

**NORTHAMPTON
CROQUET CLUB**

Northampton Croquet Club

Trustees Annual Report

Charity Registration: 1191519
Reporting Period: 01/11/2020 to 31/10/2021

1. Introduction

Northampton Croquet Club became a Charitable Incorporated Organisation (CIO) on 29 September 2020. All assets of the former unincorporated association were then formally transferred into the CIO. However, whilst not required (due to the CIO being 2 months old at first period close), a trustee's annual report was prepared for the full preceding period (01/11/2019 -> 31/10/2020) as it aligned with the club's reporting year and is available for inspection. This report covers the first full year of operating as a CIO. The trustees accept that they have overall responsibility for the direction, management, and control of the CIO.

2. Objectives and Activities

The object of the CIO is the promotion of community participation in healthy recreation for people of all ages in Northamptonshire and the surrounding area by providing facilities to participate in the sport of amateur croquet at both competitive and social levels (facilities means land, buildings, equipment and organising sporting activities).

The CIO is also involved in promoting croquet as an activity that contributes to both physical and mental welfare and through social interaction creates a supportive environment for its members.

The membership is engaged in social and competitive play both as individuals, and teams. The latter ranging from doubles partnerships to larger teams involved in competitive play in the regional croquet leagues (at various levels of play) and inter-club competitions.

With the loss of our home of some 30 years, St Andrews Hospital, Northampton in 2020; due to the landlord requiring the land for other purposes we have had a key objective to find a new home. Club members were instrumental in identifying potential future sites and were keen to embrace the challenge. This setback also afforded us the opportunity to establish a youth section previously denied us due to a constraint from the hospital regarding no site access for those under 18 due to the nature of some of the patients. The related activities involved visiting sites and assessing their general suitability and groundwork requirements to be suitable for croquet.

The trustees are supported by various internal teams designed not only to reduce trustee workload but to encourage members' participation in the management structure as well as providing a pool of potential trustees for the future. The teams formed provide introductory sessions and coaching to all levels and ability as well as others involved in lawn care, landlord liaison, promotional activities and fund raising.

As part of regular maintenance, the trustees regularly review the club handbook and key policies updating and communicating them to the membership as appropriate. These policies include Safeguarding, Equality, Disciplinary, Reserves policy and Data Protection (GDPR).

As Trustees, we have regard to the Charity Commission's public benefit guidance and have taken it into account in all decision making. We are fully aware of our place in the wider community and believe that we have complied with our duty to have regard to the published guidance on public benefit. Membership is open to all, including those with restricted ability to pay.

All Trustees gave their time to the Charity voluntarily and received no Honorarium, emoluments, or other benefits aside from receipted expenses.

3. Achievements and Performance

This year has been particularly difficult for the club. Not only has the COVID-19 pandemic had an impact but the search for a new home has continued.

On being served notice, the club set about finding a new home, many members rallied to the call and over 100 sites in the Northampton and surrounding area were explored. Further work was then conducted to narrow this down to the three sites with the greatest potential to support the charity's aims and future growth. This work involved assessing the land for croquet use and determining the extent of any groundworks needed. A governing body grant aided the club in securing professional services to help in this respect. At an extraordinary general meeting the membership selected one site they wished the trustees to pursue with due diligence and speed. In the interim the trustees had secured a temporary location for modest continuation of play, this being at its current principal office address. Whilst the two croquet lawns at this location are adequate, they are not sufficiently developed for serious tournament play.

The preferred site however fell through as the landlord due to personal and COVID related issues was unable to commit to any investment or consider offering the club a leasing agreement which would have enabled us to fund the necessary work. The trustees then re-opened discussions with the landlord at the second site and are pleased to report that an agreement will be signed early next season (Spring 2022) when work to professionally build two croquet lawns will commence. The club is actively engaged in raising the necessary funds and applying for grant aid to facilitate this initial build including the provision of suitable maintenance equipment.

The land will ultimately support four croquet lawns and it is the club's intention to develop to this level over the next 5 years.

Croquet is one the few activities that can be practised whilst observing the social distancing measures of the COVID-19 restrictions and the club operated with the necessary controls at its temporary site during the 2021 season. Most of the membership returned to active but limited play, anecdotally commenting that the return to play had contributed greatly to their mental and physical wellbeing as well as providing a space for safe social contact.

