

**REGISTERED CHARITY NUMBER: 1188102**

**REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 JULY 2021  
FOR  
HERNE BAY ROLLER HOCKEY AND SKATING CLUB**



**Founded 1910**

**HERNE BAY ROLLER HOCKEY AND SKATING CLUB**

Charitable Incorporated Organisation reg no: 1188102

# **Annual Report 2020-2021**



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for the Period Ended 31 July 2021**

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## **HERNE BAY ROLLER HOCKEY AND SKATING CLUB**

### **REPORT OF THE TRUSTEES for the Period Ended 31 July 2021**

The trustees of Herne Bay Roller Hockey & Skating Club present their annual report and accounts for the year ending July 31st 2021 and comply with the Charities Act 2011. We are a Charitable Incorporated Organisation (CIO).

#### **Introduction**

Founded in 1910 the Herne Bay Club is the world's oldest club still in existence. Herne Bay is considered as the birthplace of organised Rink Hockey. Throughout its history the club has been at the forefront of the sport in England. The growth of the sport in this country has been restricted due to the lack of suitable facilities. Despite the lack of facilities the club is now recognised as a dominant club across the junior age groups and the development of the sport for the future. To enhance this, the club became a charity to enhance our aims and objectives.

Despite the year being very difficult due to the Pandemic we still strived to meet our aims when we were open. The six months prior to lockdown of year were very positive. The community club operates in an area of multiple deprivation in Herne Bay, Kent and the objects of the charity are the promotion of community participation in healthy recreation for the public benefit by providing facilities for learning to skate and playing the sport of Roller Hockey and in so doing improving health.

For the future, the charity will look to widen its community and sports activities with projects and initiatives involving other stakeholders and partners for the benefit of local residents.

#### **Report**

Our objectives are set to reflect our charitable aims and agreed by our Trustees and key-workers in the club. In setting our objectives and planning our activities the Trustees gave careful consideration to the Charity Commission's public/community benefit guidance but Covid and lockdown meant structuring our key objectives for this reporting period as following;

- Communication with our members and keeping them up to date with Covid guidelines relating to the sport and club.
- Where Covid guidelines allowed getting small groups of players out in to the fresh air for exercise.
- Using these periods of exercise to support other charitable causes including: Kids Cancer and the Juvenile Diabetes Research Foundation.
- Communication with the local community informing them of the clubs activities during lockdown.
- Communication with the Regional Association and the National Executive relating to opening the sport after lockdown.
- Communication with Developers, local councillors and prospective stakeholders in our community/clubhouse project.
- Communication with Developers, local councillors and prospective stakeholders in our community/clubhouse project
- Funding Applications.

Once the mandatory closures of our current facility (The Herne Bay High School Sports Arena) were in place from March 2020 the key aim was communication and keeping both the club and charity moving forward.

## HERNE BAY ROLLER HOCKEY AND SKATING CLUB

### REPORT OF THE TRUSTEES for the Period Ended 31 July 2021

#### Review of Activities

The year 2019/20 was very difficult due to the pandemic of Covid-19 and it having a year-on-year impact on our objectives. Prior to the closure March 2020 we had a positive 6 months from September 2019 to February 2020. At the time we had 10 teams (2 in every age group) a thriving Development section and a young senior team in the Premier League of roller hockey and the majority of the age groups had won their leagues at Regional level and reached the finals at National levels.



To avoid isolation during "Lockdown" restrictions the charity sought to keep our members active and interacting with each other, within the government guidelines.

There were weekly zoom quizzes involving parents and young people.

Keep fit, Football and Basketball sessions were arranged in a local park for appropriate groups of young people.



#### Charity Bike Ride



Funds were raised for both the Kids Cancer Charity and the Juvenile Diabetes Research Foundation. Our under 13's/15's players completed their aim of a 100 miles bike ride along local coastal cycle paths (over 4 weekends) for their chosen charity JDRF and the under 17's/20's completed their aim of 1000 miles (off-road) using the bridle ways and tracks that crisscross North and East Kent, in support of the Kids Cancer Charity.



## HERNE BAY ROLLER HOCKEY AND SKATING CLUB

### REPORT OF THE TRUSTEES for the Period Ended 31 July 2021

#### **Review of Activities (continued)**

As we were moving out of lockdown we were contacted by clubs from another region who asked to play a friendly tournament involving four clubs, across two neighbouring Counties. The tournament was held successfully under strict Government and NGB 'return to sport' guidelines.



On the 13th June 2021 two teams visited Herne Bay.

And on the 25th July 2021 return matches were played in visit was made to Peterborough.

