

# RICHMOND BRIDGE CLUB

England & Wales · Charity number 1175613

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2017-11-07

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Richmond Bridge Club  
Cambridge Park  
Twickenham  
TW1 2PG

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**Email** [manager@richmondbridgeclub.com](mailto:manager@richmondbridgeclub.com)

**Website** [www.richmondbridgeclub.com](http://www.richmondbridgeclub.com)

## Activities

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**Objects:** FOR THE PUBLIC BENEFIT(1) THE ADVANCEMENT OF AMATEUR SPORT BY PROMOTING THE GAME OF BRIDGE PRINCIPALLY BUT NOT EXCLUSIVELY FOR THE BENEFIT OF THE RESIDENTS OF RICHMOND AND THE SURROUNDING AREA.(2) THE PROVISION OF FACILITIES FOR THE LEARNING, TEACHING AND PLAYING OF BRIDGE PRINCIPALLY BUT NOT EXCLUSIVELY FOR THE BENEFIT OF THE RESIDENTS OF RICHMOND AND THE SURROUNDING AREA WITH THE OBJECT OF IMPROVING CONDITIONS OF LIFE.

**Activities:** To provide premises and facilities for members and their guests to learn, play and improve the game of Bridge in a safe and friendly environment.

## Classification

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- **How:** Provides Buildings/facilities/open Space, Provides Advocacy/advice/information
- **What:** Amateur Sport
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

## Geography

- Richmond Upon Thames
- Surrey

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£344,764	£339,732	-	-
2024-03-31	£331,363	£300,128	-	-
2023-03-31	£287,920	£260,968	-	-
2022-03-31	£252,907	£233,527	-	-
2021-03-31	£274,173	£308,999	-	-

## Trustees

Name	Role	Appointed
<b>Sally Durant</b>	Chair	2019-06-26
Derek Thrumble		2024-07-31
Jonathan Hird		2024-07-31
Mark Jeremy Simpson		2023-07-26
Penelope Anne Croucher		2025-07-31
Peter Stopford Streatfeild		2022-07-20
Sarah Jackson		2022-07-20
Simon Cocheme		2025-07-31
Valerie Glenday		2022-11-18
Victor John Martin		2022-03-20

**RICHMOND BRIDGE CLUB**

England & Wales - Charity number 1175613

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# Accounts

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# **Richmond Bridge Club**

**Registered Charity Number 1175613**

**Trustees' Report  
and  
Financial Statements  
for the year ended 31 March 2025**

**Richmond Bridge Club**  
**Trustees' Report and Financial Statements**  
**for the year ended 31 March 2025**

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# Richmond Bridge Club

## Trustees' Report for the year ended 31 March 2025



Richmond Bridge Club  
Registered Charity 1175613  
Cambridge Park, East Twickenham, TW1 2PG

Richmond Bridge Club (RBC or the Club), is a Charitable Incorporated Organisation formed to benefit Amateur Sport principally through the promotion of playing Bridge and the provision of facilities for playing Bridge.

### Trustees

The trustees at the start of this accounting period were:

Sally Young (Chair)  
Vic Martin (Secretary)  
Phillip Smitham (Treasurer)  
Sally Durant  
Titch Glenday  
Sarah Jackson  
Mark Simpson  
Peter Streatfeild

At the Annual General Meeting on 31st July 2024, Sally Young stood down as Chair and as a Trustee, Pip Smitham stood down as Treasurer but remained a trustee, Sally Durant was appointed Chair, Mark Simpson was appointed Treasurer and Jonathan Hird and Derek Thrumble, were elected as Trustees. Pip Smitham subsequently stood down as a Trustee on 31 March 2025.

### Governance and management

The governing document is the RBC Constitution as modified on 17<sup>th</sup> August 2022.

In planning the charity's activities, the trustees keep in mind the Charity Commission's guidance on public benefit.

All trustees are briefed on the role of trustees of RBC, given copies of the governing documents of RBC and referred to the detail on the Charity Commission website related to becoming a trustee and to the guidance on public benefit.

The trustees of RBC will consist of the Officers together with up to 7 other members of RBC, who shall be elected at an Annual General Meeting of RBC and shall retire in accordance with the terms of RBC's Constitution. Any member may put themselves forward for the position of trustee. If a position for a

# **Richmond Bridge Club**

## **Trustees' Report for the year ended 31 March 2025**

trustee becomes available during the year, the trustees may co-opt a member until the following Annual General Meeting. RBC's officers and trustees work entirely on a voluntary basis.

Operational details are delegated to the Manager of RBC whose terms of reference are agreed by the trustees. The Manager is an employee of RBC and governed by the terms of an employment contract. The Manager has the authority to employ staff where it is felt necessary to do so and has the authority to run the Club on a day-to-day basis. The trustees held regular meetings during the period at which the Manager was present. Richard Banbury was appointed to the role of Manager on 1<sup>st</sup> April 2023.

The Manager supervises the Assistant Manager, bar staff, card dealer and cleaners. He also works closely with the Club's bookkeeper.

RBC is affiliated to The English Bridge Union ("EBU") and participates in the Surrey Bridge Association.

### **Explanation of the work of RBC**

#### **Objectives**

RBC maintains premises for the purpose of providing bridge playing opportunities for its beneficiaries. Encouragement and facilities are made available to attract all those who want to engage in the game of bridge. Membership is open to all and visitors are welcome.

The objects of RBC are:

- The advancement of amateur sport by promoting the game of bridge principally but not exclusively for the benefit of the residents of Richmond and Twickenham and the surrounding area
- The provision of facilities for the learning, teaching and playing of bridge principally but not exclusively for the benefit of the residents of Richmond and Twickenham and the surrounding area with the object of improving conditions of life.

#### **Activities**

The main emphasis has been on providing facilities to play bridge in the clubhouse and there are currently 13 weekly duplicate sessions at varying levels and 2 bidding & play workshops. Once a month there is a team competition and a Saturday supper bridge. There are separate Christmas parties for duplicate players and students, and volunteers from the Club run an annual Richmond Café Bridge event in aid of a local charity. The Richmond Bridge Academy runs courses for beginners, improvers, intermediate and advanced players during term times. Competitions for intermediate/advanced players are run on weekends every 2-3 months.

The Club also runs online sessions mainly to enable members who find it difficult to attend the Clubhouse to continue playing bridge with their regular partners.

RBC supports the development of junior bridge in the County and juniors are welcome at RBC. To ensure that we comply with all procedures, RBC has ensured that we adhere to statutory regulations relating to Child Protection.

#### **Achievements and Performance**

All the bridge sessions that are currently run have space to accommodate additional players and membership of the Club is open to all applicants.

The number of members of RBC on 1<sup>st</sup> June 2025 was 1,193 (2024 – 1,137). The turnover of members in

# **Richmond Bridge Club**

## **Trustees' Report for the year ended 31 March 2025**

recent years has been in the region of 10% per annum.

The Manager regularly reviews whether provision should be made for additional sessions of bridge and the teaching of bridge. The Manager also regularly reviews the performance of the Session Directors who are all recruited from within the membership. The teaching staff are mainly from within the membership who have been sponsored to undertake the appropriate bridge teaching courses. The manager continues to actively look for appropriate members to recruit as Directors or Teachers and the Club sponsors the training of volunteers.

### **Facilities Investment during the Year and Plans for future years**

RBC's lease is a full repairing lease and the Club's manager supervises regular maintenance of the clubhouse. During the year the Club has invested in essential repairs to its IT infrastructure and the building fabric. In future it will look to improving the kitchen and storage areas.

### **Financial Review**

During the year, the Club has funded its operations by raising funds from members' annual subscriptions and from members playing and learning bridge in the Clubhouse and online.

The Club's finances continue to be stable. During the year the Club absorbed most cost inflation increases such as significantly increased utility costs (resulting from a beneficial long term fixed price contract ending) and staff costs, without increasing charges to members. A routine review of food and drink prices was carried out in January 2025 which led to some modest increases in prices. The Club financed the continuing programme of refreshing and refurbishment of equipment and premises from income arising during the year.

Significant additional ongoing costs will be incurred in the year to March 2026 as Government Regulation and Law continues to impact the Club's operations, leading to the Club having to subscribe to Professional Advice who will help ensure our Policies and Procedures meet all legislative requirements in areas such as Staff Health and Safety, Fire safety, Food safety, and Employment law, as well as keeping us apprised of new requirements as they emerge. There will also be costs involved with implementing the required procedures.

The premises repair programme will also continue this year as our increasingly elderly building requires attention.

### **Provisions**

The trustees have decided the charity should carry a provision for repairs and renewals necessary under the obligations set out in the lease with the Club's Landlord, Cambridge Park Bowling and Sports Club Ltd. The current lease is due to expire on 3<sup>rd</sup> August 2034 and RBC has commenced negotiations with the Landlord for an extension.

As the age of the building increases, the trustees consider that further funds may be necessary to maintain the standard required. The Trustees commissioned a full survey of the building during the year and repairs and improvements have been made as recommended by the surveyor.

### **Reserves**

The Trustees consider it prudent to hold sufficient reserves to cover six months of the fixed costs of expenditure. At the financial year end, RBC had Net Current Assets in excess of £120,000 (or £106,000 after provisions) and funds held at banks in excess of £198,000. This is deemed sufficient to maintain the ongoing operations of RBC. On the 31st March 2025, the Total Funds held by the Club amounted to £190,128 (31<sup>st</sup> March 2024 - £185,096).

**Richmond Bridge Club**  
**Trustees' Report for the year ended 31 March 2025**

**Independent Examiner**

The trustees consider that an audit is not required for this period and that an Independent Examination is needed. The Independent Examiner services have been contracted to a member of a qualified body.

This report was approved by the trustees on 30 June 2025 and signed on their behalf.



**Sally Durant**  
Chair of Trustees

**Richmond Bridge Club**  
**Financial Statements for the year ended 31 March 2025**  
**Independent Examiner's Report to the Trustees**

**Independent Examiner's Report to the Trustees of Richmond Bridge Club CIO**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31<sup>st</sup> March 2025 which comprise the Statement of Comprehensive Income including income and expenditure statement, the Balance Sheet and the related notes.

**Responsibilities and basis of report**

As the charity's trustees 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 charity's accounts carried out under section 145 of the 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**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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.



Paul Alexander BFP, FCA  
For and on behalf of:  
Accountancy Management Services Limited  
Chartered Accountants  
South Street House  
51 South Street  
Isleworth  
Middlesex TW7 7AA

Date: 9<sup>th</sup> July 2025

**Financial Statements for the year ended 31 March 2025**  
**Statement of Comprehensive Income including**  
**Income and Expenditure Account**

	Note	Year to 31.03.2025 All unrestricted £	Year to 31.03.2024 All unrestricted £
<b>Income</b>			
Donations, legacies and grants	5	12,003	11,437
Charitable activities	6	211,339	206,905
Other trading activities	7	85,896	80,878
Investment income		5,263	3,397
Other	8	30,263	28,746
<b>Total Income</b>		<b>344,764</b>	<b>331,363</b>
<b>Expenditure</b>			
Costs of raising funds	9	83,950	73,440
Expenditure on charitable activities	10	63,527	58,389
Other	11	192,255	168,299
<b>Total expenditure</b>		<b>339,732</b>	<b>300,128</b>
<b>Net income and movement in funds</b>		<b>5,032</b>	<b>31,235</b>
<b>Total funds brought forward</b>		185,096	153,861
<b>Total funds carried forward</b>		<b>190,128</b>	<b>185,096</b>

## Financial Statements for the year ended 31 March 2025

### Balance Sheet as at 31 March 2025

	Note	As at 31.03.2025 All unrestricted £	As at 31.03.2024 All Unrestricted £
<b>Fixed Assets</b>			
Tangible fixed assets	13	83,560	94,954
<b>Total fixed assets</b>		<b>83,560</b>	<b>94,954</b>
<b>Current assets</b>			
Stock	14	8,156	11,787
Debtors	15	7,318	5,063
Cash at bank and in hand		198,089	181,298
<b>Total current assets</b>		<b>213,563</b>	<b>198,148</b>
<b>Current Liabilities</b>			
Creditors falling due within one year	16	92,995	94,006
<b>Net current assets</b>		<b>120,568</b>	<b>104,142</b>
Provision for liabilities	17	14,000	14,000
<b>Net assets</b>		<b>190,128</b>	<b>185,096</b>
<b>The funds of the charity:</b>			
<b>Unrestricted funds</b>	18	<b>190,128</b>	<b>185,096</b>

Approved by the Trustees and signed on their behalf on 30 June 2025



**Mark Simpson FCA**  
Treasurer

# Financial Statements for the year ended 31 March 2025

## Notes to the Financial Statements

### 1. Accounting policies

#### a) Basis of preparation

The financial statements have been prepared under the historical cost convention on an accruals basis in accordance with the Charities Act 2011 and “Accounting and Reporting by Charities: Statement of Recommended Practice (SORP 2019) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)” (as amended for accounting periods commencing from 1 January 2016) and UK Generally Accepted Accounting Practices.

The accounts are prepared in pounds sterling and are rounded to the nearest pound.

#### b) Critical accounting estimates and judgements

In the application of the charity’s accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying value of assets and liabilities that are not readily apparent from other sources. The estimates and assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimate is revised where the revision affects only that period or in the period of the revision and future periods where the revision affects both current and future periods.

