

THE COCKS AND HENS LAWN TENNIS CLUB

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2024

CONTENTS AND CHARITY INFORMATION

CONTENTS:	PAGE:
Trustees Annual Report	1 -2
Treasurer's Report	3
Independent Examiner's Report	4
Statement of Financial Activities	5
Balance Sheet	6
Notes to Financial Statements	7 - 8

TRUSTEES:

Simon Elliott (Chair)  
Pauline Holroyd (appointed 11/02/25)  
Carl Dunton (Treasurer)  
Lionel Sheffield  
Julija Shabanova  
Paul Handy  
Ruth Golombok (resigned 27/02/24)  
Richard Mountford (resigned 27/02/24)

PRINCIPAL ADDRESS:

Grantchester Road  
Cambridge  
CB3 9ED

CHARITY NUMBER:

1182769

INCORPORATION NUMBER:

CE017039

INDEPENDENT EXAMINER:

Ian W Shipley FCCA  
For and on behalf of:  
Prentis & Co LLP  
Chartered Accountants  
& Independent Examiners  
115c Milton Road  
Cambridge  
CB4 1XE

BANKERS:

Metro Bank Plc  
1 Southampton Row  
London  
WC1B 5HA

Deposit accounts also held with United Trust Bank and Scottish Widows Bank.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2024

## TRUSTEES ANNUAL REPORT

The Trustees present their report together with the financial statements for the year ended 31st December 2024.

**Structure, Governance and Management**

The Cocks and Hens Lawn Tennis Club is a Charitable Incorporated Organisation (CIO), first registered with the Charity Commission on 3rd April 2019. Prior to that, the Club was a members club, operating as an unincorporated organisation, believed to have been founded in the late 1870s. An Extraordinary General Meeting of the Club on 21st June 2018 voted that the Club should apply for CIO status and agreed in the constitution submitted to the Charity Commission. It is governed by six Trustees, named in that submission. All original Trustees retired at the Annual General Meeting (AGM) held on 27th February 2024. Immediately following, at the same AGM, the current Trustees were elected (or re-elected) to their respective positions.

The Charity Commission offer significant documentary support for new Trustees, which was circulated to all six shortly after registration. An initial meeting of the Trustees was held in May 2019 to discuss issues arising from the new status and the role of the former Management Committee. Terms of Reference for this Committee were agreed and a subsequent meeting between the Trustees and members of the Management Committee has provided further clarification of their respective responsibilities in the decision-making process. A set of *Financial Regulations and Procedures* was agreed at the second meeting of the Trustees.

The process for the election of the new Trustees at the AGM is transparent and supportive. A circular to members makes it clear when Trustees are retiring and when positions are open to all members of the Club.

**Financial Review and Reserves Policy**

The Club policy on financial reserves states:

"The Club must hold financial reserves in order to:

- Maintain its ability to continue operating despite a significant delay in income streams;
- Protect against fluctuations in income streams and unforeseen costs;
- Enable replacement and repair of major capital items, particularly courts and floodlights;
- To fulfil contracted obligations in the event of having to cease its operations;
- Hold funds to restructure or finance future growth and development.

The Trustees believe that an ideal level of reserve for the Club is the amount of the sinking fund required to cover depreciation of courts and floodlights over their agreed lifespan together with one quarter of the annual outgoings of standard running costs for the previous financial year. It is however recognised that, on occasions, it may be necessary to depart from this in the short term in order to achieve long term objectives.

An annual review of reserves will be carried out by the Trustees in order to:

- compare current reserves held with current policy level;
- ensure the reserves level requirement continues to be appropriate after consideration of all financial risks and current/future financial plans;
- ensure current budgets and future financial plans remain consistent with the reserves policy."

In order to meet the recommendations of the LTA regarding depreciation, the Club aims to put £18,500 pa into the sinking fund. The Club operated a cash surplus of approximately £90,000 in 2023 and the Trustees took the view that the sum added to the sinking fund for 2024 should be £18,500.

# THE COCKS AND HENS LAWN TENNIS CLUB

PAGE 2

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2024

### TRUSTEES ANNUAL REPORT .....continued

Projections for the sinking fund show the need to accumulate around £120,000 by 2028 in order to pay for resurfacing of courts. Reserves on 31st December 2024 were £166,260 (with a sinking fund of £108,319 for the replacements of courts and floodlights).

### Public Benefit Statement

In exercising their powers, the Trustees believe that they have complied with the requirement to have due regard to the guidance on public benefit published by the Charity Commission.

### Objectives and Activities

The object of the Club is "the promotion of community participation in healthy recreation for the benefit of the inhabitants of Cambridge and the surrounding area, in particular by the provision of facilities for playing tennis."

