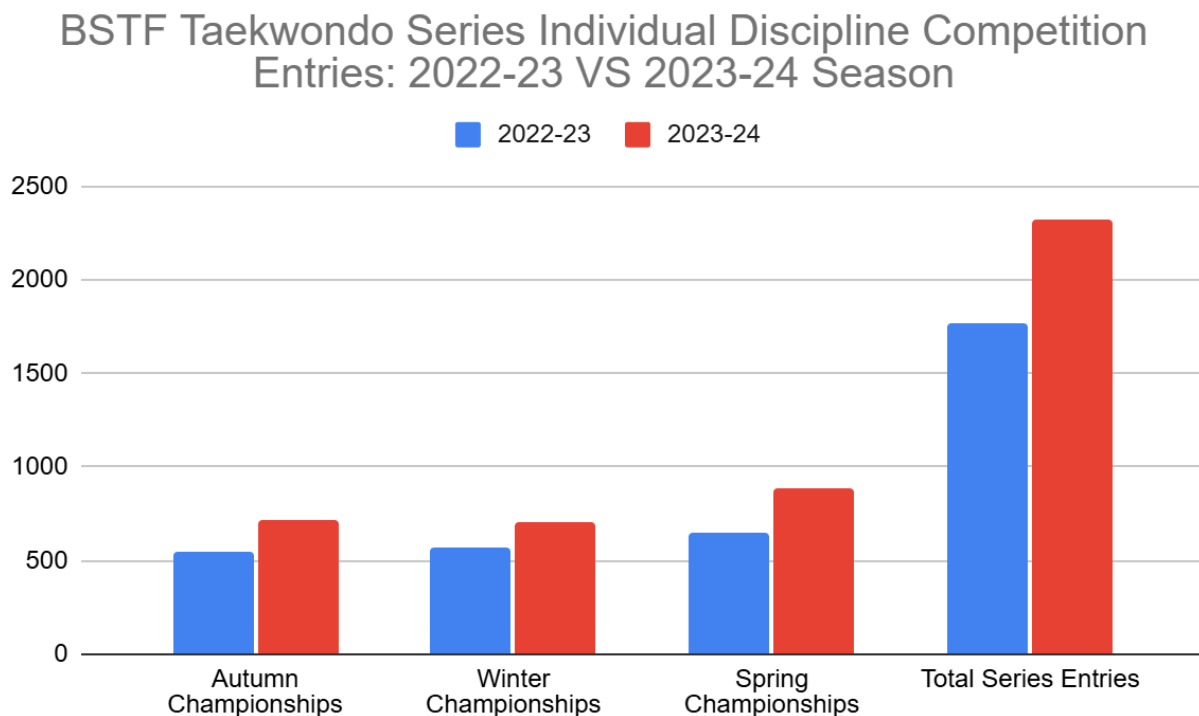


Figure 1. BSTF Principal Championships Entries 2022-23 VS 2023-24

Achievements and performance

Student National Taekwondo Championships Series in the 2023-24 Academic Year

The charity's three BSTF BUCS Student National Taekwondo Championships Series competitions welcomed many hundreds of student-athletes taking part over the three competition series, along with scores of coaches, and over 100 volunteers & umpires taking part in total. These events are the charity's principal events and primary source of both receipts and payments. Each are multi-discipline events which include the four of the most popular taekwondo disciplines at every event: WT rules sparring, ITF rules sparring, Kukkiwon patterns and Chang-Hon patterns, further subdivided by weight and class (i.e., experience level) divisions.

The 2024 European Universities Sport Association's European Universities Taekwondo Championships

The 2023-24 academic year's Championships Series was also the qualification tournament for 2024 EUSA European Universities Games (EUG) Taekwondo competition. The 2024 EUG event was held 12-24 of July in the cities of Debrecen and Miskolc, Hungary, and was the largest multi-sport event in Europe for the year of 2024, recording 4513 participants, representing 414 universities from 36 countries taking part in 21 sports on the EUG program, including Taekwondo disciplines. Over 800 volunteers from across Europe also participated in the event. A total of 38 qualifying athletes from 22 UK universities (up from 2023's 27 qualifying athletes from 19 UK universities), supported by half a dozen university club coaches and two BSTF team managers, together formed the composite team attending the event. Taekwondo was once again the single most successful medal winners, on per sport basis, among the UK university teams and composite teams attending this EUSA competition.