#### c) Income

Income is recognised when there is entitlement, certainty of receipt and the amount can be quantified with sufficient reliability. Members Subscriptions are deferred and then recognised as income in the proportion that relates to the financial year, payments into player accounts are only recognised as income when the player has taken part in a chargeable session.

#### d) Grant income

Grants are recognised in the period to which the underlying grants were received.

#### e) Debtors

Trade and other debtors are recognised at the settlement amount due. Accrued income and tax recoverable is included at the best estimate of the amounts receivable at the balance sheet date.

#### f) Creditors and provisions for liabilities and charges

A liability is recognized for the amount that the charity anticipates it will pay to settle a debt or the amount it has received as an advance payment for goods or services it must provide. A provision is recognized when:

- There is a present obligation at the reporting date as a result of a past event,
- it is probable that a transfer of economic benefit, usually in the form of cash, will be required in settlement, and
- the amount of the settlement can be estimated reliably.

# Financial Statements for the year ended 31 March 2025

## Notes to the Financial Statements

### g) Allocation of support costs

Support costs are allocated to individual activities where they are directly related to that activity. Where the support cost is not directly related to an individual activity, it is allocated to activities on the basis of the proportion of total resources expended for each activity.

### h) Tangible fixed assets and depreciation

The leasehold property is amortised on a straight-line basis over the duration of the lease. Other tangible fixed assets, comprising office, catering and bridge furniture and playing equipment, are stated at cost and depreciated over their estimated useful lives of between 5 and 10 years on a straight-line basis.

### i) Cash at bank and in hand

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

### j) Stock

Stock is valued at the lower of cost and net realisable value.

### k) Provisions

Provision is being built up for the estimated cost of repairs and renewals necessary under the terms of the property lease, based on the Trustees' estimates of such costs. The obligations are contained in the lease with the club's Landlord, Cambridge Park Bowling and Sports Club Ltd.

## 2. Accounting Period and Comparative figures

These financial statements are for the year ended 31<sup>st</sup> March 2025. The comparative figures are for the year ended 31<sup>st</sup> March 2024.

## 3. The Charity

RBC was registered as a Charitable Incorporated Organisation with the Charity Commission on 7<sup>th</sup> November 2017, charity number 1175613. The club is based at Cambridge Park, Twickenham, TW1 2PG. The charity is a public benefit entity.

## 4. Leasehold property

The charity holds a lease of the property at Cambridge Park, East Twickenham, Middlesex TW1 2PG. On 16 April 2019, the landlord, Cambridge Park Bowling and Sports Club Ltd, agreed to an extension of the lease for a further seven years and four months until 3 August 2034.

Lease commitments:	£	
Due not later than 1 year	18,992	
Due later than 1 year but not later than 5 years	75,968	(subject to rent review 4.04.2027)
Due later than 5 years	82,299	(subject to rent review 04.04.2027 and 04.04.2032)

## Financial Statements for the year ended 31 March 2025

### Notes to the Financial Statements

	Year to 31.03.2025 £	Year to 31.03.2024 £
<b>5. Donations, legacies and grants</b>		
Donations	5,210	5,001
Gift Aid	6,793	6,436
	<b>12,003</b>	<b>11,437</b>
<b>6. Charitable activities</b>		
This year the income arises from the charity's own bridge playing sessions both in the Clubhouse and online, letting out of club house space and for teaching sessions run by RBC, as follows:		
	£	£
Table money	124,569	120,892
Online Income	22,532	34,091
Teaching income	61,388	49,701
Room hire and bridge events	2,850	2,221
	<b>211,339</b>	<b>206,905</b>
<b>7. Other trading activities</b>	£	£
Club bar and catering sales	61,314	55,688
Proceeds from social events	11,583	11,857
Car parking sales	10,762	9,950
Diary and card sales	1,100	1,207
Dealing service sales	1,137	2,176
	<b>85,896</b>	<b>80,878</b>
<b>8. Other</b>	£	£
Member subscriptions	30,263	28,746
	<b>30,263</b>	<b>28,746</b>
<b>9. Cost of raising funds</b>	£	£
Club bar and catering	62,948	52,992
Social events	9,914	10,440
Car parking	11,088	10,008
	<b>83,950</b>	<b>73,440</b>

## Financial Statements for the year ended 31 March 2025

### Notes to the Financial Statements

<b>10. Expenditure on charitable activities</b>	<b>£</b>	<b>£</b>
Bridge directors' fees	1,087	2,580
Online costs	8,602	14,095
Teaching costs	23,307	17,650
EBU pay to play	13,637	12,728
Donations	4,800	4,427
Dealing costs	8,249	5,910
Bridge stationery and supplies	3,368	904
Competition entry costs	477	95
	<b><u>63,527</u></b>	<b><u>58,389</u></b>

<b>11. Other</b>	<b>£</b>	<b>£</b>
Administration salaries and self-employed costs	87,444	83,021
Property and equipment repairs	18,685	13,845
Equipment rental and service charge	165	171
Rent and rates	19,199	19,187
Insurance	3,681	3,419
Advertising and promotion	12,905	5,480
Printing and stationery	1,515	812
Cleaning	15,488	15,227
Utilities	13,019	7,033
Subscriptions	2,339	2,356
Credit card finance charges	2,774	2,623
Professional fees	990	970
Software costs	625	918
Bad Debts	510	7
Health & Safety compliance costs	524	875
Miscellaneous	206	(581)
Amortisation and depreciation	12,186	12,936
	<b><u>192,255</u></b>	<b><u>168,299</u></b>

<b>12. Employees</b>	<b>£</b>	<b>£</b>
<b>Employment costs</b>		
Wages and salaries	112,352	99,125
Social security	5,320	3,790
Employer's contributions to defined contribution pension scheme	223	500
	<b><u>117,895</u></b>	<b><u>103,415</u></b>

The above employment costs are included in Club bar and catering of £83,950 in Note 9, Bridge Directors Fees and Teaching Costs in Note 10 and Administration salaries and self-employed costs of £87,444 in note 11.

## Financial Statements for the year ended 31 March 2025

### Notes to the Financial Statements

Remuneration for key members of staff amounted to £57,334 (Year to 31.03.2024: £49,500). There are no employees who received total employee benefits (excluding employer pension costs) of more than £60,000.

The average monthly number employees during the period was 7 of which 3 were administration staff and 4 were bar staff (2024: 2 and 3 respectively).

#### 13. Tangible fixed assets

	Leasehold Property £	Fixtures & Fittings £	Total £
<b>Cost</b>			
At 01.04.2024	214,387	71,686	286,073
Additions in period	-	792	792
Disposals	-		
At 31.03.2025	<u>214,387</u>	<u>72,478</u>	<u>286,865</u>
<b>Amortisation and depreciation</b>			
At 01.04.2024	124,106	67,013	191,119
Charge for the year	9,027	3,159	12,186
On disposals			
At 31.03.2025	<u>133,133</u>	<u>70,172</u>	<u>203,305</u>
<b>Net book value carried forward</b>	<u>81,254</u>	<u>2,306</u>	<u>83,560</u>
Net book value brought forward	<u>90,281</u>	<u>4,673</u>	<u>94,954</u>

#### 14. Stock

	£	£
Bar and catering	1,528	1,536
Car parking vouchers	1,035	2,910
Bridge stationery and supplies	4,842	6,220
Teaching aids	751	1,121
	<u>8,156</u>	<u>11,787</u>

#### 15. Debtors

	£	£
Accrued income	127	133
Prepayments	7,191	4,930
	<u>7,318</u>	<u>5,063</u>

## Financial Statements for the year ended 31 March 2025

### Notes to the Financial Statements

<b>16. Creditors falling due within one year</b>	<b>£</b>	<b>£</b>
Members accounts	47,029	48,741
Trade creditors	5,972	4,915
Accrued expenses	13,888	15,546
Other creditors	9,216	8,464
Taxation and Social Security	16,890	16,340
	<u>92,995</u>	<u>94,006</u>

Other creditors are deferred income from membership subscriptions that relate to future periods of membership, 31 March 2025 £9,216. (31st March 2024 £8,464).

<b>17. Provision for liabilities</b>	<b>£</b>	<b>£</b>
Provision at end of previous period	14,000	9,500
(Released)/Charged in period	-	4,500
	<u>14,000</u>	<u>14,000</u>

<b>18. Total Funds</b>	<b>£</b>	<b>£</b>
	<b>All Unrestricted</b>	<b>All Unrestricted</b>
Total funds brought forward	185,096	153,861
Movement in funds	5,032	31,235
	<u>190,128</u>	<u>185,096</u>

#### **19. Leasehold Property**

The rental per annum, until the rent review on 4<sup>th</sup> April 2027, is £18,992.

#### **20. Related party transactions**

Members of the trustee board are occasionally called upon to act as session directors, teachers and assist with administrative duties. When they are remunerated, they are remunerated on the same basis as other session directors and teachers with similar qualifications. Those carrying out administrative duties are paid at amounts agreed by the Trustees. The total paid to trustees and related parties for such services in the year was £806 (31.03.2024: £2,874).

#### **21. Trustees' remuneration**

Other than disclosed in the Related party transactions (Note 20), none of the trustees have been paid any remuneration or received any other benefits from an employment with the charity.

No trustee expenses have been incurred.

## **Financial Statements for the year ended 31 March 2025**

### **Notes to the Financial Statements**

#### **22. Independent Examiner's remuneration**

The remuneration for the Independent Examiner for the year is £990 (2024: £970).

#### **23. Going concern**

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Based on this, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **24. Contingent liability**

There were no contingent liabilities at the year end.

**RICHMOND BRIDGE CLUB**

England & Wales - Charity number 1175613

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# Accounts

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# **Richmond Bridge Club**

**Registered Charity Number 1175613**

**Trustees' Report  
and  
Financial Statements  
for the year ended 31 March 2024**

**Richmond Bridge Club**  
**Trustees' Report and Financial Statements**  
**for the year ended 31 March 2024**

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# Richmond Bridge Club

## Trustees' Report for the year ended 31 March 2024



Richmond Bridge Club  
Registered Charity 1175613  
Cambridge Park, East Twickenham, TW1 2PG

Richmond Bridge Club ("RBC"), the charity was formed out of its previous entity - a members' club, when it acquired the undertaking and all the assets and liabilities of Richmond Bridge Club following a general meeting on 11<sup>th</sup> October 2017. RBC operates under a constitution closely following Charity Commission guidance that lays out the detailed arrangements for running the organisation.

RBC is affiliated to The English Bridge Union ("EBU") and participates in the Surrey Bridge Association.

### Trustees

The Officers and trustees at the start of this accounting period were:

Sally Young - Chair  
Vic Martin - Secretary  
Phillip Smitham - Treasurer  
Sally Durant  
Sarah Jackson  
Peter Streatfeild  
Titch Glenday

At the Annual General Meeting on 26<sup>th</sup> July 2023, Mark Simpson and Titch Glenday, a co-opted Trustee, were elected as Trustees.

### Governance and management

The trustees of RBC consist of the Officers and up to 7 other members of the Club. Any member may make an application for the position of trustee and requires to be voted on at the Annual General meeting for a term of three years after which the trustee may stand again for a further two consecutive terms. If a position for a trustee becomes available during the year, the trustees may appoint a member until the following Annual General Meeting. The Officers and trustees work entirely on a voluntary basis.

All newly appointed trustees are briefed on the role of trustees of RBC, given copies of the governing documents and referred to the detail on the Charity Commission website related to becoming a trustee and to the guidance on public benefit.

# **Richmond Bridge Club**

## **Trustees' Report for the year ended 31 March 2024**

### **Governance and management (continued)**

The Manager of RBC, Richard Banbury, was appointed on 3<sup>rd</sup> April 2023 and is responsible for the RBC's operational matters. The Manager is an employee of RBC; governed by the terms of an employment contract. The Manager is responsible for the Assistant Manager, the Bar Staff, the Card Dealer, the Cleaners, Teachers and Directors. He also works closely with the Book Keeper.

The trustees hold regular meetings, which the Manager attends. In planning the charity's activities, the trustees keep in mind the Charity Commission's guidance on public benefit.

### **Explanation of the work of RBC**

RBC maintains premises for the purpose of providing bridge playing opportunities and facilities to all those who want to engage in the game of bridge. Membership is open and visitors are welcome.

The object of RBC is:

- The provision of facilities for the learning, teaching and playing of bridge principally but not exclusively for the benefit of the residents of Richmond and Twickenham and the surrounding area

### **Activities**

RBC offers 9 bridge sessions per week, in the clubhouse, plus 4 sessions of online bridge per week to cater for our members who are unable to attend the clubhouse. There is a thriving teaching programme for beginners and intermediate players along with a number of supervised sessions to enable learners to progress. Bridge Competitions are also run on a regular basis throughout the year as well as monthly supper sessions on a Saturday evening.

RBC supports the development of junior bridge in the County. Juniors are welcome at RBC. To ensure that we comply with all procedures, RBC has ensured that we adhere to statutory regulations relating to Child Protection.

### **Performance**

The number of members of the RBC on 1<sup>st</sup> June 2024 was 1137. The turnover of members in recent years has been in the region of 10% per annum.

The Manager regularly reviews whether provision should be made for additional sessions of bridge and the teaching of bridge. The Manager also regularly reviews the performance of the Session Directors who are all recruited from within the membership. The teaching staff are mainly from within the membership who have been sponsored to undertake the appropriate bridge teaching courses. The manager continues to actively look for appropriate members to recruit as Directors or Teachers.