The restrictions due to COVID-19 and the limited playing conditions also meant that our usual tournament schedule both internal and hosting external events had to be curtailed which limited this revenue stream. We did however manage to resume our ability to host groups for 'Have a Go' events during the summer. Local WI groups, the Northampton Rotary club and a u3a group were introduced to the sport, not only providing a modest source of revenue but as importantly introducing new people to the sport and the club.

Being active during the summer we were able to introduce several people directly to the sport through the publication in local magazines of our club, sport and offering. However arguably the best result was the recruitment of under 25s, the first the club has had in many years!

Our current location is a common area for people to take exercise, as such we have fielded many (socially distanced) enquires and we sincerely hope that 2022 will allow us to continue to support these ad hoc requests.

The club has also reviewed its support to new members with no previous experience and has established a 'buddy scheme' whereby experienced members take novices 'under their wing' to ensure a smooth transition into the club, provide a greater understanding of the sport and its various forms as well as provide on-going basic tuition in tactics and play.

Three of our members also received national recognition from the Croquet Association (our governing body) for their achievements. One was awarded a governing body Diploma for services

to Croquet, another the most improved female Golf Croquet player and lastly the senior club coach was awarded 'Coach of the Year 2021'.

Members who enjoy the competitive aspect of croquet were also able to participate in tournaments and several made it through to the National finals of their class. The club also fielded two teams in the regional leagues competing at a high level with good results. On a more social level several 'friendlies' were held with other local clubs and enjoyed by all with the club being well represented. The most notable, receiving both local and national media coverage was that with Peterborough Croquet Club – The Nene Challenge. Signalling to all that the Northampton Croquet Club is still going strong despite its change of circumstance.

As part of testing local support for a club at our proposed new location the club presented at a local parish council meeting. This was subsequently reported in the local parish magazine and received very positive feedback and a strong desire for the community to welcome us. The consensus being that the needs of the community directly related to our aims.

The trustees believe that the club has established a strong foundation after the upsets of 2020/2021 and look forward to developing our new site and promoting croquet for the benefit of its members and the local community it supports.

4. Financial Review

On becoming a CIO all assets of the previously unincorporated association (also known as Northampton Croquet Club) were transferred into the new CIO and banking facilities updated to reflect and comply with this change in legal status.

As at 31/10/2021 the club balance stood at £22050.

The income for the year was £6,250, with an expenditure of £2,817.

Whilst the club is not formally required to conduct an independent examination it has traditionally commissioned one and will continue, reflecting the professional way the finances are dealt with and giving confidence to the membership and any interested third parties.

Major factors that contributed to the increased income this year were the efforts in supporting 'Have a Go' events and the coaching delivered to a wider community outside the club membership whose participants donated to the club funds. These sessions were able to return to a reasonable level given the pandemic. The increase in subscriptions was felt prudent to accommodate the ground rent associated with a more normal playing season and have also helped with ongoing equipment maintenance.

Currently the club has a temporary home (the address identified as its principal office) and we will be preparing the lawns at a new home that ultimately should see the club with a higher level of facilities than previously experienced. In the next year or two, reserves will be utilised to prepare this new location as well as fund raising efforts increased. In recognition of the level of funding needed for the new home the club has established a Reserves policy so that its financial commitments and financial sustainability can be maintained.

The charities reserves are currently invested in a building society account that delivers a reasonable rate of interest given the current financial situation and a current account that provides sufficient monies to permit a cash flow so as not to disturb the interest rate from the building society. The reserves are used in replacing equipment that is of a tournament standard and to provide sufficient other equipment to assist in the promotion of the charities aims. Going forward, they are also to be used more extensively in the provision and maintenance of a club house and associated croquet lawns.

The trustees maintain a risk register that is reviewed quarterly regarding all issues pertinent to the charity. The highest profile risks are associated with relocating to a new venue in 2022 and the associated groundworks. Should however the charity not be able to move on schedule, our current hosts have stated that they are willing to continue to host us.

