



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 May 2023 to 30 April 2024

Charity name: Brentwood Community Football Alliance Youth League

Charity registration number: 1175432

Charity Address: Mount Maskall Cottage, Generals Lane, Boreham, Chelmsford, Essex, CM3 3HW

Objectives and Activities

The advancement of amateur sport for the public benefit by offering sporting opportunities (particularly youth football) to young people within a 25-mile radius of the Borough of Brentwood.

When planning our League activities for the year, the Trustees have considered the Commission's guidance on public benefit. We seek to redistribute any spare funds back to member clubs by keeping fees low and via the introduction of awards during the season.

All Committee members volunteer their time to enable the League to run smoothly.

Achievements and Performance

The League now provides football for all the age groups. In the non-competitive age groups, the League ran festivals for U7, league games for U7 to U8 and league and cup games for U9 to U11. For the competitive age groups the League provided Leagues and cups for U12 to U18. Also, in line with the FA approved policy, the League continues to allow Girls teams to play down a year to enable player development. This option was taken up by over 80 all Girls teams.

The league continues to offer a tiered membership structure to keep member costs down although increasing volumes of teams and the volume of cup and trophy competitions provided in the season means the tiered cost structure is always being reassessed.

Alongside this, the League offers the functionality for non-competitive teams to move mid-season to ensure teams play at their correct ability level and new teams can be added to the non-competitive age groups during the season. This in season realignment is well received by the member clubs.

Following a successful trial and to better assess the divisional allocation where teams had moved from 9-a-side to 11-a-side, the League ran mini U13 leagues for 6 weeks. After that and based on results the U13 divisions were established.

From March the additional U11 Trophy mini leagues were run again. This was to help managers in the transition to completing matchday returns for the following season.

The league has continued to look to organise and run courses for the benefit of its member clubs, but this has not been as successful as in previous years. In this arena it continues to work closely with the Essex FA.

As in the previous seasons the League continues to fund Sportsmanship and Referee Awards and introduced a new Club Admin Award.

The League continues to subscribe to the HelpWithIT website. Here Clubs each have their own admin portal where they manage their Club data and the League also has an admin portal to cover all the League admin. These continue to greatly assist with multiple administrative tasks and save time and effort.

The discipline committee met monthly to decide on the outcome of all league rule breaches. During the season several personal hearings were requested and held.

There have again been some negatives during the season. Firstly, several officers having joined at the non-competitive age group left very early on which put increased pressure on the League Secretary and other fixture Secretaries. This led to the League Secretary announcing that he will stand down at the AGM in June.

As in previous years, poor behaviour both on and off the field of play, resulted in match abandonments.

Financial Review

With the year-end ending one month before the end of the season, the accounts income and costs are not truly representative of the league true season position. This was discussed at a Trustees meeting where a proposal to change the year end date to 30 June was submitted and agreed. This is subject to ratification by the Charities Commission.

A new income element in the season was the introduction of a New £50 Member Club bond. This was introduced due to prior season issues with new clubs. As this is repayable it is classified as restricted. As there has been limited requests from Member Clubs to utilise the restricted CYFL fund this fund pot has been the subject of Trustee reviews and a plan has been proposed for implementation from next season. This will need to be ratified by the League Management Committee at the start of next season.

The League continues to have a good reputation with existing member Clubs and continues to attract new members. From an income perspective this led to an increase of 12% in team numbers. This in turn drove a 42% increase in the membership fee income to £37.8k. Continuing poor admin by many team managers increased the fines to £4.5k with Cup Finals attendance adding an additional £4.2k. Other income was bank interest £0.9k and £0.9 for Bonds.

Due to the demand on volunteer time and the logistics of multiple divisional cup finals the decision was taken by the Management Committee to only run bi-divisional cup finals. This resulted in lower costs than expected with only £17.4k being spent for the 34 Cup Finals. These ran over a 4-week period across 3 main sites. Costs for League trophies and the U11 Trophy Event added £8.8k.

The upgrade to the Festival booking website went ahead and so far £4k has been spent. Further costs are expected for the following year as the system enhancement has been more difficult to implement than expected.