# Richmond Bridge Club

## Trustees' Report for the year ended 31 March 2024

### Financial Review

During this period of activity, the charity has funded its bridge operations by raising funds from members' annual subscriptions and playing and learning bridge both in the Clubhouse and online.

Players pay a standard amount (known as "table money") for each session of bridge; £7 if playing in the Clubhouse and £4 (£3 for shorter sessions and free for juniors) for online bridge. Non-members of the charity are asked to pay an additional sum of £3, if playing at the Clubhouse, and £2 for each online session they play.

In the financial year to 31<sup>st</sup> March 2024, it was the policy to hold sufficient reserves equal to a minimum of three months of the RBC's fixed costs of expenditure. A review of RBC policies has been made and it has been agreed by the trustees that RBC will now hold sufficient reserves to cover six months of the fixed costs of expenditure. At the financial year end, RBC had Net Current Assets in excess of £104,000 (or £90,000 after provisions) and funds held at banks in excess of £180,000. This is deemed sufficient to maintain the ongoing business of RBC. On the 31<sup>st</sup> March 2024, the Total Funds held by the Club amounted to £185,096 (31.03.2023 - £153,861).

The treasurer ensures the trustees are given financial information on a regular basis and any area for concern is highlighted. The only fund that the club maintains is the General Fund which is unrestricted.

### Provisions

The trustees have decided the charity should carry a provision for repairs and renewals necessary under the obligations set out in the lease with our Landlord, Cambridge Park Bowling and Sports Club Ltd. As the age of the building increases, we consider that further funds may be necessary to maintain the standard required. The Trustees will be commissioning a full survey of the building prior to commencing extension of the lease negotiation in January 2025

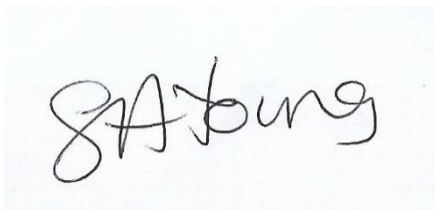
### Independent Examiner

The trustees consider that an audit is not required for this period and that an Independent Examination is needed. The Independent Examiner services have been contracted to a qualified body.

### Plans for future years

The Club has plans to improve the bicycle storage area and refurbish the kitchen, subject to a lease extension.

This report was approved by the trustees on 8<sup>th</sup> July 2024 and signed on their behalf.



**Sally Young**  
Chairperson

**Richmond Bridge Club**  
**Financial Statements for the year ended 31 March 2024**  
**Independent Examiner's Report to the Trustees**

**Independent Examiner's Report to the Trustees of Richmond Bridge Club CIO**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31<sup>st</sup> March 2024 which comprise the Statement of Comprehensive Income including income and expenditure statement, the Balance Sheet and the related notes.

**Responsibilities and basis of report**

As the charity's trustees 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 charity's accounts carried out under section 145 of the 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**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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.



Paul Alexander BFP, FCA  
For and on behalf of:  
Accountancy Management Services Limited  
Chartered Accountants  
South Street House  
51 South Street  
Isleworth  
Middlesex TW7 7AA

Date: 10<sup>th</sup> July 2024

**Richmond Bridge Club**  
**Financial Statements for the year ended 31 March 2024**  
**Statement of Comprehensive Income including**  
**Income and Expenditure Account**

	Note	Year to 31.03.2024 All unrestricted £	Year to 31.03.2023 All unrestricted £
<b>Income</b>			
Donations, legacies and grants	5	11,437	6,764
Charitable activities	6	206,905	182,266
Other trading activities	7	80,878	67,024
Investment income		3,397	768
Other	8	28,746	31,098
<b>Total Income</b>		<b>331,363</b>	<b>287,920</b>
<b>Expenditure</b>			
Costs of raising funds	9	73,440	67,424
Expenditure on charitable activities	10	58,389	62,347
Other	11	168,299	131,197
<b>Total expenditure</b>		<b>300,128</b>	<b>260,968</b>
<b>Net income and movement in funds</b>		<b>31,235</b>	<b>26,952</b>
<b>Total funds brought forward</b>		153,861	126,909
<b>Total funds carried forward</b>		<b>185,096</b>	<b>153,861</b>

**Richmond Bridge Club**  
**Financial Statements for the year ended 31 March 2024**  
**Balance Sheet as at 31 March 2024**

	Note	As at 31.03.2024 All unrestricted £	As at 31.03.2023 All Unrestricted £
<b>Fixed Assets</b>			
Tangible fixed assets	13	94,954	104,879
<b>Total fixed assets</b>		<b>94,954</b>	<b>104,879</b>
<b>Current assets</b>			
Stock	14	11,787	12,783
Debtors	15	5,063	6,134
Cash at bank and in hand		181,298	120,254
<b>Total current assets</b>		<b>198,148</b>	<b>139,171</b>
<b>Current Liabilities</b>			
Creditors falling due within one year	16	94,006	80,689
<b>Net current assets</b>		<b>104,142</b>	<b>58,482</b>
Provision for liabilities	17	14,000	9,500
<b>Net assets</b>		<b>185,096</b>	<b>153,861</b>
<b>The funds of the charity:</b>			
<b>Unrestricted funds</b>	18	<b>185,096</b>	<b>153,861</b>

Approved by the Trustees and signed on their behalf on 8<sup>th</sup> July 2024



**Phillip Smitham**

Treasurer

**Richmond Bridge Club**  
**Financial Statements for the year ended 31 March 2024**  
**Notes to the Financial Statements**

**1. Accounting policies**

**a) Basis of preparation**

The financial statements have been prepared under the historical cost convention on an accruals basis 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 and Republic of Ireland (FRS 102) (effective 1 January 2019) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The accounts are prepared in pounds sterling and are rounded to the nearest pound.

**b) Critical accounting estimates and judgements**

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying value of assets and liabilities that are not readily apparent from other sources. The estimates and assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimate is revised where the revision affects only that period or in the period of the revision and future periods where the revision affects both current and future periods.

**c) Income**

Income is recognised when there is entitlement, certainty of receipt and the amount can be quantified with sufficient reliability.

**d) Grant income**

Grants are recognised in the period to which the underlying grants were received.

**e) Debtors**

Trade and other debtors are recognised at the settlement amount due. Accrued income and tax recoverable is included at the best estimate of the amounts receivable at the balance sheet date.

**f) Creditors and provisions for liabilities and charges**

A liability is recognized for the amount that the charity anticipates it will pay to settle a debt or the amount it has received as an advance payment for goods or services it must provide. A provision is recognized when:

- There is a present obligation at the reporting date as a result of a past event,
- it is probable that a transfer of economic benefit, usually in the form of cash, will be required in settlement, and
- the amount of the settlement can be estimated reliably.
-

**Richmond Bridge Club**  
**Financial Statements for the year ended 31 March 2024**  
**Notes to the Financial Statements**

**g) Allocation of support costs**

Support costs are allocated to individual activities where they are directly related to that activity. Where the support cost is not directly related to an individual activity, it is allocated to activities on the basis of the proportion of total resources expended for each activity.

**h) Tangible fixed assets and depreciation**

The leasehold property is amortised on a straight-line basis over the duration of the lease. Other tangible fixed assets, comprising office, catering and bridge furniture and playing equipment, are stated at cost and depreciated over their estimated useful lives of between 5 and 10 years on a straight-line basis.

**i) Cash at bank and in hand**

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

**j) Stock**

Stock is valued at the lower of cost and net realisable value.

**k) Provisions**

Provision is being built up for the estimated cost of repairs and renewals necessary under the terms of the property lease, based on the Trustees' estimates of such costs. The obligations are contained in the lease with the club's Landlord, Cambridge Park Bowling and Sports Club Ltd.

**2. Accounting Period and Comparative figures**

These financial statements are for the year ended 31<sup>st</sup> March 2024. The comparative figures are for the year ended 31<sup>st</sup> March 2023.

**3. The Charity**

RBC was registered as a charity with the Charity Commission on 7<sup>th</sup> November 2017, charity number 1175613. The club is based at Cambridge Park, Twickenham, TW1 2PG. The charity is a public benefit entity.

**4. Leasehold property**

The charity holds a lease of the property at Cambridge Park, East Twickenham, Middlesex TW1 2PG. On 16 April 2019, the landlord, Cambridge Park Bowling and Sports Club Ltd, agreed to an extension of the lease for a further seven years and four months until 3 August 2034.

Lease commitments:	£	
Due not later than 1 year	18,992	
Due later than 1 year but not later than 5 years	75,968	(subject to rent review 4.04.2027)
Due later than 5 years	101,291	(subject to rent review 04.04.2027 and 04.04.2032)

**Richmond Bridge Club**  
**Financial Statements for the year ended 31 March 2024**  
**Notes to the Financial Statements**

	Year to 31.03.2024 £	Year to 31.03.2023 £
<b>5. Donations, legacies and grants</b>		
Donations	5,001	242
Gift Aid	6,436	6,522
	<u>11,437</u>	<u>6,764</u>
<b>6. Charitable activities</b>		
This year the income arises from the charity's own bridge playing sessions both in the Clubhouse and online, letting out of club house space and for teaching sessions run by RBC, as follows:		
	£	£
Table money	120,892	92,848
Online Income	34,091	50,745
Teaching income	49,701	37,355
Room hire and bridge events	2,221	1,318
	<u>206,905</u>	<u>182,266</u>
<b>7. Other trading activities</b>	£	£
Club bar and catering sales	55,688	47,024
Proceeds from social events	11,857	12,601
Car parking sales	9,950	7,026
Diary and card sales	1,207	-
Dealing service sales	2,176	373
	<u>80,878</u>	<u>67,024</u>
<b>8. Other</b>	£	£
Member subscriptions	28,746	31,098
	<u>28,746</u>	<u>31,098</u>
<b>9. Cost of raising funds</b>	£	£
Club bar and catering	52,992	51,427
Social events	10,440	11,838
Car parking	10,008	4,159
	<u>73,440</u>	<u>67,424</u>

**Richmond Bridge Club**  
**Financial Statements for the year ended 31 March 2024**  
**Notes to the Financial Statements**

<b>10. Expenditure on charitable activities</b>	<b>£</b>	<b>£</b>
Bridge directors' fees	2,580	7,883
Online costs	14,095	20,301
Teaching costs	17,650	10,894
EBU pay to play	12,728	12,197
Donations	4,427	-
Dealing costs	5,910	5,679
Bridge stationery and supplies	904	5,280
Competition entry costs	95	113
	<b>58,389</b>	<b>62,347</b>

<b>11. Other</b>	<b>£</b>	<b>£</b>
Administration salaries and self-employed costs	83,021	64,546
Property and equipment repairs	13,845	7,300
Equipment rental and service charge	171	634
Rent and rates	19,187	19,094
Insurance	3,419	3,156
Advertising and promotion	5,480	1,549
Printing and stationery	812	1,318
Cleaning	15,227	8,962
Utilities	7,033	6,811
Subscriptions	2,356	1,475
Credit card finance charges	2,623	1,600
Professional fees	970	950
Software costs	918	865
Bad Debts	7	61
Health & Safety compliance costs	875	135
Miscellaneous	(581)	393
Amortisation and depreciation	12,936	12,348
	<b>168,299</b>	<b>131,197</b>

**Richmond Bridge Club**  
**Financial Statements for the year ended 31 March 2024**  
**Notes to the Financial Statements**

<b>12. Employees</b>		<b>£</b>	<b>£</b>
	<b>Employment costs</b>		
	Wages and salaries	99,125	63,423
	Social security	3,790	1,844
	Employer's contributions to defined contribution pension scheme	500	1,261
		<b>103,415</b>	<b>66,528</b>

The above employments costs are included in Administration salaries and self-employed costs of £83,021 in note 11 and Club bar and catering of £52,992 in Note 9.

Remuneration for key members of staff amounted to £45,008 (Year to 31.03.2023: £37,166). There are no employees who received total employee benefits (excluding employer pension costs) of more than £60,000.

The average monthly number of full-time equivalent employees during the period was 3 of which 2 were administration staff and 1 was bar staff (2023: 1 and 1 respectively).