#### **Proposed new facilities**

Unfortunately we were unable to raise funding for either the club or find additional grants to expand the monies provided by the 106 funding for the project. All existing avenues had been redirected to Covid causes.

We successfully communicated with the other stakeholders in the charity's Sport and Community/Clubhouse project (Thornden Project). The club's members also went into the local community to advertise the development and gain signatures in support of the planning application. These results were sent to Canterbury City Council Planning Officer.



At the beginning of this reporting period we were made aware of the project site being sold to a National Builder but were unable to communicate with the Builder due to restrictions and had further restrictions placed on the information we could share with other interested parties.

We obtained initial letters of support and interest from a number of local clubs: Roller Skating Clubs, Roller Derby, Netball, Football, Rugby and Keep Fit instructors.

The Builders appointed a consultant for us to liaise with regards to the details of the Community Sports Facilities and a number of Zoom meetings took place to try and reach agreement on the design and layout of the development. There were some issues that required further direction from CCC planning Department, Sport England and the Builders.

An initial business plan was submitted which may need to be reviewed given the outstanding reserved matters. The expected date December 2023 for completion of Community Clubhouse and Sport Facilities has now been delayed.

Further trustees will be appointed to help run the charity and a management committee will be appointed to run the day to day workings of the community facilities.

## HERNE BAY ROLLER HOCKEY AND SKATING CLUB

### REPORT OF THE TRUSTEES for the Period Ended 31 July 2021

#### Finances

The club's financial year ended on 31st July 2021. The club showed an overall surplus of £5,018.

Hockey was suspended by the Government in March 2020.

Some parents/players to continue to pay their monthly subscriptions. As a result the day-to-day running of the club showed a small profit of £486.73.

Fortunately the club had no overheads or major expenses whilst activity was suspended.

Given the challenges faced since March 2020 and the uncertainty there were concerns that we may not get sufficient numbers returning to the club. This would affect our ability to meet our expenditures.

The majority of players returned to the club. Our ability to recruit new younger members as a result of lockdown meant there were significant falls in the u11s and below.

The position the club found itself in was healthier than first imagined.

Since players returned to training, the club purchased the necessary sanitising gels and wipes plus full PPE for coaches.

Given the financial position of the club and the national situation the decision was taken that the annual subscriptions would remain at the same level as the 2019-20 season.

During this period the club were not able to organise any social fundraising activities.

#### **Structure, Governance and Management**

As a governing body under the Charity Commission rules the trustees oversee the direction and governance of the club and are responsible for its financial management ensuring its reputation is upheld and that the charitable objectives of the club are carried out.

Whilst they delegate day-to-day sport and related operational matters to the club's key workers by a trustee. The board retain overall legal responsibility and only delegate as far as the governing document or the relevant legislation allows. The law describes charity trustees as "the persons having the general control and management of the administration of a charity" (Charities Act 2011).

Herne Bay RH&SC is a Charitable Incorporated Organisation.

Herne Bay RH&SC became a Charity on 10th January 2020.

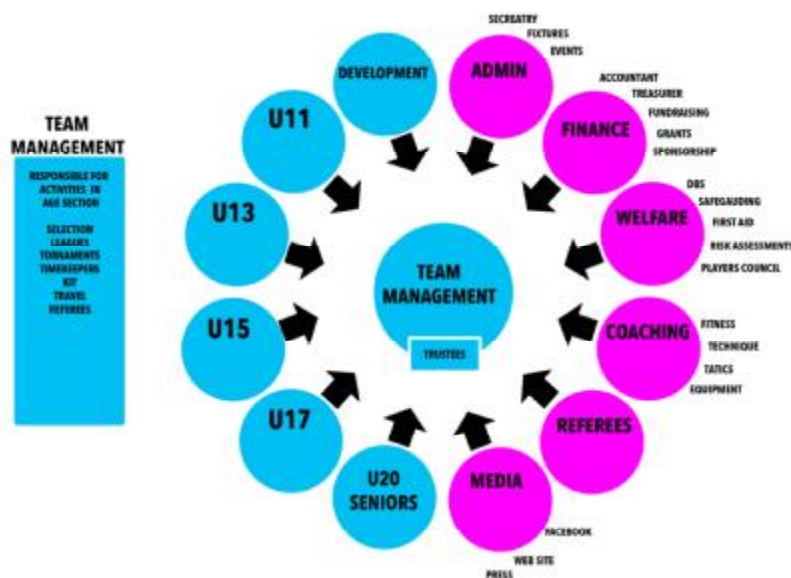
The latest constitution in respect of this reporting year was issued February 2020.

