

This is the second Annual Report for Saltford Lawn Tennis Club with a year that has been significantly impacted by Covid-19 as we were closed for 5 ½ months during the three lockdown periods.

### **Objective**

Our charitable objective is to promote community participation in healthy recreation by providing facilities for playing tennis for the benefit of the public in Saltford and the surrounding area.

### **Overview**

The club has three outdoor all weather floodlit courts with a small clubhouse. The club is an open and friendly community club which is run by volunteers. There are no paid staff as we have outsourced the provision of coaching to Team Bath from University of Bath.

The year started in Covid-19 Lockdown 1 with the club closed. Our membership renews each year on 31<sup>st</sup> March, so we took the decision not to request membership fees until it was clear that we could reopen and play. When we reopened in May having completed the risk assessment and put in place the Covid-19 operating requirements. We decided to open up to provide tennis for free to both members and the general public for two weeks to get more people engaged in tennis and back on court playing, given other sports were restricted. We were delighted to have our courts booked back to back during this period and they continued to be very busy all through the summer.

As a result of Covid-19 our activities were curtailed but we are delighted with the increased level of interest in tennis and the Club during the summer months which continued through the year. Once possible in accordance with the LTA guidelines we provided club nights and sessions completing risk assessments and recording attendees.

We have had 12 main volunteers who supported the club across a number of activities this year which has been very different to prior years. The key activities were keeping up with Covid-19 requirements and LTA guidance which resulted in the need to open and close the courts every day and organising social play sessions. In line with LTA guidance the Clubhouse was closed for Covid-19 but as it is in such a poor state of repair the committee have decided to keep the Clubhouse closed.

Volunteers organised the in-house tournament, an on-line singles ladder; safety and welfare; maintenance; managing the membership database; financial record keeping, assisting with the review of the lease and completing grant applications to name a few key areas. We are grateful to all the members who volunteer and have worked hard this year to keep the club operating in difficult circumstances.

### ***On Court activities***

#### ***Membership***

At 31 March 2021 we had 173 (2020: 159) members which is an 8% increase on last year. We were delighted to welcome 33 new adults to the club taking advantage of our first year discounted membership fee of £50 to provide a low cost entry point to enable more people to access tennis. We also provided a first year discounted family membership of £100 and had 31 family members join. Members are able to book courts for free, gain discounts on group coaching sessions, participate in club nights and the annual in-house tournament as well as represent the club in league matches.

#### ***Court hire***

Our courts are available to hire by the general public through our website and the mobile ClubSpark Booker App. On reopening in middle of May 2019 we enabled the courts to be booked free of charge

by both members and the general public for two weeks from 9am to 9pm each day. From 1 June 2019 all three courts were available for the general public to hire (when not in use by the Club) at a very competitive price of £6 per hour per court. We further increased our accessibility and profile by registering for the LTA initiative Rally which enables non-members to find and book local courts.

We were delighted to see an almost doubling of court hire income in comparison to the prior year Club accounts given we were closed for 5 ½ months.

### *League*

As a result of Covid-19 there was no league matched played.

### *In-house tournament*

We were really pleased with the number of members involved this year including new members in our annual in-house tournament. This meant that the men had to go through a qualifying round to even enter the mixed doubles competition. The tournament organisers worked hard to keep members informed with match results and analysis on WhatsApp as the Clubhouse was closed and spectators were not allowed.

### *Coaching*

This year the coaching programme was significantly impacted by Covid-19 as our service provider Team Bath (from University of Bath) furloughed its coaches until September 2020. From June 2020, the LTA allowed small group coaching back on court, so the Club ran two short programmes in July and August covering all ages and abilities from age of 5 to adult on Monday, Wednesday afternoon/evening and Saturday mornings which proved very popular. Team Bath provided the coaching from September onwards in between the Lockdowns.

As a result of other sports being restricted and people staying at home for their holidays we had a good level of new interest in the Coaching programme in the year.

