



Trustees' Annual Report for the period

Period start date
From 01 April 2022 To 31 March 2023
Period end date

Section A Reference and administration details

Charity name Sutton Tennis & Squash Club

Other names charity is known by

Registered charity number (if any) 1185220

Charity's principal address 19 Devonshire Road

Sutton

Surrey

Postcode

SM2 5HH

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	P M Ward	CHAIR		
2	T J Davies			
3	A Jennings			
4	J Jones-Smythe			
5	S M Lewis		13/12/2022 – 31/03/2023	
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
N/A	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Member nominations selected by Nominations Committee, elected by members at annual general meeting.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

During the year, the number of Trustees was increased to 5, inviting Steve Lewis to be a Trustee (approved at last AGM). Steve Lewis is also Chair of the Management Committee, who undertake day to day management of the club facilities.

Of the 5 Trustees, 2 currently serve on the Management Committee. This provides a balance between independent oversight of the Management Committee, alongside continuity with the Management Committee.

The Management Committee meet formally on a regular basis, usually every month. The Trustees are kept briefed throughout the year on all relevant matters and through reserved powers have control on the Management Committee contracting and expenditure decisions above an agreed delegated threshold.

Specifically we have the charity entity and a wholly owned trading subsidiary, STSC Trading Ltd, through which relevant transactions occur.

Policies and the Risk Register are reviewed on a regular basis to ensure they remain current. These are maintained "on line" for Trustees to review at any time and formally circulated to Trustees periodically.

Post the year end, Trustees became aware of incidents involving a former member of the club which highlighted weaknesses in cash and financial controls. The Trustees believe that the steps and measures since put in place have adequately addressed these inadequacies. The Trustees reported these events to The Charity Commission in December 2023 and confirmed that the CIO remains financially viable.

Summary of the objects of the charity set out in its governing document

The promotion of community participation in healthy recreation in particular by the provision of facilities for the playing of racquet sports including tennis, squash and racquetball.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

During the year total membership grew by 6.5% to 804 members and subscription income by 11.5% to £107,000.

The Inclusivity Manager role continued to have primary responsibility for overseeing delivery of all programmes, which are for the benefit of non-core members. These courses are delivered at a discount to our full membership rates. This allows STSC to provide access to a section of the public who would otherwise be unable to access facilities at the club either for financial and / or disability reasons.

During the year, a total of 168 individuals, benefited from over 4,700 one hour sessions. The collective value of these sessions provided by STSC was £7,800 and a further £5,500 funded by third party relationships.

All Trustees are aware of the guidance issued by The Charity Commission with regard to Public Benefit and adhered to the guidance throughout the year.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

During the period, we have continued to look to expand the footprint of users of the club to all abilities and age groups.

We have grown the number of schools / colleges we provide coaching programmes for in all our racquet sport facilities.

With 17 school / college relationships, the mix of schools covers the full spectrum of academic and physical abilities from grammar schools to others with a high concentration of SEN students, ensuring we make the facilities available across the whole community.

For adults, we continue to deliver programmes for the able and less able bodied, such as disability, walking, mental health and well being programmes.

The planning & scheduling of these programmes, allows us to fill court usage during week days and early evenings which tend to be off peak periods for our core membership.

To deliver on our policy to make facilities available to the full cross section of abilities in our community, requires us to continue to make a financial contribution into our Inclusivity Programmes, which we remain committed to.

Surplus funds generated each year from our members are being invested back into the fabric of the club to maintain facilities and increase our court space capacity.

During the year we have developed closer relationships with an independent local club, Sutton Highfields Tennis & Petanque Club, providing us with access to additional court capacity.

We have a strong ethic of encouraging our members to be contributors of their time as volunteers, alongside being active playing members of the club. This includes all our Trustees, Management Committee members and event organisers.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

During the year, a summary of our key achievements are: -

- 11.5% growth in core membership subscriptions.
- 6.5% growth in core membership numbers
- A growth in the funding available for our charitable objectives resulting in: -
 - A growth in our core coaching team
 - Relationships with 17 schools and colleges and delivery of bespoke programmes to each.
 - 75% Growth in the number of individual participants to subsidised programmes delivered by our Inclusivity Manager.
 - 95% growth in the number of coaching hours delivered under our Inclusivity programmes.
- Maintaining the number of active club teams playing both tennis and squash.

Section E

Financial review

Brief statement of the charity's policy on reserves

Reserves generated by the charity are all retained within the charity.

Funds raised are used to deliver: -

- Our growing Inclusivity Programmes, some of which require us to provide subsidies.
- Maintain the fabric of the club courts and changing facilities.
- Make improvements in club playing and club house facilities to enable us to expand the membership and court utilisation.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

- You **may choose** to include additional information, where relevant about:
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

- The mix in our source of funds was adversely affected by a rise in the negative contribution of STSC Trading Ltd, which also post Covid, did not benefit from any Government (Central or Local) Grants. During the period, Net of Depreciation, we still delivered an overall Net Surplus of £12,300.
- Our primary revenue remained: -
 - Subscriptions at £107K
 - Donations, Grants & Gift Aid at £29K
 - Miscellaneous Income including STSC Trading (£22K)
- During the period, we engaged with a third party for the long term rental of an existing telecoms mast already located on site. Post year end, this resulted in us receiving an exceptional payment of £90,000.