**13. Tangible fixed assets**

	Leasehold Property £	Fixtures & Fittings £	Total £
<b>Cost</b>			
At 01.04.2023	214,387	104,983	319,370
Additions in period	-	3,011	3,011
Disposals	-	(36,308)	(36,308)
At 31.03.2024	<b>214,387</b>	<b>71,686</b>	<b>286,073</b>
<b>Amortisation and depreciation</b>			
At 01.04.2023	115,078	99,413	214,491
Charge for the year	9,028	3,908	12,936
On disposals	-	(36,308)	(36,308)
At 31.03.2024	<b>124,106</b>	<b>67,013</b>	<b>191,119</b>
<b>Net book value carried forward</b>	<b>90,281</b>	<b>4,673</b>	<b>94,954</b>
Net book value brought forward	99,309	5,570	104,879

**Richmond Bridge Club**  
**Financial Statements for the year ended 31 March 2024**  
**Notes to the Financial Statements**

<b>14. Stock</b>	<b>£</b>	<b>£</b>
Bar and catering	1,536	1,631
Car parking vouchers	2,910	3,414
Bridge stationery and supplies	6,220	6,829
Teaching aids	1,121	909
	<u>11,787</u>	<u>12,783</u>
<b>15. Debtors</b>	<b>£</b>	<b>£</b>
Accrued income	133	992
Prepayments	4,930	5,142
	<u>5,063</u>	<u>6,134</u>
<b>16. Creditors falling due within one year</b>	<b>£</b>	<b>£</b>
Members subscriptions in advance	-	6,156
Members accounts	48,741	45,415
Trade creditors	4,915	8,401
Accrued expenses	15,546	5,599
Other creditors	8,464	776
Taxation and Social Security	16,340	14,342
	<u>94,006</u>	<u>80,689</u>
Other creditors includes Deferred Income which relates to income of a future period.		
<b>17. Provision for liabilities</b>	<b>£</b>	<b>£</b>
Provision at end of previous period	9,500	21,000
(Released)/Charged in period	4,500	(11,500)
	<u>14,000</u>	<u>9,500</u>
<b>18. Total Funds</b>	<b>£</b>	<b>£</b>
	<b>All Unrestricted</b>	<b>All Unrestricted</b>
Total funds brought forward	153,861	126,909
Movement in funds	31,235	26,952
	<u>185,096</u>	<u>153,861</u>

**Richmond Bridge Club**  
**Financial Statements for the year ended 31 March 2024**  
**Notes to the Financial Statements**

**19. Leasehold Property**

The rental per annum, until the next rent review on 4<sup>th</sup> April 2027, is £18,992.

**20. Related party transactions**

Members of the trustee board are occasionally called upon to act as session directors, teachers and assist with administrative duties. When they are remunerated, they are remunerated on the same basis as other session directors and teachers with similar qualifications. Those carrying out administrative duties are paid at amounts agreed by the Trustees. The total paid to trustees and related parties for such services in the year was £2,874 (31.03.2023: less than £500).

**21. Trustees' remuneration**

Other than disclosed in the Related party transactions (Note 20), none of the trustees have been paid any remuneration or received any other benefits from an employment with the charity.

No trustee expenses have been incurred.

**22. Independent Examiner's remuneration**

The remuneration for the Independent Examiner for the year is £970 (2023: £950).

**23. Going concern**

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Based on this, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

**24. Contingent liability**

There were no contingent liabilities at the year end.

**Richmond Bridge Club**  
**Financial Statements for the year ended 31 March 2024**  
**Notes to the Financial Statements**

**RICHMOND BRIDGE CLUB**

England & Wales - Charity number 1175613

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# Accounts

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# **Richmond Bridge Club CIO**

**Registered Charity Number 1175613**

**Trustees' Report  
and  
Financial Statements  
for the year ended 31 March 2023**

**Richmond Bridge Club CIO  
Trustees' Report and Financial Statements  
for the year ended 31 March 2023**

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# Richmond Bridge Club CIO

## Trustees' Report for the year ended 31 March 2023



Richmond Bridge Club CIO  
Registered Charity 1175613  
Cambridge Park, East Twickenham, TW1 2PG

RBC CIO was formed out of its previous entity - a members' club known as "Richmond Bridge Club". The Club's members agreed to a plan to become a charity at a general meeting on 11<sup>th</sup> October 2017. A set of initial trustees prepared the necessary governing documents. The Club operates under a Constitution closely following Charity Commission guidance that lays out the detailed arrangements for running the organisation.

### Trustees

The trustees at the start of this accounting period were:

Sally Young  
Mike Langley  
Phillip Smitham  
Janet Leffler  
Sally Durant  
David Arundel

In April 2022, Jon Woodhouse resigned as a trustee and Vic Martin was coopted onto the committee.

At the Annual General Meeting on 20<sup>th</sup> July 2022, all trustees resigned their positions, in accordance with the Club's Constitution at that time and, with the exception of Mike Langley and Janet Leffler, stood for re-election and were duly re-elected. Sally Young was duly elected as Chairperson. Vic Martin, Peter Streatfeild and Sarah Jackson were nominated as Trustees and duly elected.

At the Annual General Meeting on 20<sup>th</sup> July 2022, a motion was put to the membership for approval of the changes to the constitution to allow the appointment of trustees for a three-year term instead of a one-year term, with a maximum of three consecutive terms. The motion was carried.

On 18<sup>th</sup> November 2022, Titch Glenday was co-opted as a Trustee.

On 21<sup>st</sup> March 2023, David Arundel resigned as a Trustee.

# **Richmond Bridge Club CIO**

## **Trustees' Report for the year ended 31 March 2023**

The Officers for the period of operation documented here were:

Sally Young	Chairperson
Mike Langley (resigned 20 <sup>th</sup> July 2022)	Secretary
Vic Martin (appointed 20 <sup>th</sup> July 2022)	Secretary
Phillip Smitham	Treasurer

### **Governance and management**

The governing document is the RBC CIO Constitution adopted on 11<sup>th</sup> October 2017 which became recognised by the Charity Commission when the Charitable Incorporated Organisation (CIO) was registered on 7<sup>th</sup> November 2017. This document was recently modified on 17<sup>th</sup> August 2022 following the motion passed at the AGM (see above).

The operational activities of RBC CIO started on 7<sup>th</sup> November 2017, when it acquired the undertaking and all the assets and liabilities of Richmond Bridge Club.

In planning the charity's activities, the trustees kept in mind the Charity Commission's guidance on public benefit.

All trustees were briefed on the role of trustees of RBC CIO, given copies of the governing documents of the club and referred to the detail on the Charity Commission website related to becoming a trustee and to the guidance on public benefit.

The trustees of the Club will consist of the Officers of the Club together with up to 7 other members of the Club, who shall be elected at an Annual General Meeting of the Club and shall retire in accordance with the terms in the Club's Constitution. Any member may make an application for the position of trustee and requires to be voted on at the Annual General meeting. If a position for a trustee becomes available during the year, the trustees may appoint a member until the following Annual General Meeting. The Club's Officers and trustees work entirely on a voluntary basis.

Operational details are delegated to the Manager of RBC CIO whose terms of reference are agreed by the trustees. The Manager is an employee of RBC CIO and governed by the terms of an employment contract. The Manager has the authority to employ staff where it is felt necessary to do so and has the authority to run RBC CIO on a day to day basis. The trustees held regular monthly meetings during the period at which the Manager was present. On 16<sup>th</sup> December 2022 Julia Davies, the Club Manager, gave three months' notice of her resignation. Richard Banbury was appointed to the role of Club Manager on 1<sup>st</sup> April 2023.

The Club is affiliated to The English Bridge Union ("EBU") and participates in the Surrey Bridge Association.

# **Richmond Bridge Club CIO**

## **Trustees' Report for the year ended 31 March 2023**

### **Explanation of the work of RBC CIO**

#### **Objectives**

The Club maintains premises for the purpose of providing bridge playing opportunities for its beneficiaries. Encouragement and facilities are made available to attract all those who want to engage in the game of bridge. Membership is open and visitors are welcome.

The objects of RBC CIO are:

- The advancement of amateur sport by promoting the game of bridge principally but not exclusively for the benefit of the residents of Richmond and Twickenham and the surrounding area
- The provision of facilities for the learning, teaching and playing of bridge principally but not exclusively for the benefit of the residents of Richmond and Twickenham and the surrounding area with the object of improving conditions of life.

#### **Activities**

The main emphasis has been on providing facilities to play bridge in the clubhouse at 15 sessions per week. The charity also hosts several teaching sessions each week during term times. Additional competition sessions have been run on a few weekends.

During the shutdown of the clubhouse during the Covid-19 pandemic, online playing sessions were provided to the members. These online sessions have enabled some of our members, who find it difficult to attend the Clubhouse, to continue playing bridge and in particular with their regular partners. Even though club numbers continue to rise, we still provide 6 online sessions per week.

The Club supports the development of junior bridge in the County. Juniors are welcome at the Club. To ensure that we comply with all procedures, the Club has ensured that we adhere to statutory regulations relating to Child Protection.

#### **Achievements and Performance**

All the bridge sessions that are currently run have space to accommodate additional beneficiaries and membership of the Club is open to all applicants.

The Club jointly runs weekly duplicate sessions for recent learners.

The number of members of the Club on 1<sup>st</sup> June 2023 was 1110 (01.06.2022 - 1145). The turnover of members in recent years has been in the region of 10% per annum.

The Manager of the Club regularly reviews whether provision should be made for additional sessions. Planning is undertaken to encourage additional members, where necessary, to be trained as Directors so that all sessions can be professionally run.

# Richmond Bridge Club CIO

## Trustees' Report for the year ended 31 March 2023

### Financial Review

During this period of activity, the charity has funded its bridge operations by raising funds from members' annual subscriptions and playing and learning bridge both in the Clubhouse and online.

Players pay a standard amount (known as "table money") for each session of bridge; £7 if playing in the Clubhouse and £4 (but £2 or £3 for shorter sessions and free for full time students and juniors) for online bridge. Non-members of the charity are asked to pay an additional sum of £3, if playing at the Clubhouse, and £2 for each online session they attend.

It is the Club policy to hold sufficient reserves equal to a minimum of three months of the Club's fixed costs of expenditure. At the financial year end, the Club had Net Current Assets in excess of £58,000 (or £48,000 after provisions) and funds held at banks in excess of £120,000. This is deemed sufficient to maintain the ongoing business of the Club. On the 31<sup>st</sup> March 2023, the Total Funds held by the Club amounted to £153,861 (31.03.2022 - £126,909).

The trustees are aware that there are risks and uncertainties involved with the running of a club for bridge playing. The main uncertainty being the age of many players and the universal diminishing number of bridge players worldwide. To counter the possible drop in numbers, the Club has extensive teaching programmes for new and intermediate players.

The trustees hold regular monthly meetings, having reports of administration and financial progress to ascertain the progress.

The only fund that the club maintains is the General Fund which is unrestricted.

### Provisions

The trustees have decided the charity should carry a provision for repairs and renewals necessary under the obligations set out in the lease with our Landlord, Cambridge Park Bowling and Sports Club Ltd. As the age of the building increases, we consider that further funds may be necessary to maintain the standard required.

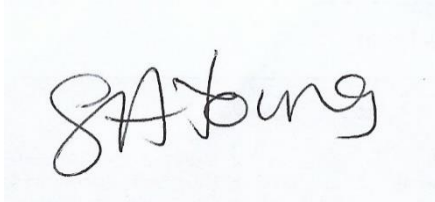
### Independent Examiner

The trustees consider that an audit is not required for this period and that an Independent Examination is needed. The Independent Examiner services have been contracted to a qualified body.

### Plans for future years

The Club has invested in updating essential kitchen equipment, updating the air conditioning system and investigating the feasibility of solar panels in order to reduce the energy costs.

This report was approved by the trustees on 7<sup>th</sup> July 2023 and signed on their behalf.



**Sally Young**  
Chairperson

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2023**  
**Independent Examiner's Report to the Trustees**

**Independent Examiner's Report to the Trustees of Richmond Bridge Club CIO**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31<sup>st</sup> March 2023 which comprise the Statement of Comprehensive Income including income and expenditure statement, the Balance Sheet and the related notes.

**Responsibilities and basis of report**

As the charity's trustees 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 charity's accounts carried out under section 145 of the 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**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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.

*Accountancy Management Services Limited*

Paul Alexander BFP, FCA  
For and on behalf of:  
Accountancy Management Services Limited  
Chartered Accountants  
South Street House  
51 South Street  
Isleworth  
Middlesex TW7 7AA

Date: 11<sup>th</sup> July 2023

**Richmond Bridge Club CIO CIO**  
**Financial Statements for the year ended 31 March 2023**  
**Statement of Comprehensive Income including**  
**Income and Expenditure Account**

	Note	Year to 31.03.2023 All unrestricted £	Year to 31.03.2022 All unrestricted £
<b>Income</b>			
Donations, legacies and grants	5	6,764	22,088
Charitable activities	6	182,266	172,738
Other trading activities	7	67,024	26,441
Investment income		768	144
Other	8	31,098	31,496
<b>Total Income</b>		<b>287,920</b>	<b>252,907</b>
<b>Expenditure</b>			
Costs of raising funds	9	67,424	35,174
Expenditure on charitable activities	10	62,347	68,763
Other	11	131,197	129,590
<b>Total expenditure</b>		<b>260,968</b>	<b>233,527</b>
<b>Net income and movement in funds</b>		<b>26,952</b>	<b>19,380</b>
<b>Total funds brought forward</b>		126,909	107,529
<b>Total funds carried forward</b>		<b>153,861</b>	<b>126,909</b>

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2023**  
**Balance Sheet as at 31 March 2023**

	Note	As at 31.03.2023 All unrestricted £	As at 31.03.2022 All Unrestricted £
<b>Fixed Assets</b>			
Tangible fixed assets	13	104,879	115,387
<b>Total fixed assets</b>		<b>104,879</b>	<b>115,387</b>
<b>Current assets</b>			
Stock	14	12,783	14,031
Debtors	15	6,134	4,972
Cash at bank and in hand		120,254	79,764
<b>Total current assets</b>		<b>139,171</b>	<b>98,767</b>
<b>Current Liabilities</b>			
Creditors falling due within one year	16	80,689	66,245
<b>Net current assets</b>		<b>58,482</b>	<b>32,522</b>
Provision for liabilities	17	9,500	21,000
<b>Net assets</b>		<b>153,861</b>	<b>126,909</b>
<b>The funds of the charity:</b>			
<b>Unrestricted funds</b>	18	<b>153,861</b>	<b>126,909</b>

Approved by the Trustees and signed on their behalf on 7<sup>th</sup> July 2023



**Phillip Smitham**

Treasurer

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2023**  
**Notes to the Financial Statements**

**1. Accounting policies**

**a) Basis of preparation**

The financial statements have been prepared under the historical cost convention on an accruals basis and in compliance with the Charities Act 2011 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 United Kingdom and the Republic of Ireland (FRS102)” (as amended for accounting periods commencing from 1 January 2019). The accounts have been prepared in accordance with applicable charity law. The accounts are prepared in pounds sterling and are rounded to the nearest pound.