### *Open days*

Due to Covid-19 we were unable to hold free open days, due to the need to control numbers. However, following Lockdown 2.0 we opened with two fun days the first for members only and the second open to both members and the general public. Both days consisted of fun sessions aimed at different age groups and abilities throughout the day at a cost of £5 per player and was managed by the coach. These were popular sessions and led to several non-members joining the club. The funds raised were put towards the clubhouse replacement fund.

### ***Off Court activities***

The Off Court committee has had a busy year working closely with the Bath & North East Somerset (BANES) Council completing a Community Asset Transfer (CAT) of the courts and adjoining small section of land in August 2020. The CAT had been approved by a member vote at the March 2021 AGM. The lease was finalised in July 2021 which provides the Club with a 99 year term which provides long-term security of the three courts and also an additional small strip of adjacent land so the old dilapidated Clubhouse can be replaced with a larger footprint.

As a result of Covid-19 we were unable to hold our usual fundraising quiz; however, the Off Court committee completed a large number of grant applications to raise funds for the Clubhouse and worked with both the Avon LTA and the regional Development Officer of LTA.

*Review of financial results*

The results of the Club are for a full year compared to the 2020 accounts which was the CIO's first trading period following incorporation on 23 April 2019 and the asset and cash transfer on 1 May 2019.

The main income for the Club is membership fees which are paid annually on 1 April and as a result of the National Lockdown 1.0 in March 2020, the committee decided it was not appropriate to ask members to renew their membership when they were unable to play tennis and there was so much uncertainty when we could get back on court. When we were allowed to re-open in May 2020 we provided two weeks of free tennis to both members and non-members and reinstated membership from 1 June 2020 which was pro-rated for 10 months to 31 March 2021. Despite these reductions we achieved a record membership income of £9,070 (2020: £2,960 reported, amended for the full 12 months to £8,870) due to the increased number of members.

Annually we review the cost of all membership categories to ensure that all classes get value for money whilst ensuring the Club is financially secure and able to build sinking funds for future maintenance requirements.

Even though the Club was closed for 5 ½ months it achieved a record income of £1,161 (2020: £606) for court hire by the general public, which reflects that the club is open and accessible with a low cost of £6 per hour per court.

The increased level of tennis played is also reflected in the level of visitor fees of £215 (£141).

The Club uses the LTA ClubSpark platform for its website, membership database, court bookings and coaching programme as it has an online card payment facility. The coaching income provided by Team Bath is collected by the Club on behalf of Team Bath and paid to TeamBath on a termly basis. During July and August 2020 as Team Bath were unable to provide coaching due to the furlough of their staff, the Club ran the coaching programme which resulted in Club net income of £2,217 (2020: £0).

The Off Court Committee were successful in gaining several grants which totalled £26,507 (2020: £0) to support the club during Covid-19 and to fund the project to replace the Clubhouse.

The LTA suspended loan repayments for six months to assist Club's cashflow which resulted in reduced cost of £500 so the loan balance at 31 March 2021 was £2,000 (2020: £2,500). The Council enabled the Club to pay rent on a monthly basis to assist with cashflow and Avon LTA waived their league fees and charged only £15 for the few friendly matches that were arranged.

As a result of the LTA Covid-19 guidance which required members to provide their own balls the Club has saved in the region of £600 and it also saved approximately £300 of electricity costs as the Club closed during the Winter months so the floodlights were not used to the same extent as a normal year.

During this challenging Covid-19 impacted year, the Club has significantly strengthened its financial position through attracting and welcoming new members, being open and accessible for public hire, providing coaching during two Summer months and applying for grant funding, whilst carefully managing its costs. At 31 March 2021 the Club had cash funds of £64,505 (2020: £28,744). The cash funds are held across three bank accounts, the current account for the Club's ongoing working capital requirements and two saver accounts for designated funds. The first designated fund is for

the Clubhouse replacement project and the second is the Sinking Fund for the court resurfacing and floodlights replacement.

