

Enderby Lawn Tennis Club

Trustees Annual Report and Annual Statement of Accounts for period 1st September 2020 to 31st August 2021



Trustees as of 31st August 2021

Stephen Ince (Chair)
Dawn Williams (Secretary)
Eamonn Canavan (Treasurer)
Matt Webber (Marketing and Communications Officer)
Rob Kilby (Welfare Officer)
Geoff Kingsley Mills (Development Officer)

Structure

Enderby Lawn Tennis Club (ELTC) is a membership based Charitable Incorporated Organisation (CIO). ELTC became a CIO on 9th July 2019 and was founded in 1937.

ELTC is run entirely by volunteers and is managed by its trustees. Trustees are appointed in accordance with the club's Charitable Incorporated Organisation (CIO) constitution.

Activities and Objectives

The object of ELTC is the promotion of community participation in healthy recreation for the benefit of the inhabitants of Enderby and the surrounding district by the provision of facilities for playing tennis.

ELTC operates and maintains three floodlit savannah courts. The club has a membership of ~100 adults and has a junior section of ~40 children and offers a wide range of membership types to encourage participation. Pay and play is available for the general public.

The pay and play facility offered to the public encourages people to try tennis and enables those who do not wish to become members to have access to the tennis courts. The club provides an online court booking system and access to the courts is via a PIN number issued at the time of booking. This has made it easier to get into the courts and more people have used the courts and gained health and enjoyment benefits from playing tennis.

ELTC provide a series of tennis lessons each year for pupils at Danemill Primary School, it was suspended due to COVID-19 but restarted in September 2021. The club has the services of a self-employed LTA registered coach who provides coaching for juniors and adults. This enables anyone interested in advancing their tennis skills to have access to expert tuition.

Children from the age of five and adults up to the age of 90 regularly use the club's facilities. It has been shown that tennis provides a lot of health benefits, both mental and physical. The availability of the facilities for tennis in Enderby enables its residents and those in the surrounding areas to have access to these health benefits. Members can participate in club social play sessions, club

tournaments and coaching sessions. There are also opportunities to play in inter club matches for men, women, and mixed teams and in various age categories.

The club is working with Blaby District Council on social prescribing to extend the benefits of tennis to groups who may not previously have thought of tennis as an activity that can improve their overall wellbeing. The first social prescribing sessions were run in July and August 2021 and the second session is scheduled for September and October 2021.

The club installed a Smart Access Gate that enables access to the courts via PIN numbers issued when doing the online court booking. This has eliminated the need to collect keys for the court from the leisure centre and has extended the hours the courts can be used as the system now also automatically switches on the floodlights for court bookings. The cost of installation was entirely funded by grants from the Lawn Tennis Association (LTA), Sport England, Blaby District Council, Everyone Active and Enderby Parish Council.

The club has participated in the LTA Rally initiative to encourage more people to play tennis. The club also did extensive local promotion of the new online booking facilities for Pay & Play users and, despite the challenges of COVID-19, usage of the courts has increased.

Funding

About £8,000 of the club's ~£41,000 income for 2020/21 is derived from membership fees. Other income is from items such as one-off grants (~£18,000 COVID small business rate relief support, ~£10,000 grants for the Smart Access Gate), pay and play fees, match fees, floodlight fees, etc. A full set of the club's accounts is attached.

Achievements

A list of achievements is available in the last section of this report. These include installing the Smart Access Gate, implementing COVID secure processes, and maintaining our LTA registered venue status.

Looking Forward

Lease renewal negotiations, which were expected to be concluded in 2020/21, will now be concluded in 2021/22. Options for renewing the floodlighting and refurbishing the area at the back of Court 1 are being developed. The social prescribing initiative will be further developed using the experience gained to date.

Address

Enderby Lawn Tennis Club
Mill Lane
Enderby
Leicester
LE19 4LX

Charity Registration Number 1184329

Independent examiner's report to the trustees of Enderby Lawn Tennis Club

I report to the trustees on my examination of the accounts of Enderby Lawn Tennis Club (the Club) for the year ended 31 August 2021.

Responsibilities and basis of report

As the charity trustees of the Club 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 Club'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 statements

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 Club as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Neil Ford
38 Peers Way
Huncote
Leicester
LE9 3BT

3 May 2022

Accounts review for year ending 31 August 2021

The accounts are prepared on a receipts and payments basis and provides an analysis of the incoming and outgoing cash for the year.

Income £40,651 – The main income items were: -

Membership income was reduced mainly due to 40% discount on membership fees due to COVID-19. This was offset by the receipt of £17,681 in grant from the Small Business Rate Relief Scheme.

Pay & Play fees of £2,387 consist of £2,107 collected via the online bookings system and £280 that related to a previous year collected by the leisure centre. The average Pay & Play fees over the previous three years was just under £600 a year. The introduction of the online booking and the Smart Access Gate has increased pay and play use by over 350% compared to previous years.