**b) Critical accounting estimates and judgements**

In the application of the charity’s accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying value of assets and liabilities that are not readily apparent from other sources. The estimates and assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimate is revised where the revision affects only that period or in the period of the revision and future periods where the revision affects both current and future periods.

**c) Income**

Income is recognised when there is entitlement, certainty of receipt and the amount can be quantified with sufficient reliability.

**d) Grant income**

Following the Covid-19 pandemic, local government introduced grants for local businesses to assist in starting up after the pandemic. Grants are recognised in the period to which the underlying grants were received.

**e) Creditors and provisions for liabilities and charges**

A liability is recognized for the amount that the charity anticipates it will pay to settle a debt or the amount it has received as an advance payment for goods or services it must provide. A provision is recognized when:

- There is a present obligation at the reporting date as a result of a past event,
- it is probable that a transfer of economic benefit, usually in the form of cash, will be required in settlement, and
- the amount of the settlement can be estimated reliably.

**f) Allocation of support costs**

Support costs are allocated to individual activities where they are directly related to that activity. Where the support cost is not directly related to an individual activity, it is allocated to activities on the basis of the proportion of total resources expended for each activity.

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2023**  
**Notes to the Financial Statements**

**g) Tangible fixed assets and depreciation**

The leasehold property is amortised on a straight-line basis over the duration of the lease. Other tangible fixed assets, comprising office, catering and bridge furniture and playing equipment, are stated at cost and depreciated over their estimated useful lives of between 5 and 10 years on a straight-line basis.

**h) Stock**

Stock is valued at the lower of cost and net realisable value.

**i) Provisions**

Provision is being built up for the estimated cost of repairs and renewals necessary under the terms of the property lease, based on the Trustees' estimates of such costs. The obligations are contained in the lease with the club's Landlord, Cambridge Park Bowling and Sports Club Ltd.

**2. Accounting Period and Comparative figures**

These financial statements are for the year ended 31<sup>st</sup> March 2023. The comparative figures are for the year ended 31<sup>st</sup> March 2022.

**3. The Charity**

RBC CIO was registered as a charity with the Charity Commission on 7<sup>th</sup> November 2017, charity number 1175613. The club is based at Cambridge Park, Twickenham, TW1 2PG. The charity is a public benefit entity.

**4. Leasehold property**

The charity holds a lease of the property at Cambridge Park, East Twickenham, Middlesex TW1 2PG. On 16 April 2019, the landlord, Cambridge Park Bowling and Sports Club Ltd, agreed to an extension of the lease for a further seven years and four months until 3 August 2034.

**5. Donations, legacies and grants**

	<b>Year to 31.03.2023 £</b>	<b>Year to 31.03.2022 £</b>
Donations	242	1,526
Gift Aid	6,522	7,495
Local government grants	-	13,067
	<b>6,764</b>	<b>22,088</b>

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2023**  
**Notes to the Financial Statements**

**6. Charitable activities**

This year the income arises from the charity's own bridge playing sessions both in the Clubhouse and online, letting out of club house space and for teaching sessions run by RBC CIO, as follows:

	£	£
Table money	114,632	49,711
Online Income	50,745	107,141
Teaching income	15,571	14,886
Room hire and bridge events	1,318	1,000
	<b>182,266</b>	<b>172,738</b>

**7. Other trading activities**

	£	£
Club bar and catering sales	47,024	19,458
Proceeds from social events	12,601	3,860
Car parking sales	7,026	2,585
Diary and card sales	-	5
Dealing service sales	373	533
	<b>67,024</b>	<b>26,441</b>

**8. Other**

	£	£
Member subscriptions	31,098	31,496
	<b>31,098</b>	<b>31,496</b>

**9. Cost of raising funds**

	£	£
Club bar and catering	51,427	25,694
Social events	11,838	2,863
Car parking	4,159	6,617
	<b>67,424</b>	<b>35,174</b>

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2023**  
**Notes to the Financial Statements**

<b>10. Expenditure on charitable activities</b>	<b>£</b>	<b>£</b>
Bridge directors' fees	7,883	15,372
Online costs	20,301	44,628
Teaching costs	10,894	4,039
EBU pay to play	12,197	2,645
Dealing costs	5,679	2,221
Bridge stationery and supplies	5,280	(249)
Competition entry costs	113	107
	<b><u>62,347</u></b>	<b><u>68,763</u></b>
<b>11. Other</b>	<b>£</b>	<b>£</b>
Administration salaries and self-employed costs	64,546	64,669
Property and equipment repairs	7,300	14,733
Equipment rental and service charge	634	1,018
Rent and rates	19,094	15,862
Insurance	3,156	2,863
Advertising and promotion	1,549	415
Printing and stationery	1,318	556
Cleaning	8,962	7,240
Utilities	6,811	5,108
Subscriptions	1,475	1,521
Credit card finance charges	1,600	686
Professional fees	950	930
Software costs	865	549
Bad Debts	61	-
Health & Safety compliance costs	135	-
Miscellaneous	393	284
Amortisation and depreciation	12,348	13,156
	<b><u>131,197</u></b>	<b><u>129,590</u></b>
<b>12. Employees</b>	<b>£</b>	<b>£</b>
<b>Employment costs</b>		
Wages and salaries	63,423	58,278
Social security	1,844	1,324
Employer's contributions to defined contribution pension scheme	1,261	774
	<b><u>66,528</u></b>	<b><u>60,376</u></b>

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2023**  
**Notes to the Financial Statements**

**Employees (Continued)**

The above employments costs are included in Administration salaries and self-employed costs of £64,546 in note 11 and Club bar and catering of £51,427 in Note 9.

Remuneration for key members of staff amounted to £37,166 (Year to 31.03.2022: £36,364). There are no employees who received total employee benefits (excluding employer pension costs) of more than £60,000.

The average monthly number of full-time equivalent employees during the period was 2 of which 1 was administration staff and 1 was bar staff (2022: 1 and 1 respectively).

**13. Tangible fixed assets**

	Leasehold Property £	Fixtures & Fittings £	Total £
<b>Cost</b>			
At 01.04.2022	214,387	103,143	317,530
Additions in period	-	1,840	1,840
Disposals	-	-	-
At 31.03.2023	<u>214,387</u>	<u>104,983</u>	<u>319,370</u>
<b>Amortisation and depreciation</b>			
At 01.04.2022	106,834	95,309	202,143
Charge for the year	8,244	4,104	12,348
On disposals	-	-	-
At 31.03.2022	<u>115,078</u>	<u>99,413</u>	<u>214,491</u>
<b>Net book value carried forward</b>	<u>99,309</u>	<u>5,570</u>	<u>104,879</u>
Net book value brought forward	<u>107,553</u>	<u>7,834</u>	<u>115,387</u>

**14. Stock**

	£	£
Bar and catering	1,631	1,728
Car parking vouchers	3,414	3,216
Bridge stationery and supplies	6,829	8,647
Teaching aids	909	440
	<u>12,783</u>	<u>14,031</u>

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2023**  
**Notes to the Financial Statements**

<b>15. Debtors</b>	<b>£</b>	<b>£</b>
Accrued income	992	865
Prepayments	5,142	4,107
	<u><b>6,134</b></u>	<u><b>4,972</b></u>
<b>16. Creditors falling due within one year</b>	<b>£</b>	<b>£</b>
Members subscriptions in advance	6,156	2,018
Members accounts	45,415	40,130
Trade creditors	8,401	6,506
Accrued expenses	5,599	6,603
Other creditors	776	-
Taxation and Social Security	14,342	10,988
	<u><b>80,689</b></u>	<u><b>66,245</b></u>
<b>17. Provision for liabilities</b>	<b>£</b>	<b>£</b>
Provision at end of previous period	21,000	14,000
(Released)/Charged in period	(11,500)	7,000
Provision at end of period	<u><b>9,500</b></u>	<u><b>21,000</b></u>
<b>18. Total Funds</b>	<b>£</b>	<b>£</b>
	<b>All Unrestricted</b>	<b>All Unrestricted</b>
Total funds brought forward	126,909	107,529
Movement in funds	26,952	19,380
Total funds carried forward	<u><b>153,861</b></u>	<u><b>126,909</b></u>

**19. Leasehold Property**

Up until the rental break clause of the lease on 4<sup>th</sup> April 2022, the charity was required to pay £15,810 per annum. The rental, until the following break clause on 4<sup>th</sup> April 2027, is £18,992.

**20. Related party transactions**

Members of the trustee board are occasionally called upon to act as session directors and teachers. When they are remunerated, they are remunerated on the same basis as other session directors and teachers with similar qualifications. The total paid to trustees and related parties for such services in the year was below £500 (31.03.2022: less than £500).

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2023**  
**Notes to the Financial Statements**

**21. Trustees remuneration**

Other than disclosed in the Related party transactions (Note 20), none of the trustees have been paid any remuneration or received any other benefits from an employment with the charity.

No trustee expenses have been incurred.

**22. Independent Examiner's remuneration**

The remuneration for the Independent Examiner for the year is £950 (2022: £930).

**23. Going concern**

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Based on this, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

**24. Contingent liability**

The Club resolved the discussion with the English Bridge Union ("EBU") pertaining to fees for 'Online' bridge playing. No requirement to back date charges for earlier periods was necessary.

**RICHMOND BRIDGE CLUB**

England & Wales - Charity number 1175613

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# Accounts

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## **Richmond Bridge Club CIO**

**Registered Charity Number 1175613**

**Trustees' Report  
and  
Financial Statements  
for the year ended 31 March 2022**

**Richmond Bridge Club CIO  
Trustees' Report and Financial Statements  
for the year ended 31 March 2022**

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Balance Sheet	8
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## Richmond Bridge Club CIO Trustees' Report for the year ended 31 March 2022



Richmond Bridge Club CIO  
Registered Charity 1175613  
Cambridge Park, East Twickenham, TW1 2PG

RBC CIO was formed out of its previous entity - a members' club known as "Richmond Bridge Club". The Club's members agreed to a plan to become a charity at a general meeting on 11<sup>th</sup> October 2017. A set of initial trustees prepared the necessary governing documents. The Club operates under a Constitution closely following Charity Commission guidance that lays out the detailed arrangements for running the organisation.

### Trustees

The trustees at the start of this period were:

Pierre Lumsden  
Mike Langley  
Phillip Smitham  
Sally Young  
Nina Ruiz  
Zita Crewe  
Janet Leffler  
Sally Durant  
David Arundel

At the Annual General Meeting on 28<sup>th</sup> July 2021, all trustees resigned their positions, in accordance with the Club's Constitution and all, with the exception of the Chairperson, Pierre Lumsden, stood for re-election and were duly re-elected. Sally Young was duly elected as Chairperson.

On 1<sup>st</sup> January 2022 Nina Ruiz and on 18<sup>th</sup> January 2022 Zita Crewe resigned as trustees. On 7<sup>th</sup> September 2021 Jon Woodhouse was co-opted as a trustee but has subsequently resigned.

Under the requirements of the Constitution, all trustees are required to resign their positions at each annual general meeting and may offer themselves for re-election if proposed and seconded. The governing documents define the ongoing arrangements for trustees to run RBC CIO. Up to ten trustees can be directly elected. Direct elections of trustees are held under the Constitution of the Club.

## **Richmond Bridge Club CIO Trustees' Report for the year ended 31 March 2022**

The Officers for the period of operation documented here were:

Sally Young (elected 28 <sup>th</sup> July 2021)	Chairperson
Pierre Lumsden (resigned 28 <sup>th</sup> July 2021)	Chairperson
Mike Langley	Secretary
Phillip Smitham	Treasurer

### **Governance and management**

The governing document is the RBC CIO Constitution adopted on 11<sup>th</sup> October 2017 which became recognised by the Charity Commission when the Charitable Incorporated Organisation (CIO) was registered on 7<sup>th</sup> November 2017. This document was modified on 17<sup>th</sup> August 2020.

The operational activities of RBC CIO started on 7<sup>th</sup> November 2017, when it acquired the undertaking and all the assets and liabilities of Richmond Bridge Club.

In planning the charity's activities, the trustees kept in mind the Charity Commission's guidance on public benefit.

All trustees were briefed on the role of trustees of RBC CIO, given copies of the governing documents of the club and referred to the detail on the Charity Commission website related to becoming a trustee and to the guidance on public benefit.

The trustees of the Club will consist of the Officers of the Club together with up to 7 other members of the Club, who shall be elected at an Annual General Meeting of the Club and shall retire annually at the ensuing Annual General Meeting but may then stand for re-election. Any member may make application for the position of trustee and falls to be voted on at Annual General meeting. If a position for a trustee becomes available during the year, the trustees may appoint a member until the following Annual General Meeting. The Club's Officers and trustees work entirely on a voluntary basis.