***Post period end activities***

As a result of Covid-19 restrictions we were unable to access toilet facilities in the adjacent village hall which we had previously done, so the Committee decided that the Clubhouse should be redesigned to include a disabled toilet facility. The revised planning application received approval in January 2021. The Committee had planned to replace the Clubhouse in Autumn 2021; however, with the redesign, the delays with the finalisation of the lease and high demand for builders the project has been delayed to Spring 2022.

The project to replace the clubhouse will also improve access to the courts and floodlights for both members and the general public through the installation of the LTA Smart Gate Access system. In addition the project will provide bike stands and benches on the adjacent land so that tennis can be watched and enjoyed by the public.

The completion of the project in Spring 2022 will be a significant event for the Club and will enable the Club to open up its new and improved facilities to disabled and charitable groups.



# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Saltford Lawn Tennis Club

On accounts for the year  
ended

31 March 2021

Charity no  
(if any)

1183060

Set out on pages

1-3

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2021.

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

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

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

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

Signed:

*Andrew Brooks*

Date:

*20/01/2022*

Name:

Andrew Brooks

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

Address:

14 Anson Close, Saltford, Bristol BS31 3DY

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

No matters of concern found.



## Receipts and payments accounts

CC16a

For the period  
from

01/04/2020

To

31/03/2021

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Transfer of funds held on 1st May 2019	-	-	-	-	34,078
Membership income	9,070	-	-	9,070	2,960
Visitor/Guest Fees	215	-	-	215	141
Public Court Hire	1,161	-	-	1,161	606
Miscellaneous	525	-	-	525	95
Bank interest	21	-	-	21	-
Fundraising quiz income	-	-	-	-	814
Donations to club and for charity	-	-	-	-	120
Grants	26,507	-	-	26,507	-
Club Coaching	3,808	-	-	3,808	-
Match Fees for league players	16	-	-	16	369
Bath University Annual Fee	-	-	-	-	200
Bath University coaching	4,089	-	-	4,089	12,347
<b>Sub total (Gross income for AR)</b>	<b>45,412</b>	<b>-</b>	<b>-</b>	<b>45,412</b>	<b>51,730</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>45,412</b>	<b>-</b>	<b>-</b>	<b>45,412</b>	<b>51,730</b>
<b>A3 Payments</b>					
Avon LTA	375	-	-	375	465
Tennis Balls	52	-	-	52	679
BANES Rent	1,600	-	-	1,600	1,200
Insurance	362	-	-	362	342
Electricity	530	-	-	530	885
Miscellaneous	112	-	-	112	133
Salford Community Association	50	-	-	50	170
Club Maintenance	-	-	-	-	195
Loan Repayment	500	-	-	500	1,000
Payment Processing fees	349	-	-	349	125
Donations to charity	-	-	-	-	110
League & Club Competitions	-	-	-	-	336
School Coaching & Lottery Grant costs	-	-	-	-	2,804
New Clubhouse planning	487	-	-	487	-
Club Coaching	1,591	-	-	1,591	-
Bath University Coaching	3,644	-	-	3,644	14,542
<b>Sub total</b>	<b>9,651</b>	<b>-</b>	<b>-</b>	<b>9,651</b>	<b>22,986</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>9,651</b>	<b>-</b>	<b>-</b>	<b>9,651</b>	<b>22,986</b>
<b>Net of receipts/(payments)</b>	<b>35,761</b>	<b>-</b>	<b>-</b>	<b>35,761</b>	<b>28,744</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>28,744</b>	<b>-</b>	<b>-</b>	<b>28,744</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>64,505</b>	<b>-</b>	<b>-</b>	<b>64,505</b>	<b>28,744</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Lloyds Current Account	11,389	-	-
	Lloyds Regualr Savings Account	28,375	-	-
	Lloyds 32 Day Notice Account	24,741	-	-
	<b>Total cash funds</b>	<b>64,505</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

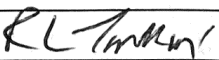
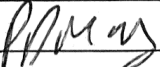
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	LTA Floodlights Loan	2,000	-	
	Bath University Coaching	371	-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	RACHAEL TUNKIN	30/1/2022
	PETER MAY	30/1/2022