



Trustees' Annual Report for the period

	Period start date	Period end date
From	1 April 2020	To 31 March 2021

Section A

Reference and administration details

Charity name

KIVETON PARK FC 1892

Other names charity is known by

KIVETON PARK FOOTBALL CLUB

Registered charity number (if any)

1173952

Charity's principal address

9 Manor Farm Gardens

Sheffield

SHEFFIELD

Postcode

S25 5FS

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Chris Nelson	Club Chairman		
2	Gordon Johnson	Club Secretary		
3	Emily Rowles	Girls Secretary		
4	Tim Justice	Coach/Architect		
5	Martin Gray	Advisor		
6	Guseppe Di'Lasio	Wales High School Headmaster		
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
BANK	Natwest	Bawtry road, Wickerlsey, Rotherham, S66 1JY

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution adopted 26 th July 2017
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed and reappointed annually at the annual general meeting held in May/June each year.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Membership of the football club is open to anyone.

We are a community football club and can now accommodate all ages of boys and currently have only one age groups of girls missing from our structure.

The trustees oversee the day to day running of the football club and give it direction. The trustees seek the views of the club committee along with coaches, PLO (Parent Liaison Officers) and Club Volunteers in deciding the structure, ethos, and direction of the football club.

There is a child protection policy in place and an assigned FA qualified Welfare Officer. Criminal Records Bureau checks are carried out prior to any volunteer joining the football club. This is in line with both Football Association and statutory requirements.

Kiveton Park Football Club ("KPFC") is partnered with Wales High School ("WHS"), from whom we rent the football fields. We invest heavily in the site and share the onsite facilities with all the school children. We also offer school children fully subsidised courses for coaching and refereeing.

All trustees give their time voluntarily and received no remuneration or other benefits.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

- (a) to advance the amateur sport of association football.
- (b) to promote community participation in healthy recreation by providing facilities for playing association football (facilities means land, buildings, equipment and organising football activities).
- (c) to provide and assist in providing facilities for sport, recreation and other leisure time occupation of people who have need of such facilities because of their youth, age, infirmity or disablement, poverty or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving their conditions of life. '

In planning our activities each year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

The main activities are as follows:

- The amateur sport of Association Football
- Maintenance & development of the football pitches and site
- A programme of youth-orientated events and activities

These activities benefit everyone in the community by keeping them fit and healthy, developing their self-confidence and social skills.

We welcome anyone in our community regardless of their age, personal background, faith, gender or personal circumstances.

We have supported and gone beyond our roles on many occasions with many different personal and social issues to keep volunteers at our football club.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

We are very grateful for the many hour's volunteers have spent coaching the players of our football club.

We also are very grateful for the hours of groundwork that a very small core group of volunteers undertake to keep the playing surface in perfect playing condition, cutting grass, marking pitches and improving the structure of the soil.

Without this valuable contribution of time, energy and expertise we would not have been able to provide such a valuable sporting service to our community as well as improving the facilities for the 1500 school children.

We are continuing to focus on growing our club and having more teams for the local community to join. We have created a men's reserve team and a Ladies development team in addition to creating a new girls U8 and U16 team.

This would have not been possible without the time and effort of coaches volunteering their time to help build a safe and fun environment.

We continue to search actively for grants to help with key projects and to develop our club further. This is done by committee members and coaches within the club, and we ensure we make applications to obtain any relevant grant opportunities as this is a key funding stream for us as a charity.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

New nets were purchased and installed on our 9 vs 9 pitch.

Our other significant achievement was the continued growth of the girls and women's game. As a community football club, we are committed to serving the community regardless of gender.

We continued our hard work promoting the club, designing, printing off posters and delivering to local schools. We created a new ladies development team so that we can cater for all abilities and a new under 9 girls team was created from players that use our wildcats centre.

We continue to run our girls Wildcats centre for ages 5-11 and are planning on creating a new under 8 team for the new season.

For our men's section we created a new reserve team. This will enable a pathway to adult football for our boys Under 18's team and cater for all abilities.

Fundraising: We raised money as we do every year by a Christmas Raffle. Due to the COVID epidemic we decided that not to run our summer tournament. We received a grant from Sports England to help the club through this time.

We made significant improvements to our club café with the help of a grant by extending the space and creating a bar and upgrading the café to help improve income. Monies raised will be reinvested into the clubs' facilities. We now have a club house and a central place for members to meet.