Operational details are delegated to the Manager of RBC CIO whose terms of reference are agreed by the trustees. The Manager is an employee of RBC CIO and governed by the terms of an employment contract. The Manager has the authority to employ staff where it is felt necessary to do so and has the authority to run RBC CIO on a day to day basis. The trustees held regular monthly meetings during the period at which the Manager was present. On 13<sup>th</sup> October 2021, the trustees informed members that a new role, Chief Executive, had been added to the Club's managerial organisation and that, after consultation with the Manager, Julia Davies had been appointed to this role.

The Club is affiliated to The English Bridge Union ("EBU") and participates in the Surrey Bridge Association.

## **Richmond Bridge Club CIO Trustees' Report for the year ended 31 March 2022**

### **Explanation of the work of RBC CIO**

#### **Objectives**

The Club maintains premises for the purposes of providing bridge playing opportunities for its beneficiaries. Encouragement and facilities are made available to attract all those who want to engage in the game of bridge. Membership is open and visitors are welcome.

The objects of RBC CIO are:

- The advancement of amateur sport by promoting the game of bridge principally but not exclusively for the benefit of the residents of Richmond and Twickenham and the surrounding area
- The provision of facilities for the learning, teaching and playing of bridge principally but not exclusively for the benefit of the residents of Richmond and Twickenham and the surrounding area with the object of improving conditions of life.

#### **Activities**

The main emphasis has been on providing facilities to play bridge at 15 sessions per week. The charity also hosts several teaching sessions each week during term times. Additional competition sessions have been run on a few weekends.

The Club supports the development of junior bridge in the County. Juniors are welcomed at the Club. To ensure that we comply with all procedures, the Club has ensured that we adhere with statutory regulations relating to Child Protection.

#### **Achievements and Performance**

All the bridge sessions that are currently run have space to accommodate additional beneficiaries and membership of the Club is open to all applicants.

The Club jointly runs weekly duplicate sessions for recent learners.

The number of members of the Club at 1<sup>st</sup> June 2022 was 1145 (01.06.2021 - 1214). The turnover of members in recent years has been in the region of 10% per annum.

The Manager of the Club regularly reviews whether provision should be made for additional sessions. Planning is undertaken to encourage additional members, where necessary, to be trained as Directors so that all sessions can be professionally run.

#### **Activities during the Pandemic**

Due to the Covid-19 pandemic, the clubhouse was closed until the re-opening on 19<sup>th</sup> July 2021.

Bridge playing and learning sessions have resumed in the Clubhouse whilst online bridge playing sessions have continued.

During the absence from the Club, the trustees met via electronic communication on a monthly basis.

## **Richmond Bridge Club CIO Trustees' Report for the year ended 31 March 2022**

### **Financial Review**

During this period of activity, the charity has funded its bridge operations by raising funds from members' annual subscriptions and playing and learning bridge both in the Clubhouse and online.

Players pay a standard amount (known as "table money") for each session of bridge; £7 if playing in the Clubhouse and £4 (but £2 or £3 for shorter sessions and free for full time students and juniors) for online bridge. Non-members of the charity are asked to pay an additional sum of £3, if playing at the Clubhouse, and £2 for each online session they attend.

It is the Club policy to hold sufficient reserves equal to a minimum of three months of the Club's fixed costs of expenditure. At the financial year end, the Club held Net Current Assets in excess of £11,500 and funds held at banks in excess of £79,000. This is deemed sufficient to maintain the ongoing business of the Club. At the 31<sup>st</sup> March 2022, the Total Funds held by the Club amounted to £126,909 (31.03.2021 - £107,529).

The trustees are aware that there are risks and uncertainties involved with the running of a club for bridge playing. The main uncertainty being the age of many players and the universal diminishing number of bridge players worldwide. To counter the possible drop in numbers, prior to the pandemic, the Club commenced teaching of bridge in schools and Junior bridge sessions at the Club; hoping that such will encourage bridge playing in younger generations. The pandemic has curtailed such activities at the current time. The Club also has extensive teaching programmes for new and intermediate players.

The trustees hold regular monthly meetings, having reports of administration and financial progress to ascertain the progress.

The only fund that the club maintains is the General Fund which is unrestricted.

### **Provisions**

The trustees have decided the charity should carry a provision for the end of lease repairs and renewals necessary under the obligations set out in the lease with our Landlord, Cambridge Park Bowling and Sports Club Ltd. As the age of the building increases, we consider that further funds may be necessary to maintain the standard required. In addition, at 31.03.2022, the Trustees have undertaken to build a memorial garden in recognition of Marietta Andree who was the manager for many years. A provision of £1,000 has been put aside.

### **Independent Examiner**

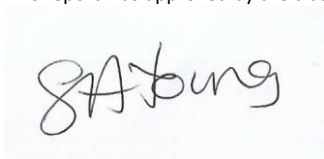
The trustees consider that an audit is not required for this period and that an Independent Examination is needed. The Independent Examiner services have been contracted to a qualified body.

**Richmond Bridge Club CIO**  
**Trustees' Report for the year ended 31 March 2022**

**Plans for future years**

While the clubhouse was closed, the Club took the opportunity to renovate the Club's toilet facilities and the Office and Lounge in the clubhouse. The trustees deemed this work to be necessary in the short to medium term and seized the opportunity of carrying out the work while the clubhouse was closed, thereby avoiding the disruption that would necessarily be caused if such work had had to be carried out during normal clubhouse operations.

This report was approved by the trustees on 4<sup>th</sup> July 2022 and signed on their behalf.

A handwritten signature in black ink, appearing to read 'Sally Young', is written on a light-colored rectangular background.

**Sally Young**  
Chairperson

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2022**  
**Independent Examiner's Report to the Trustees**

**Independent Examiner's Report to the Trustees of Richmond Bridge Club CIO**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31<sup>st</sup> March 2022 which comprise the Statement of Comprehensive Income and income statement, the Balance Sheet and the related notes.

**Responsibilities and basis of report**

As the charity's trustees 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 charity's accounts carried out under section 145 of the 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**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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.

*Accountancy Management Services Limited*

Paul Alexander BFP, FCA  
For and on behalf of:  
Accountancy Management Services Limited  
Chartered Accountants  
South Street House  
51 South Street  
Isleworth  
Middlesex TW7 7AA

Date: 4<sup>th</sup> July 2022

**Richmond Bridge Club CIO CIO**  
**Financial Statements for the year ended 31 March 2022**  
**Statement of Comprehensive Income**  
**And Income Statement**

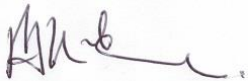
	Note	Year to 31.03.2022 All unrestricted £	Year to 31.03.2021 All unrestricted £
<b>Income</b>			
Donations, legacies and grants	6	22,088	35,228
Charitable activities	7	172,738	205,077
Other trading activities	8	26,441	-
Investment income		144	310
Other	9	31,496	33,558
<b>Total Income</b>		<b>252,907</b>	<b>274,173</b>
<b>Expenditure</b>			
Costs of raising funds	10	35,174	9,854
Expenditure on charitable activities	11	68,763	90,751
Other	12	129,590	208,394
<b>Total expenditure</b>		<b>233,527</b>	<b>308,999</b>
<b>Net income/(deficit) and movement in funds</b>		<b>19,380</b>	<b>(34,826)</b>
<b>Total funds brought forward</b>		107,529	142,355
<b>Total funds carried forward</b>		<b>126,909</b>	<b>107,529</b>

Commented [PS1]:

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2022**  
**Balance Sheet as at 31 March 2022**

	Note	As at 31.03.2022 All unrestricted £	As at 31.03.2021 All Unrestricted £
<b>Fixed Assets</b>			
Tangible fixed assets	14	115,387	104,127
<b>Total fixed assets</b>		<b>115,387</b>	<b>104,127</b>
<b>Current assets</b>			
Stock	15	14,031	12,688
Debtors	16	4,972	3,768
Cash at bank and in hand		79,764	100,033
<b>Total current assets</b>		<b>98,767</b>	<b>116,489</b>
<b>Current Liabilities</b>			
Creditors falling due within one year	17	66,245	99,087
<b>Net current assets</b>		<b>32,522</b>	<b>17,402</b>
Provision for liabilities	18	21,000	14,000
<b>Net assets</b>		<b>126,909</b>	<b>107,529</b>
<b>The funds of the charity:</b>			
<b>Unrestricted funds</b>	19	<b>126,909</b>	<b>107,529</b>

Approved by the Trustees and signed on their behalf on 4<sup>h</sup> July 2022



**Phillip Smitham**  
Treasurer

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2022**  
**Notes to the Financial Statements**

**1. Accounting policies**

**a) Basis of preparation**

The financial statements have been prepared under the historical cost convention on an accruals basis and in compliance with the Statement of Recommended Practice 2019, Accounting and Reporting by Charities applicable in the United Kingdom and the Republic of Ireland (FRS102) issued on 16 July 2014. They are prepared in pounds sterling and are rounded to the nearest pound.

**b) Critical accounting estimates and judgements**

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying value of assets and liabilities that are not readily apparent from other sources. The estimates and assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimate is revised where the revision affects only that period or in the period of the revision and future periods where the revision affects both current and future periods.

**c) Income**

Income is recognised when there is entitlement, certainty of receipt and the amount can be recognised with sufficient reliability.

**d) Grant income**

Following the Covid-19 pandemic, local government introduced grants for local businesses to assist in starting up after the pandemic. Grants are recognised in the period to which the underlying grants were received.

**e) Creditors and provisions for liabilities and charges**

A liability is recognized for the amount that the charity anticipates it will pay to settle a debt or the amount it has received as an advance payment for goods or services it must provide. A provision is recognized when:

- There is a present obligation at the reporting date as a result of a past event,
- it is probable that a transfer of economic benefit, usually in the form of cash, will be required in settlement, and
- the amount of the settlement can be estimated reliably.

**f) Allocation of support costs**

Support costs are allocated to individual activities where they are directly related to that activity. Where the support cost is not directly related to an individual activity, it is allocated to activities on the basis of the proportion of total resources expended for each activity.

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2022**  
**Notes to the Financial Statements**

**g) Tangible fixed assets and depreciation**

The leasehold property is amortised on a straight-line basis over the duration of the lease. Other tangible fixed assets, comprising office, catering and bridge furniture and playing equipment, are stated at cost and depreciated over their estimated useful lives of between 5 and 10 years on a straight-line basis.

**h) Stock**

Stock is valued at the lower of cost and net realisable value.

**i) Provisions**

Provision is being built up for the estimated cost of repairs and renewals necessary under the terms of the property lease, based on the Trustees' estimates of such costs. The obligations are contained in the lease with the club's Landlord, Cambridge Park Bowling and Sports Club Ltd. A further provision has been made for the creation of a Memorial Garden.

**2. Accounting Period and Comparative figures**

These financial statements are for the year ended 31<sup>st</sup> March 2022. The comparative figures are for the year ended 31 March 2021.

**3. The Charity**

RBC CIO was registered as a charity with the Charity Commission on 7<sup>th</sup> November 2017, charity number 1175613. The club is based at Cambridge Park, Twickenham, TW1 2PG. The charity is a public benefit entity.

**4. Leasehold property**

The charity holds a lease of the property at Cambridge Park, East Twickenham, Middlesex TW1 2PG. On 16 April 2019, the landlord, Cambridge Park Bowling and Sports Club Ltd, agreed to an extension of the lease for a further seven years and four months until 3 August 2034.

**5. Commitments**

The Trustees have agreed to the creation of a Memorial Garden in recognition of Marietta Andree, the Club's manager for many years.

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2022**  
**Notes to the Financial Statements**

	Year to 31.03.2022 £	Year to 31.03.2021 £
<b>6. Donations, legacies and grants</b>		
Donations	1,526	3,439
Gift Aid	7,495	7,550
Job Retention Scheme grant	-	24,239
Local government grants	13,067	-
	<u>22,088</u>	<u>35,228</u>
<b>7. Charitable activities</b>		
This year the income arises from the charity's own bridge playing sessions both in the Clubhouse and online, letting out of club house space when there was a window of opportunity between pandemic lockdowns and for reduced teaching sessions run by RBC CIO, as follows:		
Table money	49,711	-
Online Income	107,141	191,494
Teaching income	14,886	13,391
Room hire and bridge events	1,000	192
	<u>172,738</u>	<u>205,077</u>
<b>8. Other trading activities</b>	<b>£</b>	<b>£</b>
Club bar and catering sales	19,458	-
Proceeds from social events	3,860	-
Car parking sales	2,585	-
Diary and card sales	5	-
Dealing service sales	533	-
	<u>26,441</u>	<u>-</u>
<b>9. Other</b>	<b>£</b>	<b>£</b>
Member subscriptions	31,496	33,558
Surplus from Café Bridge	-	-
	<u>31,496</u>	<u>33,558</u>
<b>10. Cost of raising funds</b>	<b>£</b>	<b>£</b>
Club bar and catering	25,694	9,854
Social events	2,863	-
Car parking	6,617	-
	<u>35,174</u>	<u>9,854</u>

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2022**  
**Notes to the Financial Statements**

<b>11. Expenditure on charitable activities</b>	<b>£</b>	<b>£</b>
Bridge directors' fees	15,372	-
Online costs	44,628	69,712
Teaching costs	4,039	2,805
EBU pay to play	2,645	15,534
Dealing costs	2,221	1,560
Prizes and honour boards	-	(900)
Bridge stationery and supplies	(249)	1,820
Competition entry costs	107	40
Charitable giving	-	180
	<u>68,763</u>	<u>90,751</u>
<b>12. Other</b>	<b>£</b>	<b>£</b>
Administration salaries and self-employed costs	64,669	154,420
Property and equipment repairs	14,733	6,291
Equipment rental and service charge	1,018	854
Rent and rates	15,862	11,858
Insurance	2,863	2,725
Advertising and promotion	415	76
Printing and stationery	556	925
Cleaning	7,240	9,278
Utilities	5,108	4,951
Subscriptions	1,521	1,012
Credit card finance charges	686	742
Professional fees	930	850
Software costs	549	2,154
Miscellaneous	284	486
Amortisation and depreciation	13,156	11,772
	<u>129,590</u>	<u>208,394</u>
<b>13. Employees</b>	<b>£</b>	<b>£</b>
<b>Employment costs</b>		
Wages and salaries	58,278	108,691
Settlement agreement	-	30,000
Redundancy	-	2,742
Social security	1,324	6,686
Employers contributions to defined contribution pension scheme	774	377
	<u>60,376</u>	<u>148,496</u>

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2022**  
**Notes to the Financial Statements**

**Employees (Continued)**

The above employments costs are included in Administration salaries and self-employed costs of £64,669 in note 12 and Club bar and catering of £25,694 in Note 10.