We also received other one-off income due to the Smart Access Gate grants of £9,740, donations of £956, and Gift Aid of £55 (more gift aid will be collected on the more recent donations).

We are grateful for all the donations. £544 was received in memory of Tony Lemmon and the remaining £412 was donated by members. As a charity we benefit from gift aid on all eligible donations which increases the value of the donation by 25%.

Expenses £18,440 – The main expenses were

- Installation of the Smart Access Gate £8,848
- Court maintenance power sweeps £1,769 - There were five sweeps in the year, each costing £330. The remaining £119 is for sand for court dressing.
- Club Equipment £1033 – the main items were memorial bench £400 (funded by donations), scoreboards £299, wheelchair ramp £123, and court chairs £120.
- Clubhouse maintenance £970 – the main element of this expenditure relates to the five year electrical inspection at a cost of £360, an asbestos survey at a cost of £300, and new guttering of £100.
- Floodlight maintenance cost £959 – the floodlight columns were tested for integrity at a cost of £834 and meter barrels were replaced at a cost of £125.
- Smart Gate Fee £722 – this is an annual charge for the maintenance and operation of the Smart Access Gate.
- Electricity cost of £570 usage was lower as the clubhouse has been closed for a substantial period.
- LTA Fees of £543 is lower than the normal charge of ~£720. Normally ~£360 for match fees but this was reduced to £155 because of the disruption to 2020 matches due to COVID. £360 is for LTA Registered Venue fees which provides public liability insurance and gives access to the ClubSpark online booking system and the LTA support and advice.
- Rent of £510 is lower than budget as the lease has not yet been renewed at the new annual rental rate of £750.

Sinking Fund

The sinking fund represents savings that ELTC has set aside over several years to maintain the facilities to a high standard; this covers all aspects but is particularly relevant for the tennis courts and floodlights.

Club Funds	Actual 2020/21	Budget 2020/21	Budget Variance + = beneficial	Cash Basis 2019/20
Members Fund				
Opening Balance	13,815	13,815	-	3,176
One Off Income			-	-
Net Income / (Loss)	11,438	(5,753)	17,191	10,639
Closing Balance	25,253	8,062	17,191	13,815
Sinking Fund				
Opening Balance	30,589	30,589	-	24,815
Charge	10,773	5,773	5,000	5,773
Closing Balance	41,362	36,362	5,000	30,589
Total Funds	66,615	44,424	22,191	44,404

Membership Income	Actual 2020/21	Budget 2020/21	Budget Variance + = beneficial	Cash Basis 2019/20
Adult	6,928	9,690	(2,763)	9,004
Junior	769	825	(56)	918
Total Membership Income	7,697	10,515	(2,819)	9,922

Other Income				
Pay & Play Fees	2,387	1,000	1,387	501
Visitor Fees	279	75	204	154
Match Fees	760	850	(90)	522
Floodlights	448	600	(152)	835
Blaby Lottery	326	200	126	358
Club Tournament	-	75	(75)	17
Grant - Gate	9,740	7,000	2,740	

One-off income	Grant - COVID	17,681	-	17,681	10,000
	DL Coach	-	-	-	553
	LTA Fees Refund	-	-	-	330
	Social Event	-	-	-	288
	Donations	956	-	956	101
	Gift Aid	55	-	55	
	Tennis Balls Sale	60	-	60	40
	Club Kit	216	-	216	
	Social Prescribing	46	-	46	
	Interest	1	-	1	2
	Total Other Income	32,955	9,800	23,155	13,699
	Total Income	40,651	20,315	20,336	23,621

ne-off costs

Expenses	Actual 2020/21	Budget 2020/21	Budget Variance + = beneficial	Cash Basis 2019/20
Court Maintenance	1,769	1,750	(19)	2,089
Clubhouse Maintenance	970	600	(370)	662
Floodlight Maintenance	959	-	(959)	
Club Equipment	1,033	-	(1,033)	
Tennis Balls	810	800	(10)	777
Smart Gate Fee	722	1,000	278	
LTA Fees	543	700	157	681
Electricity	570	1,200	630	822
Rent	510	750	240	510
Water Rates	220	220	-	220
Insurance	480	470	(10)	436
Transaction Fees	218	-	(218)	
Club Development	-	400	400	-
Promotion	118	250	132	171
School coaching	-	300	300	300
Cleaning	50	260	210	93
Groceries / Cleaning	-	225	225	65
Website	70	70	0	170
Medical Supplies	25	-	(25)	
Stationery	-	50	50	19
Meetings	-	50	50	-
Club Tournament	119	-	(119)	55
Sundry	131	200	69	25
Install Smart Gate	8,848	9,800	952	
Lease Fees (incl legal costs)	-	1,200	1,200	
COVID	40	-	(40)	
Coach Fees	12	-	(12)	111
Club Kit Cost	225	-	(225)	-
Total Expenses	18,440	20,295	1,855	7,208
Income/(Loss) pre Sinking Fund	22,211	20	22,191	16,413
Sinking Fund	9,440	4,440	5,000	4,440
Court Rejuvenation	1,333	1,333	-	1,333
Total Sinking Funds	10,773	5,773	5,000	5,773
Net Income / (Loss)	11,438	(5,753)	17,191	10,639