Home kits were continued to be sponsored by Steelphalt across all age groups. Steelphalt have continued to provide significant support to the club in several areas throughout the year, and in particular are investing in a joint application to construct a floodlit 3G playing surface on our site. This is due in June 2022. Away kit sponsorship is arranged directly by each team individually, allowing local businesses to demonstrate their support for our club. We are very grateful for the support provided by each and every business in this manner.

Parents continued to pay for subscriptions for this season by standing order into our charity bank account maintaining transparency of parents subscriptions and meaning coaches don't have to deal with cash.

Pitch Care: We continue to invest heavily in improving the standard of our playing surfaces and volunteers. We purchased a push aerator to help with drainage and used 10 tonnes of drainage sand up from 3 tonnes in the previous year. This will hopefully get more games played during adverse weather. We trained one volunteer to level 1 and another to level 3 in maintaining winter pitches. Our grounds team won the grounds team of the year from the Sheffield FA which was well received recognition

Statement of the
Club's policy on reserves

Cash at the bank as of the 31st of March 2021 was £23,681 but this includes restricted funds of £13,444 which is mainly a grant to purchase a new tractor offset by money to be used to finish off our new café and bar area. Our Player subscription income was affected again, like last year, due to the Covid-19 outbreak. With several national lockdowns-imposed grassroots football was suspended for long periods resulting in us having to reduce and write off several months subscriptions. There was an increase in player numbers due to a few new teams which in the end helped us with these losses. This has reinforced to us as a club that we need to focus on building up our cash reserves and continuing to be very prudent with money. Over the next year it is our aim to try to build these cash reserves by extra fundraising and looking for grants to support the club. We will watch costs closely and ensure any expenditure is carefully monitored and controlled. The club still relies heavily on subscriptions, and this remains our primary income. There was a focus on trying to obtain sponsorship to help purchase teams away kits and various teams received valuable support during the year, but the Covid-19 outbreak had an effect on all businesses.

We also focused on obtaining grants and were lucky to receive a grant towards a new tractor and a grant from Sport England to help with the effects of the Covid-19 Pandemic.

Details of any funds materially
in deficit

Not applicable

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

We received unrestricted and restricted grants of £28,590 which has helped the club significantly.

Analysing our income and removing the grants, our primary source of income is from player subscriptions which this year made up 87% of our income and totalled £45,798. Due to the Covid-19 Pandemic and the suspension of several months for grassroots football as a club we decided to reduce annual subscriptions and write off several months. The subscriptions income is slightly more than last year still due to extra teams and an increase in player number compared to the previous year. Without these new teams and increase in numbers the income would have been much lower due to the reduction in annual subs.

The club received £4,750 in sponsorship which helped various teams to purchase full away kits and other clothing.

There was a small amount of fundraising totalling £855 but the club needs to focus on this area and significantly improve this amount to help support and fund future projects.

The club's largest expenditure during the year was £10,041 and this was to maintain and improve the pitches and ground facilities at the club. We regularly get positive feedback on the quality of our facilities, and we pride ourselves on offering our players and community a good place to play football. Due to issues with home kits the previous year we spent £8557 on new home kits for all players which we felt it was important to do even with the effects of Covid.

The other significant expenditure was winter training costs of £6564 although these costs were significantly reduced compared to the previous year due to the national lockdowns and suspension of grassroots football during the busiest times of year for winter training.

We will continue to invest in the players and the club to develop and provide high quality facilities for players from the local community.

Section F Other optional information

Future Plans:

Our biggest project is the joint application with Wales High School for the construction of a floodlit 3G playing surface. This has been delayed due to the COVID pandemic but will hopefully be delivered early 2022. We are in the process of organising a summer tournament for 2022 which will be valuable income to the club but also bring clubs from the local area together. The ground and pitches will be continued to be invested in heavily and the club has built up a good reputation for the quality of our facilities.

We are in the process of improving our café and turning it a club house with a bar and outside patio area. We hope this will improve our income as well as creating a central hub for the club to meet and hold functions.


The club will continue to ensure every new coach is level 1 qualified and we will look to support and develop coaches further by funding level 2 or level 3 courses where possible. We will also wish to invest in refereeing courses to help with the current shortage.