[The European University Sports Association (EUSA) is an umbrella non-governmental (NGO) non-profit organisation, working in the field of university sport in Europe. It links national university sport federations, universities, teams, individual competitors, volunteers and other partners in over 40 countries throughout Europe. EUSA Games represent the largest European multisport student event, and the champions league of European university sport.]

Club of the Year Award

In 2017 the charity launched our University Taekwondo: Club of the Year Award to highlight the hard work and dedication of club committees across the country. The award celebrates volunteer student committee members who have provided outstanding service to their members and to the wider community.

2023's University Taekwondo [Club of the Year Award](#) winners were King's College London.

King's College London's club and its committee shone brightly across multiple categories of the award. The judging panel praised the club's remarkable 60% increase in membership, strong club identity and culture, improvements in athletic performance, and breadth of activities provided to their members.

Umpires and volunteers supporting events

Dozens of officials, referees and student volunteers give up their time to support the BSTF in delivering high quality events and sporting experiences for student athletes.

The charity has continued to deploy our on demand online exams to achieve our introductory level umpire certification for volunteers, enhancing the value for, and training quality of volunteers attending our events.

The charity also delivered two editions of our full day, multi-discipline, in person umpire training courses in November 2023 and February 2024. These events provide opportunities for volunteers to gain a higher level of certification under the tutelage of international umpire instructors and available for free to current university students.

Development

While sport already plays a critical role in many aspects of the student experience and in promoting well-being across all campuses of higher education in the UK, we expect the advancement of amateur sport will become increasingly important over the next few years as higher education institutions place increasing emphasis on the student experience and of promoting the mental and physical well-being of their student populations. The board are pleased with the continued forward progress made across a range of administrative and programme delivery components of the charity's mission, and judge the BSTF to be well placed to deliver sustainable programmes of exceptional quality and benefit moving forward.

Structure, governance and management

Governance

The British Student Taekwondo Federation is a Charitable Incorporated Organisation (Charity number 1169895). The charity is governed by its board of trustees in accordance with its constitution and charity commission law, and additionally operated in accordance with its standard operating procedures (SOPs) for the governance and management of the charity.

Organisational structure

Members of the board attend board meetings at least quarterly, and often more regularly, to review governance and financial status, and reviewing the charity's recent and upcoming operations, and to facilitate its governance and long term planning.

Appointment of trustees

Governance of the charity is undertaken by the board which is composed of the elected trustees (the Trust), its executive directors and non-executive directors. The trust's trustees are elected annually at the charity's AGM, typically held during the first term of each university academic year. The AGMs are an opportunity for all clubs to gain the latest information about the charity's activities and to elect its governing trustees. Every university club in membership of their students' union and the BSTF carries an equal vote.

The induction of trustees

New trustees are inducted into the processes and procedures of the charity, including copies of “CC3 the essential trustee” and the charity’s standard operating procedures, its register of interests, guidance regarding board meetings, sub-committee roles and responsibilities, and the BSTF code of conduct. Furthermore, new trustees are made aware of the activities of the charity and provide online tuition on the access and use of the charity's IT systems.

Trustees’ register of interests

All trustees are required to enter and keep up to date a register of interests to identify and manage potential conflicts of interests.

3. Financial Review

Statement of Financial Activities

The charity’s primary source of receipts are its event entry fees and membership subscriptions.

The charity’s income & expenditure accounts for the period 30 July 2023 - 01 July 2024 are submitted on a receipts and payments basis, with total receipts of £119,190 and total payments of £123,485. This expenditure was fully applied in accordance with the organisation's primary objective of taekwondo development and participation.

Preparation of the annual budget

The executive prepares an annual budget, in advance of the next financial year, which is approved by the board. Financial risks are managed by review of the previous year’s projected budget and the respective categorised receipts and payments accounts when preparing the upcoming year’s budget. Projected receipts are modelled to assess the viability of new programmes, or changes to existing programmes.

Reserves policy

The charity aims to maintain reserves of £4,995 to ensure financial commitments may be cleared when due. This figure is reviewed at least annually.

Independent examiner

The charity’s independent examiner for the 2023-24 financial year is Dr. Sara Holland.