The provision of futsal continues to be on hold.

Year-end creditors are estimated at £0.5k as most costs were invoiced and paid by 30 April.

Structure, Governance and Management

The League is governed by a Charitable Incorporated Organisation constitution which sets out the selection process for its Trustees.

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	John Meates	Chairman		
2	Peter Hockley	Secretary		
3	Mark Davidson			
4	Laurence Bough			
5	Michael Jackson			
6				
7				

The impact of the League Secretary announcing he would step down at the AGM meant the Trustees had to assess the best way forward to continue to provide the same level of service to its Member Clubs. To assist in this process the County FA was contacted. Following this the League was added to the FA panel which allows 20 free hours of FA consultancy covering a year. Following several of the consultancy meetings a proposal was presented to the Trustees to have a paid administrative employee under Rule 4.4. Two options are now under consideration: a contract of employment including running a payroll and pension or a yearly statement of works for a contractor.

Funds held as custodian trustees on behalf of others

Currently there are two Computing Laptops which have been purchased by the League and are held by the following League Officers:

Laurence Bough Registration Secretary and Treasurer
Stephen Hull Fixture Secretary

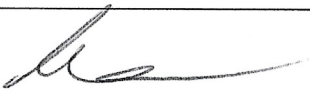
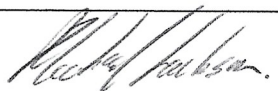
These were purchased to assist in the voluntary roles being performed. They remain the property of the League.

Declarations

The trustees declare that they have approved the trustees' report above. Signed on behalf of the charity's trustees.

Signatures(s)

Full names(s)
Position (e.g.
Secretary, Chair, etc)

	
Mark Davidson	Mike Jackson
Trustee	Trustee

Date

30 June 2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Brentwood Community Football Alliance Youth League

1175432

Receipts and payments accounts

CC16a

For the period
from

01/05/2023

To

30/04/2024

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					
Membership Fees	37,830	-	-	37,830	26,595
Fines	4,450	-	-	4,450	3,540
Interest	883	-	-	883	126
Other	4,139	-	-	4,139	25
Sponsorship	-	-	-	-	-
Development Fund (CYFL)	-	-	-	-	25,093
Bonds	-	850	-	850	-
	-	-	-	-	-
Sub total (Gross income for AR)	47,302	850	-	48,152	55,379
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	47,302	850	-	48,152	55,379
A3 Payments					
Pitch & Facilities	8,798	-	-	8,798	4,309
Referee Fees	4,385	-	-	4,385	2,337
Cup Final Trophies & Medals	5,280	-	-	5,280	10,654
Website	4,040	-	-	4,040	800
General Expenses	1,967	-	-	1,967	1,104
Computer	-	-	-	-	299
League Trophies & Medals	7,722	-	-	7,722	2,675
CYFL	-	-	-	-	104
Courses	560	-	-	560	-
	-	-	-	-	-
Sub total	32,752	-	-	32,752	22,282
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	32,752	-	-	32,752	22,282
Net of receipts/(payments)	14,550	850	-	15,400	33,097
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	33,741	25,093	-	58,834	25,737
Cash funds this year end	48,291	25,943	-	74,234	58,834

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	48,968	25,265	-
		-	-	-
		-	-	-
		-	-	-
	Total cash funds	48,968	25,265	-
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK

	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	Treasurer Laptop	Unrestricted	630	-
	Fixture Secreatry Laptop	Unrestricted	299	100
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Creditors	Unrestricted	500	01 May 2024
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	M JACKSON	2/7/24
	M DAVIDSON	2/7/24



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Brentwood Community Football Alliance Youth League

On accounts for the year
ended

30 April 2024

Charity no
(if any)

1175432

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/04/2024.

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 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 (~~other than that disclosed below*~~) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

* Please delete the words in the brackets if they do not apply.

Signed:

Carole Payne

Date:

30 October 2024

Name:

Carole Payne

Relevant professional
qualification(s) or body
(if any):

N/A

Address:

5 Coleridge Walk, Hutton, Brentwood

Essex, CM13 2RT