Finally we look to maintain our men and boys' teams as well as increasing our girls section. We are hoping this will bring in new sponsorship and continue and maintain our ambitions to be a true community grassroots Football Club.

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	GORDON JOHNSON	
Position (eg Secretary, Chair, etc)	SECRETARY	
Date	31/01/2022	

Receipts and payments accounts
CC16a

 For the period
from

01/04/2020

To

31/03/2022

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					
Player Subscriptions	45,798	-	-	45,798	44,503
Donations	528	-	-	528	1,442
Sponsorship	4,750	-	-	4,750	3,479
Xmas Raffle	-	-	-	-	113
Winter Training	-	-	-	-	50
Café Income / Tuck Shop Contribution	217	-	-	217	-
Womens Football trip income	72	-	-	72	1,718
Fundraising	855	-	-	855	871
Refunds for Ground Equipment rental	13	-	-	13	34
Contribution towards League Fines & Fees	132	-	-	132	388
Summer Tournament Income	-	-	-	-	8,008
Contribution towards kit	210	-	-	210	-
Grant - Covid 19 - Support	7,500	-	-	7,500	-
Grant - Co op - Unrestricted	-	-	-	-	3,166
Grant - New tractor	-	19,390	-	19,390	-
Grant Football Foundation	-	500	-	500	-
Grow the Game Grant	-	1,200	-	1,200	2,650
Grant Café refurbishment	-	-	-	-	5,000
Sub total (Gross income for AR)	60,075	21,090	-	81,165	71,432
A2 Asset and investment sales, (see table).					
Mower	750	-	-	750	-
Sub total	750	-	-	750	-
Total receipts	60,825	21,090	-	81,915	71,432
A3 Payments					
Kit Costs	8,557	-	-	8,557	6,757
Winter Training Costs	6,564	-	-	6,564	17,732
Ground Maintenance Costs	10,041	-	-	10,041	9,965
DBS Costs + Coach & Volunteer Training Courses	85	-	-	85	676
Equipment Costs	2,117	-	-	2,117	647
League Fees & Fines	1,808	-	-	1,808	5,344
End of Season Player Trophies	-	-	-	-	5,376
End of Season Player presentations	-	-	-	-	1,738
Womens Football Trip	926	-	-	926	988
Raffle Prizes	-	-	-	-	460
Refund of Player subscriptions	144	-	-	144	225
Printing & Advertising Costs	217	-	-	217	644
Utilities	465	-	-	465	1,182
Rent	1,500	-	-	1,500	2,250
Insurance	392	-	-	392	428
Referee Costs	598	-	-	598	896
Merchandise Costs	52	-	-	52	400
Charitable Donations	276	-	-	276	100
Summer Tournament Entrance Costs	-	-	-	-	485
Kiveton Summer Tournament costs	70	-	-	70	3,589
Legal Fees	1,200	-	-	1,200	-
Café Costs	-	-	-	-	129
Grow the game grant costs	-	2,646	-	2,646	2,646
Misc Costs	723	-	-	723	108
Sub total	35,735	2,646	-	38,381	62,765

A4 Asset and investment purchases, (see table)					
New Tractor	19,390	-	-	19,390	6,500
Aerator	2,000			2,000	
New café and Bar	8,458	5,000	-	13,458	
Sub total	29,848	5,000	-	34,848	6,500
Total payments	65,583	7,646	-	73,229	69,265
Net of receipts/(payments)	- 4,758	13,444	-	8,686	2,167
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	14,932		-	14,932	12,765
Cash funds this year end	10,174	13,444	-	23,618.00	14,932

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	10,174	13,444	-
		-	-	-
		-	-	-
		-	-	-
	Total cash funds	10,174	13,444	-
	(agree balances with receipts and payments account(s))			

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Goalposts	Unrestricted	-	-
	Tractor/Mower	Unrestricted	-	-
	Line Marker Machine	Unrestricted	-	-
	Kitchen Equipment	Unrestricted	-	-
	Ride on Mower	Unrestricted	-	-
	Commercial Strimmer x 2	Unrestricted	-	-
	Storage Containers x 5	Unrestricted	-	-
	Senior Goalposts	Unrestricted	-	-
	Aerator	Unrestricted	-	-
	Café/Bar	Unrestricted	-	-
	New tractor	Unrestricted	-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature

Print Name

Date of approval

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