Financial controls

The charity maintains and regularly updates financial management standard operating procedures, with prudent financial controls reviewed and agreed by the board, including guidance and rules on: charity commission principles of financial management, the preparation of the annual budget, bank account management (including a requirement for the charity CEO to approve individual transactions over £1,000 and for trustees to read access to the charity’s accounts), on trustee travel expenses, and on the reporting of financial records to the board.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name

British Student Taekwondo Federation

No (if any)

1169895

Receipts and payments accounts

For the period
from

Period start date
1-Jul-23

To

Period end date
30-Jun-24

CC16a

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Charitable activities					
Event fees (RC01)	63,283.64	- .00	- .00	63,283.64	33,934.38
Subscriptions (RC02)	- .00	- .00	- .00	- .00	- .00
Sundry income (RC03)	5.00	- .00	- .00	5.00	- .00
Online receipts (RC04)	29,025.95	- .00	- .00	29,025.95	12,016.88
Independent receipts (RI)	6,875.00	- .00	- .00	6,875.00	- .00
Other receipts (RV)	20,000.00	- .00	- .00	20,000.00	31.75
		- .00	- .00	- .00	- .00
Sub total (Gross income for AR)	119,189.59	- .00	- .00	119,189.59	45,983.01
A2 Asset and investment sales, (see table).					
	- .00	- .00	- .00	- .00	- .00
Sub total	- .00	- .00	- .00	- .00	- .00
Total receipts	119,189.59	- .00	- .00	119,189.59	45,983.01
A3 Payments					
Charitable activities costs (PA)	105,244.03	- .00	- .00	105,244.03	41,163.32
Support costs (PS)	545.66	- .00	- .00	545.66	286.80
Independent costs (PI)	16,019.66	- .00	- .00	16,019.66	355.00
Loan repayments (PL)	1,675.46	- .00	- .00	1,675.46	1,042.67
Governance costs (PG)	- .00	- .00	- .00	- .00	350.00
	- .00	- .00	- .00	- .00	- .00
	- .00	- .00	- .00	- .00	- .00
	- .00	- .00	- .00	- .00	- .00
	- .00	- .00	- .00	- .00	- .00
Sub total	123,484.81	- .00	- .00	123,484.81	43,197.79
A4 Asset and investment purchases, (see table)					
Charitable activities equipment (AC)	- .00	- .00	- .00	- .00	- .00
	- .00	- .00	- .00	- .00	- .00
Sub total	- .00	- .00	- .00	- .00	- .00
Total payments	123,484.81	- .00	- .00	123,484.81	43,197.79
Net of receipts/(payments)	- 4,295.22	- .00	- .00	- 4,295.22	2,785.22
A5 Transfers between funds	- .00	- .00	- .00	- .00	- .00
A6 Cash funds last year end	33,512.46	- .00	- .00	33,512.46	- .00
Cash funds this year end	29,217.24	- .00	- .00	29,217.24	- .00

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at bank	29,217.24	- .00	- .00
		- .00	- .00	- .00
		- .00	- .00	- .00
	Total cash funds	29,217.24	- .00	- .00
	(agree balances with receipts and payments account(s))	OK	OK	OK


	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Petty cash	287.97	- .00	- .00
		- .00	- .00	- .00
		- .00	- .00	- .00
		- .00	- .00	- .00
		- .00	- .00	- .00
		- .00	- .00	- .00
		- .00	- .00	- .00

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			- .00	- .00
			- .00	- .00
			- .00	- .00
			- .00	- .00
			- .00	- .00

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Tangible Fixed Assests		- .00	- .00
	Charitable Activity Equipment	Unrestricted	- .00	- .00
			- .00	- .00
			- .00	- .00
			- .00	- .00
			- .00	- .00
			- .00	- .00
			- .00	- .00
			- .00	- .00
			- .00	- .00

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Bounce Back Loan Balance	Unrestricted	- .00	
			- .00	
			- .00	
			- .00	
			- .00	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
Colin West	Colin West	29Apr25
	Amar Farooq	29Apr25

Independent examiner's report to the trustees of BRITISH STUDENT TAEKWONDO FEDERATION

I report to the trustees on my examination of the accounts of the BRITISH STUDENT TAEKWONDO FEDERATION for the year ended 30 June 2024.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and 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.

Signed:



Name: Sara Holland PhD

Relevant professional qualification or membership of professional bodies (if any): EPA,
Chartered UK Patent Attorney

Address: 21 The Moor, Brinsley, Nottingham, NG16 5BB

Date: 24 April 2025