Remuneration for key members of staff amounted to £36,364 (Year to 31.03.2021: £100,034). The remuneration of one member of staff (excluding employer pension costs) is in the range of £30,000 to £39,999 (2021: £70,000 to 79,999).

The average monthly number of full-time equivalent employees during the period was 2 of which 1 was administration staff and 1 was bar staff (2021: 2 and 3 respectively).

**14. Tangible fixed assets**

	Leasehold Property £	Fixtures & Fittings £	Total £
<b>Cost</b>			
At 01.04.2021	189,971	103,143	293,114
Additions in period	24,416	-	24,416
Disposals	-	-	-
At 31.03.2022	<u>214,387</u>	<u>103,143</u>	<u>317,530</u>
<b>Amortisation and depreciation</b>			
At 01.04.2021	98,384	90,603	188,987
Charge for the year	8,450	4,706	13,156
On disposals	-	-	-
At 31.03.2022	<u>106,834</u>	<u>95,309</u>	<u>202,143</u>
<b>Net book value carried forward</b>	<u>107,553</u>	<u>7,834</u>	<u>115,387</u>
Net book value brought forward	<u>91,587</u>	<u>12,540</u>	<u>104,127</u>

**15. Stock**

	£	£
Bar and catering	1,728	1,223
Car parking vouchers	3,216	3,758
Bridge stationery and supplies	8,647	7,311
Teaching aids	440	396
	<u>14,031</u>	<u>12,688</u>

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2022**  
**Notes to the Financial Statements**

<b>16. Debtors</b>	<b>£</b>	<b>£</b>
Accrued income	865	1,136
Prepayments	4,107	2,632
	<u>4,972</u>	<u>3,768</u>
<b>17. Creditors falling due within one year</b>	<b>£</b>	<b>£</b>
Members subscriptions in advance	2,018	861
Members accounts	40,130	41,124
Trade creditors	6,506	1,008
Accrued expenses	6,603	36,036
Taxation and Social Security	10,988	20,058
	<u>66,245</u>	<u>99,087</u>
<b>18. Provision for liabilities</b>	<b>£</b>	<b>£</b>
Provision at end of previous period	14,000	14,000
Charged in period	7,000	-
Provision at end of period	<u>21,000</u>	<u>14,000</u>
<b>19. Total Funds</b>	<b>£</b>	<b>£</b>
	<b>All Unrestricted</b>	<b>All Unrestricted</b>
Total funds brought forward	107,529	142,355
Movement in funds	19,380	(34,826)
Total funds carried forward	<u>126,909</u>	<u>107,529</u>

**20. Leasehold Property**

Up until the rental break clause of the lease on 4<sup>th</sup> April 2022, the charity will be required to pay £15,810. The rental, until the following break clause on 4<sup>th</sup> April 2027, is under discussion.

**21. Related party transactions**

Members of the trustee board are occasionally called upon to act as session directors and teachers. When they are remunerated, they are remunerated on the same basis as other session directors and teachers with similar qualifications. The total paid to trustees and related parties for such services in the year was below £500 (31.03.2021: £Nil).

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2022**  
**Notes to the Financial Statements**

**22. Trustees remuneration**

Other than disclosed in the Related party transactions (Note 21), none of the trustees have been paid any remuneration or received any other benefits from an employment with the charity.

No trustee expenses have been incurred.

**23. Independent Examiner's remuneration**

The remuneration for the Independent Examiner for the year is £930 (2021: £850).

**24. Going concern**

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Based on this, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

**25. Contingent liability**

The Club is currently in discussion with the English Bridge Union ("EBU") pertaining to fees for 'Online' bridge playing. The Club has always strenuously disagreed that such fees were payable until the trustees agreed to assist the EBU with such payments from 1<sup>st</sup> May 2022. If, in the event that the EBU's position was deemed correct, the Club would be liable for fees amounting to approximately £4,600 for the year to 31<sup>st</sup> March 2022.

**RICHMOND BRIDGE CLUB**

England & Wales - Charity number 1175613

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# Accounts

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# **Richmond Bridge Club CIO**

**Registered Charity Number 1175613**

**Trustees' Report  
and  
Financial Statements  
for the year ended 31 March 2021**

**Richmond Bridge Club CIO  
Trustees' Report and Financial Statements  
for the year ended 31 March 2021**

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# Richmond Bridge Club CIO

## Trustees' Report for the year ended 31 March 2021



Richmond Bridge Club CIO  
Registered Charity 1175613

RBC CIO was formed out of its previous entity - a members' club known as "Richmond Bridge Club". The Club's members agreed to a plan to become a charity at a general meeting on 11<sup>th</sup> October 2017. A set of initial trustees prepared the necessary governing documents. The Club operates under a Constitution closely following Charity Commission guidance that lays out the detailed arrangements for running the organisation.

### Trustees

The trustees at the start of this period were:

Pierre Lumsden  
Mike Langley  
Phillip Smitham  
Sally Young  
Nina Ruiz  
Jeremy Hart  
Zita Crewe  
Janet Leffler  
Jonty Kinsella  
Sally Durant

At the Annual General Meeting on 30<sup>th</sup> July 2020, all trustees resigned their positions, in accordance with the Club's Constitution and all, with the exception of Jeremy Hart, stood for re-election and were duly re-elected. At the Annual General Meeting Fay Bordbar was elected as a trustee.

On 10<sup>th</sup> November 2020, Jonty Kinsella resigned as a trustee and on 23<sup>rd</sup> February 2021, David Arundel was co-opted as a trustee and stands for re-election. On 18<sup>th</sup> March 2021, Fay Bordbar resigned as a trustee.

Under the requirements of the Constitution, all trustees are required to resign their positions at each annual general meeting and may offer themselves for re-election if proposed and seconded. The governing documents define the ongoing arrangements for trustees to run RBC CIO. Up to ten trustees can be directly elected. Direct elections of trustees are held under the Constitution of the Club.

# **Richmond Bridge Club CIO**

## **Trustees' Report for the year ended 31 March 2021**

The Officers for the period of operation documented here were:

Pierre Lumsden	Chairman
Mike Langley	Secretary
Phillip Smitham	Treasurer

### **Governance and management**

The governing document is the RBC CIO Constitution adopted on 11<sup>th</sup> October 2017 which became recognised by the Charity Commission when the Charitable Incorporated Organisation (CIO) was registered on 7<sup>th</sup> November 2017. This document was modified on 17<sup>th</sup> August 2020.

The operational activities of RBC CIO started on 7<sup>th</sup> November 2017, when it acquired the undertaking and all the assets and liabilities of Richmond Bridge Club.

In planning the charity's activities, the trustees kept in mind the Charity Commission's guidance on public benefit.

All trustees were briefed on the role of trustees of RBC CIO, given copies of the governing documents of the club and referred to the detail on the Charity Commission website related to becoming a trustee and to the guidance on public benefit.

The trustees of the Club will consist of the Officers of the Club together with up to 7 other members of the Club, who shall be elected at an Annual General Meeting of the Club and shall retire annually at the ensuing Annual General Meeting but may then stand for re-election. Any member may make application for the position of trustee and falls to be voted on at Annual General meeting. If a position for a trustee becomes available during the year, the trustees may appoint a member until the following Annual General Meeting. The Club's Officers and trustees work entirely on a voluntary basis.

Operational details are delegated to the Manager of RBC CIO whose terms of reference are agreed by the trustees. Until 22<sup>nd</sup> March 2021, the Manager was Marietta Andree who was the Manager during the transition from the members club to the CIO. The Manager is an employee of RBC CIO and governed by the terms of an employment contract. The Manager has the authority to employ staff where it is felt necessary to do so and has the authority to run RBC CIO on a day to day basis. The trustees held regular monthly meetings during the period at which the Manager was present. On 13<sup>th</sup> October, the trustees informed members that a new role, Chief Executive, had been added to the Club's managerial organisation and that, after consultation with the Manager, Julia Davies had been appointed to this role.

The Club is affiliated to The English Bridge Union ("EBU") and participates in the Surrey Bridge Association.

### **Explanation of the work of RBC CIO**

#### **Objectives**

The Club maintains premises for the purposes of providing bridge playing opportunities for its beneficiaries. Encouragement and facilities are made available to attract all those who want to engage in the game of bridge. Membership is open and visitors are welcome.

# **Richmond Bridge Club CIO**

## **Trustees' Report for the year ended 31 March 2021**

The objects of RBC CIO are:

- The advancement of amateur sport by promoting the game of bridge principally but not exclusively for the benefit of the residents of Richmond and Twickenham and the surrounding area
- The provision of facilities for the learning, teaching and playing of bridge principally but not exclusively for the benefit of the residents of Richmond and Twickenham and the surrounding area with the object of improving conditions of life.

### **Activities**

The main emphasis has been on providing facilities to play bridge at 15 sessions per week. The charity also hosts several teaching sessions each week during term times. Additional competition sessions have been run on a few weekends.

At times when the Club's premises are not required for club bridge sessions, the Club is willing to rent the space to other organisations.

The Club supports the development of junior bridge in the County. Juniors are welcomed at the Club. To ensure that we comply with all procedures, the Club has ensured that we adhere with statutory regulations relating to Child Protection.

### **Achievements and Performance**

All the bridge sessions that are currently run have space to accommodate additional beneficiaries and membership of the Club is open to all applicants.

The Club jointly runs weekly duplicate sessions for recent learners.

The number of members of the Club has increased to 1,295. The turnover of members in recent years has been in the region of 10% per annum.

The Manager of the Club regularly reviews whether provision should be made for additional sessions. Planning is undertaken to encourage additional members, where necessary, to be trained as Directors so that all sessions can be professionally run.

### **Activities during the Pandemic**

Due to the Covid-19 pandemic, the clubhouse has been closed for the entire period in question. All bridge playing and learning sessions, previously in the clubhouse, have been replaced with online bridge playing and learning sessions of roughly equivalent standard. Up to 31 March 2021, approximately 840 of our members registered to play online.

During the absence from the Club, the trustees meet via electronic communication on a monthly basis.

### **Financial Review**

During this period of activity, the charity has funded its bridge operations by raising funds from members' annual subscriptions and playing and learning bridge online.

Players pay a standard amount (known as "table money") for each session of online bridge playing they attend, mostly £4 (but £2 or £3 for shorter sessions and free for full time students and juniors). Non-members of the charity are asked to pay an additional sum of £2 at each online session they attend.

## **Richmond Bridge Club CIO**

### **Trustees' Report for the year ended 31 March 2021**

It is the Club policy to hold sufficient reserves equal to a minimum of three months of the Club's fixed costs of expenditure. At the financial year end, the Club held Net Current Assets in excess of £16,000 and funds held at banks in excess of £100,000. This is deemed sufficient to maintain the ongoing business of the Club.

At the 31<sup>st</sup> March 2021, the Total Funds held by the Club amounted to £107,529 (31.03.2020 - £142,355).

The trustees are aware that there are risks and uncertainties involved with the running of a club for bridge playing. The main uncertainty being the age of many players and the universal diminishing number of bridge players worldwide. To counter the possible drop in numbers, prior to the pandemic, the Club commenced teaching of bridge in schools and Junior bridge sessions at the Club; hoping that such will encourage bridge playing in younger generations. The Club also has extensive teaching programmes for new and intermediate players.

The trustees hold regular monthly meetings, having reports of administration and financial progress to ascertain the progress.

The only fund that the club maintains is the General Fund which is unrestricted.

#### **Provisions**

The trustees have decided the charity should carry a provision for the end of lease repairs and renewals necessary under the obligations set out in the lease with our Landlord, Cambridge Park Bowling and Sports Club Ltd. As the age of the building increases, we consider that further funds may be necessary to maintain the standard required.

#### **Independent Examiner**

The trustees consider that an audit is not required for this period and that an Independent Examination is needed. The Independent Examiner services have been contracted to a qualified body.

#### **Plans for future years**

While the clubhouse was closed, the Club took the opportunity to renovate the Club's toilet facilities. Work has also begun on renovating both the Office and Lounge in the clubhouse. The trustees deemed this work to be necessary in the short to medium term and seized the opportunity of carrying out the work while the clubhouse was closed, thereby avoiding the disruption that would necessarily be caused if such work had to be carried out during normal clubhouse operations. Renovations to the Office and Lounge are planned to be complete before the re-opening of the clubhouse in July 2021.