Our activities have reflected the Charity Commission's guidance on public benefit. The game of tennis promotes health, physical and mental skills and our core activities are designed to encourage members to play the game through a variety of options:

- Regular Club sessions for members to play with a variety of opponents;
- The provision of a substantial programme of tennis coaching for all ages, genders and standards;
- A booking system that allows members to play pre-arranged games with other members or in regular groups;
- A programme of internal competitions for both juniors and adults varying from fun tournaments, through to a Club Ladder and an annual Club tournament;
- The provision of 20 adult and 4 junior teams that play in local and National leagues.

These activities benefit the local community through the provision of healthy recreation, development of tennis skills through the progression routes provided and simple enjoyment of fresh air and exercise.

### Achievements and Performance

During the past year the Club has managed to achieve an increase in its membership, consolidating its position of provider of tennis to the local community. It has improved its induction of members and reduced its subscriptions for mini-juniors to £5.

### Trustees' Responsibilities for the Financial Statements

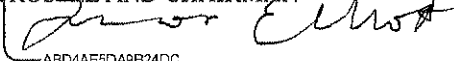
The law applicable to charities in England and Wales require the Trustees to prepare the financial statements for each financial year.

The Trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Charity, and to enable the Charity to ensure that the accounts comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### ON BEHALF OF THE TRUSTEES

.....  
SIMON ELLIOTT

TRUSTEE AND CHAIRMAN



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.....  
DATE

24/10/2025

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2024

## TREASURER'S REPORT 2024

2024 has been a solid year financially for the club. Costs have increased (more inflation) but have been offset by increased subscriptions.

Banking arrangements are on a good footing with Metro Bank as the day to day bank for the club. Surplus funds are kept at Metro Bank, United Trust Bank and Scottish Widows and are invested in varying deposit accounts and fixed bonds (in line with club cash needs).

On general banking the club has now moved to Metro Bank from Barclays following protracted issues in the last quarter of 2023 so hopefully members have received new account details to amend payments going forward.

Thanks to the club's administration team of Mary and Lawrence who yet again through their work have allowed the club to continue to develop and grow to the benefit of all the members.

**Sinking Fund:**

To meet the recommendations of the LTA regarding depreciation, the Club aims to put £18,500 per annum into the sinking fund. The club operated a cash surplus of £21,675 in 2024 and the Trustees took the view that the net sum added for 2024 should be £18,500. At 1st January 2024 the club's unrestricted funds were £57,941 (up £54,766 on 2023) and the sinking fund has increased by £18,500 from £89,819 to £108,319.

**Other Costs and Income:**

As mentioned and detailed in the Trustees Report, member numbers were higher in 2024 than 2023 and, as such, subscriptions increased. Visitors fees and ball machine hire were both in line with the previous year. There were several well attended and fun social events held at the club showing evidence of an active and engaged membership.

The access road was again patched twice in 2024 in the Spring and Autumn at a cost of £7,800 but the Trustees and Management Committee continue to be aware that this is only just maintaining the integrity of the road and a longer-term solution is needed. This will either come as a result of the Cambridge Greenways projects or a partial solution will be sought as part of expansion plans.

£4,720 was spent on long term landscaping. This expenditure when combined with regular volunteer efforts is adding to the ambience of the club. Court maintenance costs were £7,255 which was similar to previous years.

C Dunton

Treasurer for financial year 2024

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2024

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE COCKS AND HENS LAWN TENNIS CLUB

I report to the Trustees on my examination of the accounts of The Cocks and Hens Lawn Tennis Club for the year ended 31st December 2024.

RESPONSIBILITIES AND BASIS OF REPORT

As the Trustees of the Charity 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 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the ACT.

INDEPENDENT EXAMINER'S STATEMENT

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

1. accounting records were not kept in respect of the 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.



IAN W SHIPLEY FCCA  
FOR AND ON BEHALF OF;  
PRENTIS & CO LLP  
CHARTERED ACCOUNTANTS &  
INDEPENDENT EXAMINERS

115c Milton Road  
Cambridge  
CB4 1XE

27th October 2025

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2024

## STATEMENT OF FINANCIAL ACTIVITIES

	Notes	Unrestricted 2024 Total £	Unrestricted 2023 Total £
<b>INCOME FROM CHARITABLE ACTIVITIES</b>			
Subscriptions		105,616	95,667
Visitor fees		1,081	1,238
Gift Aid		-	2,063
Ball machine hire		102	120
Interest		5,104	1,160
Tennis ball sales		117	340
Sundries		555	-
Donations and contributions due		634	1,044
Coaching		2,825	1,000
<b>Total Income</b>		<b>116,034</b>	<b>102,632</b>
<b>EXPENDITURE</b>			
<b>Charitable activities:</b>			
Rent, rates and insurance		8,850	8,325
Turnover rent		10,855	9,684
Electricity and water		9,457	15,406
Clubhouse maintenance and repairs		11,821	6,219
Upkeep of courts and grounds		22,518	17,765
Access road, net of contributions		7,800	7,920
Club administration		17,065	15,795
Adverts and marketing		467	457
LTA levy/league fees		470	1,346
Tennis balls		1,100	1,057
Social functions/AGM costs		70	267
Sundries		2,806	1,920
<b>Governance costs:</b>			
Independent Examiners fee		1,080	-
<b>Total Expenditure</b>		<b>94,359</b>	<b>86,161</b>
<b>Net movement in funds for the year</b>		<b>21,675</b>	<b>16,471</b>
Transfers between funds	6	(18,500)	(18,500)
Total funds brought forward		54,766	56,795
<b>Total funds carried forward</b>		<b>57,941</b>	<b>54,766</b>

The notes on pages 7 to 8 form part of these financial statements.