The club is run on an unpaid voluntary basis. Day to day matters are dealt with by an Executive Committee who report on a quarterly basis into the Board of Trustees. The Trustees have the ultimate authority at the club.

Reporting into the Executive Committee and running their own teams according to club rules are Team Managers. Players, parents, grandparents, and guardians etc. then make up the bulk of the associate membership of the club. Anyone can become an associate member.

Membership works on a subscription or donation basis.

#### **Organisational Structure**





## HERNE BAY ROLLER HOCKEY AND SKATING CLUB

### REPORT OF THE TRUSTEES for the Period Ended 31 July 2021

#### **Risk Management**

Club risk assessments are carried out annually and will be updated as and when incidents occur, during this reporting period there were no incidents, these risk assessments are for operating at our 'home' venue and for teams who travel to 'away' venues. We have the following procedures with documents in place, via our NGB and they can be found via the following link:

<https://www.englishrollerhockey.org/Rules-&-Policies>

The club also operates under the rules and regulation of our 'home' venue the Active Life/Focus sports facility.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Trustees**

Micheal Harris  
Emma Hudson

##### **Independent examiner**

Hilary Adams Ltd  
Chartered Accountants  
158 High Street  
Herne Bay  
Kent  
CT6 5NP

##### **Principal Address**

61 Central Avenue  
Herne Bay  
Kent  
CT6 8RU

Approved by the board of trustees on 25/05/22 and signed on its behalf by:



Mr M Harris (Chairman) – Trustee



# HERNE BAY ROLLER HOCKEY AND SKATING CLUB

## STATEMENT OF FINANCIAL ACTIVITIES (including Income and Expenditure Account) for the Period Ended 31 July 2021

	Notes	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £
<b>Incoming resources:</b>				
Voluntary income:				
Donations	2	4,062	-	4,062
Activities for generating funds:				
Subs & registrations		12,538	-	12,538
Other funding		2,500	-	2,500
Investment income		-	-	-
<b>Incoming resources from charitable activities:</b>				
Other income		-	-	-
<b>Total incoming resources</b>		<b>19,100</b>	<b>-</b>	<b>19,100</b>
<b>Resources expended</b>				
<b>Costs of generating funds:</b>				
Costs of generating voluntary income		-	-	-
<b>Charitable activities</b>		<b>14,082</b>	<b>-</b>	<b>14,082</b>
<b>Total resources expended</b>	4	<b>14,082</b>	<b>-</b>	<b>14,082</b>
<b>STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES</b>				
<b>Net incoming resources before other recognised gains</b>				
(net income for the year)		5,018	-	5,018
<b>Other recognised gains</b>				
Gain on revaluation of investments		-	-	-
<b>Net movement in funds</b>		<b>5,018</b>	<b>-</b>	<b>5,018</b>
Transfers between funds		-	-	-
Total funds brought forward		-	-	-
<b>Total funds carried forward</b>	9	<b>5,018</b>	<b>-</b>	<b>5,018</b>

Movements in funds are disclosed in Note 9 to the financial statements.

The notes form part of these financial statements

**HERNE BAY ROLLER HOCKEY AND SKATING CLUB**

**STATEMENT OF FINANCIAL POSITION  
for the Period Ended 31 July 2021**

	Notes	31.7.21 £	£
<b>CURRENT ASSETS</b>			
Cash at bank and in hand		5,619	
<b>CREDITORS</b>			
Amounts falling due within one year	8	<u>(601)</u>	
<b>NET CURRENT ASSETS</b>			<u>5,018</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>5,018</u>
<b>FUNDS</b>			
Unrestricted funds	9		<u>5,018</u>
			<u>5,018</u>

The charity is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the period ended 31 July 2021.

The members have not required the charity to obtain an audit of its financial statements for the year ended 31 July 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- (a) ensuring that the charity keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

The financial statements were approved by the board of trustees on ..... 25/05/2022 ..... and were signed on its behalf by:

.....  
Mr M Harris – Trustee

**NOTES TO THE FINANCIAL STATEMENTS  
for the Period Ended 31 July 2021**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

These financial statements have been prepared in accordance with Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value.

**Financial Reporting Standard Number 1**

Exemption has been taken from preparing a cash flow statement on the grounds that the charity qualifies as a small charity.

**Fund accounting**

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

**Incoming resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Grants and contract funding payments are recognised when receivable;
- Investment income is included when receivable.

**Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes VAT and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with both the costs of attracting the income and those of providing the facilities to generate the income.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

**2. DONATIONS**

The charity became a Charitable Incorporated Organisation (CIO) 21 February 2020, having previously been a non-profit association. The assets held at the date of incorporation (£4,062) have been treated as a donation from the former entity.

