



# **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

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### **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.

A handwritten signature in black ink, appearing to read 'Sally Durant', is positioned above the printed name.

**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>		<b>185,096</b>	<b>153,861</b>
<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

		As at 31.03.2025 All unrestricted £	As at 31.03.2024 All Unrestricted £
	Note		
<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 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>63,527</b>	<b>58,389</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>192,255</b>	<b>168,299</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>117,895</b>	<b>103,415</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

16. Creditors falling due within one year	£	£
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).

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

18. Total Funds	£ All Unrestricted	£ All Unrestricted
Total funds brought forward	185,096	153,861
Movement in funds	5,032	31,235
Total funds carried forward	<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.