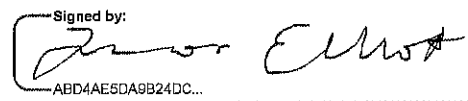
THE COCKS AND HENS LAWN TENNIS CLUB

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2024

BALANCE SHEET

	Notes	2024 £	£	2023 £	£
CURRENT ASSETS					
Debtors	4	5,151		5,386	
Cash at bank		173,044		165,599	
TOTAL CURRENT ASSETS		178,195		170,985	
CREDITORS:					
Amounts falling due within one year	5	11,935		26,400	
Net Current Assets			166,260		144,585
TOTAL ASSETS LESS CURRENT LIABILITIES			166,260		144,585
RESERVES					
Designated funds (Sinking fund)			108,319		89,819
Unrestricted funds			57,941		54,766
TOTAL FUNDS	6		166,260		144,585

For and on behalf of the trustees:

Signed by:  
  
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SIMON ELLIOTT  
TRUSTEE AND CHAIRMAN

24/10/2025  
DATED .....

The notes on pages 7 to 8 form part of these financial statements.

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2024

## NOTES TO THE FINANCIAL STATEMENTS

## 1. ACCOUNTING POLICIES

## (a) BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) (effective 1st January 2019) and the Charities Act 2011.

## (b) INCOME RECOGNITION

All income and grants are now recognised in the Statement of Financial Activities when the conditions for receipt have been met and there is reasonable assurance of receipt. Where a claim for repayment of income tax has or will be made, such income is grossed up for the tax recoverable. The following accounting policies are applied to income.

## (c) DONATIONS

Donations and all other receipts from fundraising are reported gross.

## (d) VALUE ADDED TAX

Value added tax is not recoverable by the Charity, and as such is included in the relevant costs in the Statement of Financial Activities.

## (e) EXPENDITURE RECOGNITION

All expenditure is accounted for on an accruals basis.

Cost of raising funds are costs associated with managing investments.

Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities and services to beneficiaries. Governance costs include costs associated with meeting the constitutional and statutory requirements of the Charity.

## (f) FUND ACCOUNTING

Restricted funds are general funds that are available for use at the Trustees' discretion in furtherance of the objectives of the Charity.

Designated funds are those set aside voluntarily by the charity's Trustees for use in a particular area or for specific purposes.

## (g) GOING CONCERN

The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the Charity to be able to continue as a going concern.

## 2. TAXATION

The CIO is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.



## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2024

## NOTES TO THE FINANCIAL STATEMENTS

## 3. TRUSTEES REMUNERATION AND EXPENSES

The charity considers its key personnel to be the Trustees. No Trustee received remuneration in the year (2023: £Nil). They were reimbursed for expenses totalling £2,798 (2023: £26,400).

4. DEBTORS	2024 £	2023 £
Accrued income	1,026	1,261
HMRC Gift Aid	4,125	4,125
	<u>5,151</u>	<u>5,386</u>

5. CREDITORS	2024 Due within one year £	2023 Due within one year £
Accruals	<u>11,935</u>	<u>26,400</u>

6. MOVEMENT IN FUNDS - 2024	Balance at 1st January 2024 £	Income £	Expenditure £	Transfer of Funds £	Balance at 31st December 2024 £
Unrestricted funds	54,766	116,034	(94,359)	(18,500)	57,941
Designated funds (Sinking fund)	89,819	-	-	18,500	108,319
TOTAL FUNDS	<u>144,585</u>	<u>116,034</u>	<u>(94,359)</u>	<u>-</u>	<u>166,260</u>

MOVEMENT IN FUNDS - 2023	Balance at 1st January 2023 £	Income £	Expenditure £	Transfer of Funds £	Balance at 31st December 2023 £
Unrestricted funds	56,795	102,632	(86,161)	(18,500)	54,766
Designated funds (Sinking fund)	71,319	-	-	18,500	89,819
TOTAL FUNDS	<u>128,114</u>	<u>102,632</u>	<u>(86,161)</u>	<u>-</u>	<u>144,585</u>

Designated funds (Sinking fund)

These funds have been designated for the purpose of replacing the tennis courts and floodlights. See further details on page 2 of Trustees Annual Report.

## 7. RELATED PARTY TRANSACTIONS

There have been no related party transactions in 2024 or 2023. Details of any reimbursed expenditure has been disclosed in note 3.