This report was approved by the trustees on 9th July 2021 and signed on their behalf.



**Pierre Lumsden**  
Chairman

# Richmond Bridge Club CIO

## Financial Statements for the year ended 31 March 2021

### Independent Examiner's Report to the Trustees

I report to the charity trustees on my examination of the accounts of the Charity for the year ended 31 March 2021, which comprise the Statement of Comprehensive Income and income statement, the Balance Sheet and the related notes.

#### **Respective responsibilities of trustees and examiner**

The trustees are responsible for the preparation of the accounts. The 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.

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;
- 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 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 the seeking of 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 statement below.

#### **Independent examiner's statement**

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared accounts in accordance with Accounting and reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in reference to the accounting and Reporting by Charities: Statement of Recommended Practice issued in 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for periods beginning on or after 1 January 2015.

In connection with my examination, I confirm that no matter has come to my attention:

(a) which gives me cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; or
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act; or
- that the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

have not been met or

(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Paul Alexander BFP FCA  
for and on behalf of  
Accountancy Management Services Limited  
Chartered Accountants

South Street House  
51 South Street  
Isleworth  
Middlesex TW7 7AA

**DATE: 9<sup>th</sup> July 2021**

**Richmond Bridge Club CIO CIO**  
**Financial Statements for the year ended 31 March 2021**  
**Statement of Comprehensive Income**  
**And Income Statement**

	Note	Year to 31.03.2021 All unrestricted £	Year to 31.03.2020 All unrestricted £
<b>Income</b>			
Donations and legacies	6	35,228	6,189
Charitable activities	7	205,077	234,255
Other trading activities	8	-	93,230
Investment income		310	539
Other	9	33,558	31,889
<b>Total Income</b>		<b>274,173</b>	<b>366,102</b>
<b>Expenditure</b>			
Costs of raising funds	10	9,854	113,121
Expenditure on charitable activities	11	90,751	96,237
Other	12	208,394	155,362
<b>Total expenditure</b>		<b>308,999</b>	<b>364,720</b>
<b>Net (deficit)/income and movement in funds</b>		<b>(34,826)</b>	<b>1,382</b>
<b>Total funds brought forward</b>		142,355	140,973
<b>Total funds carried forward</b>		<b>107,529</b>	<b>142,355</b>

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2021**  
**Balance Sheet as at 31 March 2021**

	Note	As at 31.03.2021 All unrestricted £	As at 31.03.2020 All Unrestricted £
<b>Fixed Assets</b>			
Tangible fixed assets	14	104,127	81,399
<b>Total fixed assets</b>		<b>104,127</b>	<b>81,399</b>
<b>Current assets</b>			
Stock	15	12,688	9,235
Debtors	16	3,768	5,827
Cash at bank and in hand		100,033	109,294
<b>Total current assets</b>		<b>116,489</b>	<b>124,356</b>
<b>Current Liabilities</b>			
Creditors falling due within one year	17	99,087	49,400
<b>Net current assets</b>		<b>17,402</b>	<b>74,956</b>
Provision for liabilities	18	14,000	14,000
<b>Net assets</b>		<b>107,529</b>	<b>142,355</b>
<b>The funds of the charity:</b>			
<b>Unrestricted funds</b>	19	<b>107,529</b>	<b>142,355</b>

Approved by the Trustees and signed on their behalf on 9<sup>th</sup> July 2021



**Phillip Smitham**

Treasurer

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2021**  
**Notes to the Financial Statements**

**1. Accounting policies**

**a) Basis of preparation**

The financial statements have been prepared under the historical cost convention on an accruals basis and in compliance with the Statement of Recommended Practice, Accounting and Reporting by Charities applicable in the United Kingdom and the Republic of Ireland (FRS102) issued on 16 July 2014. They are prepared in pounds sterling and are rounded to the nearest pound.

**b) Critical accounting estimates and judgements**

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying value of assets and liabilities that are not readily apparent from other sources. The estimates and assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimate is revised where the revision affects only that period or in the period of the revision and future periods where the revision affects both current and future periods.

**c) Income**

Income is recognised when there is entitlement, certainty of receipt and the amount can be recognised with sufficient reliability.

**d) Grant income**

During the Covid-19 pandemic, the government introduced a Job Retention Scheme grant. Job Retention Scheme grants are recognised in the period to which the underlying furlough staff costs relate to.

**e) Creditors and provisions for liabilities and charges**

A liability is recognized for the amount that the charity anticipates it will pay to settle a debt or the amount it has received as an advance payment for goods or services it must provide. A provision is recognized when:

- There is a present obligation at the reporting date as a result of a past event,
- it is probable that a transfer of economic benefit, usually in the form of cash, will be required in settlement, and
- the amount of the settlement can be estimated reliably.

**f) Allocation of support costs**

Support costs are allocated to individual activities where they are directly related to that activity. Where the support cost is not directly related to an individual activity, it is allocated to activities on the basis of the proportion of total resources expended for each activity.

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2021**  
**Notes to the Financial Statements**

**g) Tangible fixed assets and depreciation**

The leasehold property is amortised on a straight-line basis over the duration of the lease. Other tangible fixed assets, comprising office, catering and bridge furniture and playing equipment, are stated at cost and depreciated over their estimated useful lives of between 5 and 10 years on a straight-line basis.

**h) Stock**

Stock is valued at the lower of cost and net realisable value.

**i) Provisions**

Provision is being built up for the estimated cost of repairs and renewals necessary under the terms of the property lease, based on the Trustees' estimates of such costs. The obligations are contained in the lease with the club's Landlord, Cambridge Park Bowling and Sports Club Ltd.

**2. Accounting Period and Comparative figures**

These financial statements are for the year ended 31<sup>st</sup> March 2021. The comparative figures are for the year ended 31 March 2020.

**3. The Charity**

RBC CIO was registered as a charity with the Charity Commission on 7<sup>th</sup> November 2017, charity number 1175613. The club is based at Cambridge Park, Twickenham, TW1 2PG. The charity is a public benefit entity.

**4. Leasehold property**

The charity holds a lease of the property at Cambridge Park, East Twickenham, Middlesex TW1 2PG. On 16 April 2019, the landlord, Cambridge Park Bowling and Sports Club Ltd, agreed to an extension of the lease for a further seven years and four months until 3 August 2034.

**5. Commitments**

The Trustees have undertaken to refurbish parts of the clubhouse during the lockdown due to the Covid pandemic. It is estimated that the cost will be approximately £16,800.

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2021**  
**Notes to the Financial Statements**

	Year to 31.03.2021 £	Year to 31.03.2020 £
<b>6. Donations and legacies</b>		
Donations	3,439	603
Gift Aid	7,550	5,586
Job Retention Scheme grant	24,239	-
	<u>35,228</u>	<u>6,189</u>
<b>7. Charitable activities</b>		
This year the income arises from the charity's own bridge playing sessions online, letting out of club house space when there was a window of opportunity between pandemic lockdowns and for reduced teaching sessions run by RBC CIO, as follows:		
Table money	-	199,154
Online Income	191,494	2,775
Teaching income	13,391	28,260
Room hire and bridge events	192	4,066
	<u>205,077</u>	<u>234,255</u>
<b>8. Other trading activities</b>	£	£
Club bar and catering sales	-	66,809
Proceeds from social events	-	11,821
Car parking sales	-	12,661
Diary and card sales	-	11
Dealing service sales	-	603
Equipment hire	-	354
Profit on sale of asset	-	971
	<u>-</u>	<u>93,230</u>
<b>9. Other</b>	£	£
Member subscriptions	33,558	27,248
Surplus from Café Bridge	-	4,641
	<u>33,558</u>	<u>31,889</u>
<b>10. Cost of raising funds</b>	£	£
Club bar and catering	9,854	86,180
Social events	-	11,811
Car parking	-	15,130
	<u>9,854</u>	<u>113,121</u>

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2021**  
**Notes to the Financial Statements**

<b>11. Expenditure on charitable activities</b>	<b>£</b>	<b>£</b>
Bridge directors' fees	-	47,948
Online costs	69,712	-
Juniors and schools' costs	-	8,709
Teaching costs	2,805	7,914
EBU pay to play	15,534	14,514
Dealing costs	1,560	6,891
Prizes and honour boards	(900)	203
Bridge stationery and supplies	1,820	9,461
Competition entry costs	40	420
Charitable giving	180	177
	<b>90,751</b>	<b>96,237</b>

<b>12. Other</b>	<b>£</b>	<b>£</b>
Administration salaries and self-employed costs	154,420	54,575
Volunteers expenses	-	3,954
Property and equipment repairs	6,291	22,069
Equipment rental and service charge	854	1,142
Rent and rates	11,858	16,012
Insurance	2,725	2,284
Advertising and promotion	76	5,282
Printing and stationery	925	3,506
Cleaning	9,278	19,093
Utilities	4,951	9,964
Subscriptions	1,012	2,672
Credit card finance charges	742	3,219
Professional fees	850	950
Software costs	2,154	-
Miscellaneous	486	221
Amortisation and depreciation	11,772	10,419
	<b>208,394</b>	<b>155,362</b>

<b>13. Employees</b>	<b>£</b>	<b>£</b>
<b>Employment costs</b>		
Wages and salaries	108,691	98,693
Settlement agreement	30,000	-
Redundancy	2,742	-
Social security	6,686	4,544
Employers contributions to defined contribution pension scheme	377	657
	<b>148,496</b>	<b>103,894</b>

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2021**  
**Notes to the Financial Statements**

**Employees (Continued)**

The above employments costs are included in Administration salaries and self-employed costs of £154,420 in note 12.

Remuneration for key members of staff amounted to £100,034 (Year to 31.03.2020: £40,000). The remuneration of one member of staff (excluding employer pension costs) is in the range of £70,000 to £79,999 (2020: No such remuneration).

The average monthly number of full-time equivalent employees during the period was 5 of which 2 were administration staff and 3 were bar staff (2020: 2 and 3 respectively).

**14. Tangible fixed assets**

	Leasehold Property £	Fixtures & Fittings £	Total £
<b>Cost</b>			
At 01.04.2020	155,471	103,143	258,614
Additions in period	34,500	-	34,500
Disposals	-	-	-
At 31.03.2021	<u>189,971</u>	<u>103,143</u>	<u>293,114</u>
<b>Amortisation and depreciation</b>			
At 01.04.2020	91,593	85,622	177,215
Charge for the year	6,791	4,981	11,772
On disposals	-	-	-
At 31.03.2021	<u>98,384</u>	<u>90,603</u>	<u>188,987</u>
<b>Net book value carried forward</b>	<u>91,587</u>	<u>12,540</u>	<u>104,127</u>
Net book value brought forward	<u>63,878</u>	<u>17,521</u>	<u>81,399</u>

**15. Stock**

	£	£
Bar and catering	1,223	1,223
Car parking vouchers	3,758	305
Bridge stationery and supplies	7,311	7,311
Teaching aids	396	396
	<u>12,688</u>	<u>9,235</u>

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2021**  
**Notes to the Financial Statements**

<b>16. Debtors</b>	<b>£</b>	<b>£</b>
Accrued income	1,136	3,387
Prepayments	2,632	2,440
	<u><b>3,768</b></u>	<u><b>5,827</b></u>
<b>17. Creditors falling due within one year</b>	<b>£</b>	<b>£</b>
Members subscriptions in advance	861	13,428
Members accounts	41,124	9,550
Trade creditors	1,008	2,103
Accrued expenses	36,036	8,659
Taxation and Social Security	20,058	15,660
	<u><b>99,087</b></u>	<u><b>49,400</b></u>
<b>18. Provision for liabilities</b>	<b>£</b>	<b>£</b>
Provision at end of previous period	14,000	8,000
Charged in period	-	6,000
	<u><b>14,000</b></u>	<u><b>14,000</b></u>
<b>19. Total Funds</b>	<b>£</b>	<b>£</b>
	<b>All Unrestricted</b>	<b>All Unrestricted</b>
Total funds brought forward	142,355	140,973
Movement in funds	(34,826)	1,382
Total funds carried forward	<u><b>107,529</b></u>	<u><b>142,355</b></u>

**20. Leasehold Property**

During the year, under the terms of the lease held with the Landlord, Cambridge Park Bowling and Sports Club Ltd., the rental charge would have been £15,810 for the period. As a result of the Covid-19 pandemic, the Landlord granted the Charity a rent-free period equal to a quarter's rent amounting to £3,952. Until the next break clause of the lease on 4<sup>th</sup> April 2022, the charity will be required to pay £15,810.

**21. Related party transactions**

Members of the trustee board are occasionally called upon to act as session directors. When they are remunerated, they are remunerated on the same basis as other session directors with similar qualifications. The total paid to trustees and related parties for such services in the year was £ Nil (31.03.2020: £4,930).

**Richmond Bridge Club CIO**  
**Financial Statements for the year ended 31 March 2021**  
**Notes to the Financial Statements**

**22. Trustees remuneration**

Other than disclosed in the Related party transactions (Note 21), none of the trustees have been paid any remuneration or received any other benefits from an employment with the charity.

No trustee expenses have been incurred.

**23. Independent Examiner's remuneration**

The remuneration for the Independent Examiner for the year is £850 (2020: £950).

**24. Going concern**

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Based on this, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.