**NOTES TO THE FINANCIAL STATEMENTS**  
for the Period Ended 31 July 2021

**3. INCOMING RESOURCES FROM ACTIVITIES TO FURTHER CHARITY'S OBJECTS**

	<i>Unrestricted</i>	<i>Restricted</i>	<b>2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Registrations	427	-	427
Subs	12,111	-	12,111
Funding	2,500	-	2,500
Donations	4,062	-	4,062
	<b>19,100</b>	<b>-</b>	<b>19,100</b>

**4. TOTAL RESOURCES EXPENDED**

	<i>Basis of allocation</i>	<i>Unrestricted</i>	<i>Restricted</i>	<b>2021</b>
		<b>£</b>	<b>£</b>	<b>£</b>
<b>Costs directly allocated to activities</b>				
Rink hire	Direct	8,893	-	8,893
<b>Support costs allocated to activities</b>				
Administrative expenses	Floor area	53	-	53
Accountancy fees	Staff Time	600	-	600
Subscriptions	Usage	3,304	-	3,304
Sundry	Usage	89	-	89
Fundraising	Usage	1,143	-	1,143
<b>Total resources expended</b>		<b>14,082</b>	<b>-</b>	<b>14,082</b>

**5. NET INCOMING/(OUTGOING) RESOURCES**

Net resources are stated after charging:

	<b>31.7.21</b>
	<b>£</b>
Independent Examiners' remuneration	<b>600</b>
Directors emoluments and other benefits etc	<b>-</b>

# HERNE BAY ROLLER HOCKEY AND SKATING CLUB

## NOTES TO THE FINANCIAL STATEMENTS for the Period Ended 31 July 2021

### 6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the period ended 31 July 2021.

No expenses were reimbursed during the period.

### 7. TAXATION

As a charity Herne Bay Roller Hockey and Skating Club is exempt from tax on income and gains falling within section 505 Of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

### 8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	<b>31.7.21</b>
	<b>£</b>
Other creditors	<b><u>601</u></b>

### 9. MOVEMENT IN FUNDS

	Net movement in funds £	At 31.7.21 £
<b>Unrestricted funds</b>		
General fund	<b>5,018</b>	<b>5,018</b>
	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<b><u>5,018</u></b>	<b><u>5,018</u></b>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	<b>19,100</b>	<b>(14,082)</b>	<b>5,018</b>
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<b><u>19,100</u></b>	<b><u>(14,082)</u></b>	<b><u>5,018</u></b>

### 10. RELATED PARTY DISCLOSURES

There were no related party transactions for the period ended 31 July 2021.

**CHARTERED ACCOUNTANTS' INDEPENDENT EXAMINER'S REPORT  
TO THE BOARD OF TRUSTEES  
ON THE UNAUDITED FINANCIAL STATEMENTS OF  
HERNE BAY ROLLER HOCKEY AND SKATING CLUB**

We report on the accounts of the company for the period ended 31 July 2021, which are set out on pages 6 to 10.

**Respective responsibilities of trustees and examiner**

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. Having satisfied ourselves that the charity is not subject to audit under company law and is eligible for independent examination, it is our responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to our attention.

**Basis of independent examiner's report**

Our examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with our examination, no matter has come to our attention:

(1) which gives us reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

(2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

We were unable to verify a sample of expense items in the period, all linked to one supplier. The trustees have explained that, owing to the pandemic, payment was often made by card without an invoice being supplied. The charity has since changed supplier, and is unable to retrieve invoices. We have, however, been able to vouch to generic order forms for other periods and to the bank statement and, therefore, are satisfied with the trustees' explanation. Moving forward, we have stressed the need for an invoice to support all expense items.

Hilary Adams Ltd  
Chartered Accountants  
158 High Street  
Herne Bay  
Kent  
CT6 5NP

Date: .....

**Herne Bay Roller Hockey and Skating Club  
Detailed Income and Expenditure Account  
For The Period Ended 31 July 2021**

	<b>2021</b>	
	<b>£</b>	<b>£</b>
<b>Income</b>		
Registrations		427
Subs		12,111
Funding		2,500
Donations		4,062
		<hr/>
		<b>19,100</b>
<b>Administrative Expenses</b>		
Rink hire	8,893	
Post and stationery	53	
Accountancy fees	600	
Subscriptions	3,304	
Sundry expenses	89	
Fundraising	1,143	
	<hr/>	
		<b>(14,082)</b>
		<hr/>
<b>SURPLUS FOR THE FINANCIAL PERIOD</b>		<b>5,018</b>
		<hr/> <hr/>