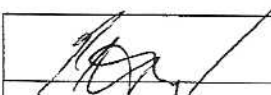
Section F

Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Peter Martin Ward	
Position (eg Secretary, Chair, etc)	CHAIR	

Date	24 th January 2024
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CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Sutton Tennis and Squash Club CIO

**On accounts for the year
ended**

31/03/2023

Charity no
(if any)

1185220

Set out on pages

10 - 15

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023.

**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 Trust'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**

The charity's gross income below £250,000 and I am qualified to undertake the examination by being a qualified member of The Association of Chartered Certified Accountants.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

Signed:

Joanne Rowland

Date: 25/01/2024

Name:

Joanne Rowland

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

ACCA

Address:

Hybrid Premium Ltd

110 Newbury Gardens

Epsom, KT19 0PD

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.

We agree with the Trustee's findings regarding the deficiencies in the bar's cash controls. It is essential to note that these issues have been addressed and strengthened.

The Trustee's report offers a detailed and accurate account of the events, and we are confident that the appropriate measures have been taken to enhance financial and cash controls, preventing a recurrence of such incidents.

Reporting for Year-end CIO -STSC

CIO - STSC

For the year ended 31 March 2023

Prepared by Hybrid Premium Ltd

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Detailed Profit and Loss

CIO - STSC

For the year ended 31 March 2023

	NOTES	2023	TOTAL
Sales			
Membership Subscriptions		107,147	107,147
Sales - Donations and Grants		25,380	25,380
Sales - Donations and Grants - Gift Aid		3,750	3,750
Sales - Floodlight Income (Tennis & Squash)		12,475	12,475
Sales - Tennis & Squash Receipts		12,357	12,357
Sales - Venue Hire/Social Functions		12,047	12,047
Total Sales		173,155	173,155
Gross Profit			
		173,155	173,155
Expenses			
Legal and Professional Fees			
Legal Expenses in relation to the Telephone Mast Lease		1,416	1,416
Total Legal and Professional Fees		1,416	1,416
Depreciation			
Depreciation Expense		20,560	20,560
Total Depreciation		20,560	20,560
General Administration			
Accounting and Book-keeping		2,424	2,424
Bank Fees		53	53
Building Refurbishment		4,614	4,614
Entertainment-100% business		384	384
General Tennis & Squash Related Expenses		18,152	18,152
Hygiene and Cleaning		8,261	8,261
Insurance (Combined Liability Club Policy)		2,134	2,134
IT Software and Consumables		1,236	1,236
Light, Power, Heating		7,657	7,657
Maintenance Buildings		10,292	10,292
Maintenance Courts		9,538	9,538
Maintenance Grounds		10,981	10,981
Professional Fees/Club Affiliation Fees		1,334	1,334
Social Function Expenses		920	920
Squash Coaching (Retainers & Fees)		4,248	4,248
Subscriptions (LTA Venue Registration)		1,156	1,156
Tennis Coaching (Retainers & Fees)		10,874	10,874
Waste Disposal & Recycling Services		2,584	2,584
Water Rates, Non-Domestic Rates & Council Tax		4,008	4,008
Total General Administration		100,850	100,850
Total Expenses		122,825	122,825

	NOTES	2023	TOTAL
Operating Profit (Loss)		50,330	50,330
Profit (Loss) on Ordinary Activities before Taxation		50,330	50,330
Net Profit (Loss) for the Period		50,330	50,330

Balance Sheet

CIO - STSC

As at 31 March 2023

	NOTES	31 MAR 2023
Fixed Assets		
Tangible assets		
Plant and machinery etc		
Building, Courts etc		167,698
Less Accumulated Depreciation on Building, Courts etc		(100,214)
Total Plant and machinery etc		67,484
Fixtures and Fittings		43,374
Less Accumulated Depreciation on Fixtures and Fittings		(26,746)
Total Tangible assets		84,112
Investments		
Investment - Lease at Cost		1,300
Investment Share In Trading Co STSC		1
Total Investments		1,301
Current assets		
Debtors		
STSC Trading Ltd - Intercompany Account		71,162
Debtors		
The 100 Club Draw		489
Total Debtors		489
Cash at bank and in hand		
CIO - STSC Current Account		56,344
Total Cash at bank and in hand		56,344
Prepayments and accrued income		
Prepayments		1,700
Total Prepayments and accrued income		1,700
Creditors: amounts falling due within one year		
Trade creditors		
Accounts Payable		3,625
Total Trade creditors		3,625
Other creditors		
The 100 Club Draw - Funds Held		873
Total Other creditors		873
Total Creditors: amounts falling due within one year		4,498
Accruals and deferred income		
Accruals		1,194
Total Accruals and deferred income		1,194

	NOTES	31 MAR 2023
Net current assets (liabilities)		125,198
Total assets less current liabilities		210,611
Creditors: amounts falling due after more than one year		
Other creditors		
> 1 year - Tennis Surrey Loan (Top Terrace: Rec'd March 2017)		9,000
> 1 year - LTA Loan (Artificial Clay Courts) Rec'd Jan 2016		7,564
Total Other creditors		16,564
Total Creditors: amounts falling due after more than one year		16,564
Net Assets		192,853
Capital and reserves		
Profit and loss account		
Current Year Earnings		50,330
Retained Earnings		45,870
Total Profit and loss account		96,200
Capital Fund		83,328
Development Fund		13,325
Total Capital and reserves		192,853