Statement of Assets and Liabilities	As at 31.08.21
Cash funds	66,615
Other monetary assets	-
Investment assets	-
Assets retained for own use	
Pavilion, tennis courts, floodlights, fencing, ball machines	
Liabilities	-



ELTC Achievements

COVID-19 - 2020 & 2021	Implemented Lawn Tennis Association (LTA) COVID guidance, undertaking risk assessments, implementing required actions and mitigations, and developed event delivery plans. This has been a continuous exercise and a lot of work has been done by trustees and club members to develop a COVID secure environment.
Social Prescribing 2021	Worked with Blaby District Council Social Prescribing Team to develop social prescribing to improve wellbeing, both physically and mentally. First sessions were held in July and August 2021 and the next session was held in September and October 2021. Club members donated rackets for use in the sessions.
Danemill Primary School Tennis Classes - 2017 onwards	Tennis coaching sessions for Danemill Primary School have been supported by Blaby District Council. This had been running for three years up to 2019 and the children really enjoy the sessions. It was suspended in 2020 due to COVID and returned in September 2021 with sessions being run over ten weeks.
Tennis for Everyone - 2021	Promoted "Tennis for Everyone" and developed a racket loan scheme to encourage people to try tennis without the cost of having to buy a tennis racket. Club members donated rackets and the club provided tennis balls.
Online court booking and membership system - 2018 & 2020, 2021	New system for booking online introduced for members in 2018 and for Pay & Play in 2020. Now easy to check court availability and book. In 2021 introduced online membership process which makes it easier for people to join the club as it includes ability to spread payments.
Smart Access Gate Project - 2021	Smart Access Gate installed in January 2021. Increases the court time available to Pay & Play users by 4,000 hours a year due to automation of floodlights and extended booking slots in the evenings. Grant funding was received for the entire cost of the gate installation.



ELTC Achievements

LTA Rally - 2020	In July 2020 we became the first club in Leicester to participate in the LTA Rally initiative to expand the playing of tennis through pay & play.
Supporting Tennis Coaches - 2020	In June and July 2020, we supported local tennis coaches unable to earn a living due to the COVID closure of their normal venues by giving access to court time.
Club teams and tournaments	A great deal of effort goes into entering club teams into the Leicestershire leagues. Everyone from the Fixtures Secretary to the Selectors, the team captains and the players all contribute. The club tournaments and COVID social tennis also take a great deal of organising and are much appreciated.
Lease renewal	Solicitor appointed and lease terms are being agreed. King George V Playing Fields Enderby charity are progressing with the lease renewal but there have been some delays due to the complexity associated with granting a 35-year lease.
LTA Venue Registration - 2018 onwards	Achieved 5 Minimum Standards for LTA Venue registration Implemented COVID secure processes using risk assessments and event delivery plans.
Charitable status - 2019	We became a charity on 9 July 2019 after much hard work by the committee and the excellent support of Voluntary Action Leicestershire. The club has also registered with the HMRC and is recognised as a charity. This means the club can benefit from gift aid on donations by tax payers.
Court Rejuvenation - 2018	All three courts rejuvenated, and poor drainage problem fully resolved. Cost of £10,000 was paid in part by grant of £3,000 from Blaby District Council.
Clubhouse - 2018 & 2019	New electric heaters were installed in the winter 2018, and roof insulation was installed



ELTC Achievements

	<p>during the summer of 2019. Blaby District Council have provided grant aid for 50% of the cost.</p> <p>New benches installed; clubhouse door repainted</p> <p>Flowerpots replaced and wonderful new displays created.</p> <p>Flower beds beautifully maintained</p>
Google Drive	<p>All Club documents/Policies/Procedures are on saved securely.</p> <p>This enables easy updates with more accountability and traceability.</p>
Love Blaby Lottery	<p>As of August 2021, the club is receiving ~ £300 a year from sale of £1 weekly lottery tickets and has earned £1,089 since 2018. £325 has been won by ELTC lottery supporters. You can help the club and win up to £25,000 You can enter by going to our website enderbylawntennisclub.co.uk and clicking on "Be A Winner" and this will take you to the ELTC page for the Blaby Lottery.</p>
Gift Aid	<p>We have successfully applied to HMRC to be recognised as a charity. This means that any donations to the club will receive a 25% boost provided the donors are taxpayers.</p>