4.1 Receipts and Payments Account



CHARITY COMMISSION
FOR ENGLAND AND WALES

**Northampton Croquet
Club**

1191519

**CC
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Receipts and Payments Accounts

For the period from	01/11/2020	To	31/10/2021
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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 £
A1 Receipts					
Subscriptions	4615	-	-	4615	2640
Coaching	0	-	-	0	200
CA Competitions	0	-	-	0	203
Club Competitions	0	-	-	0	55
Club Events	0	-	-	0	0
Private Events	0	-	-	0	0
Group Visits (WI)	777	-	-	777	0
Donations	739	-	-	739	0
Visitors	95	-	-	95	85
Dinner	0	-	-	0	543
Other	13	-	-	13	1285
Stafford Railway BS Interest	11	-	-	11	50
Sub total (Gross income for AR)	6,250	-	-	6,250	5,061
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	6,250	-	-	6,250	5,061

A3 Payments

Ground Rent	1296	-	-	1296	938
Insurance	321	-	-	321	376
Buildings / F&F Purchase/ Maintenance	0	-	-	0	0
Equipment Purchase / Maintenance (inc. new keys, mugs)	7	-	-	7	127
Audit for Previous Year / AGM	0	-	-	0	239
Dinner	0	-	-	0	570
Relocation Costs	553	-	-	553	250
Competitions	213	-	-	213	40
Affiliation CA / Region	413	-	-	413	920
Officers Expenses	14	-	-	14	296
Other	0	-	-	0	1206
Sub total	2,817	-	-	2,817	4,962

A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-



Total payments	2,817	-	-	2,817	4,962
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Net of receipts/(payments)	3,433	-	-	3,433	99
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	18,618	-	-	18,618	18,519
Cash funds this year end	22,050	-	-	22,050	18,618

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	Petty Cash	127	-	-
	Nat. West Account	11203	-	-
	Stafford Railway Account	10720	-	-
	Total cash funds	22,050	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
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 asset belongs	Cost (optional)	Current value (optional)
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	

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

Signature	Print Name	Date of approval
	Martyn Palmer	24/11/2021
	Paul Chard	24/11/2021

4.2 Independent Examiner's Report



**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

Northampton Croquet Club

On accounts for the year
ended

31 October 2021

Charity no **1191519**
(if any)

Set out on pages This Page

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/10/2021

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 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.

Signed:		Date:	27/12/21
Name:	John F. Deakin FCA		
Relevant professional qualification(s) or body (if any):	Chartered Accountant		
Address:	Dorset House, Meadow Gate, Perks Lane, Prestwood, Buckinghamshire. HP16 0JN		

Section B

Disclosure

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.

5. Structure, Governance and Management

The charity is setup as a Charitable Incorporated Organisation (CIO) and controlled via its constitution.

Trustees are elected from the membership according to the process and provisions within the constitution.

The constitution sets out the eligibility requirements for a trustee and the process for those eligible to be considered by the membership. The incumbent trustees offer advice to anyone wishing to be considered regarding the role and associated responsibilities along with the Charities commission documents including the 'Welcome Pack for New Trustees.'

On election each new trustee will receive:

- (a) a copy of the constitution and any amendments made to it;
- (b) a copy of the club handbook and policies.
- (c) a copy of the CIO's latest trustees' annual report incorporating the statement of accounts

The charity has a minimum of 3 and a maximum of 7 trustees. It also has introduced several specialist teams to assist the trustees in taking the club forward.

Northampton Croquet club is a member of the sport's governing body – The Croquet Association (CA) and it also affiliates to the regional organisation the East Anglia Croquet Federation (EACF).

The trustees serving over the period of this report were:

Trustee	Role
Paul Chard	Chair
Mike Hills	Secretary
Martyn Palmer	Treasurer
James Skelton	
Lionel Tibble	
Peter Taylor	
June Pendergrast (Retired - June 2021)	

Due to the COVID-19 pandemic and the issues involved in re-locating the club then the trustees meet via the Zoom video conferencing tool fortnightly. With special meetings set aside for risk register review or the management support teams.

The trustees are satisfied that our processes and systems are both legally compliant and adhere to the requirements of the charity commission.

The appointed Independent financial examiner for the period of this report:

John Deakin FCA	Dorset House, Prestwood, Bucks. HP16 0JN
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The charity has no corporate or advisory trustees. It has no trustees holding title to property belonging to the charity and no Funds are held as custodian trustees on behalf of others.

There are no reasons supporting 'non-disclosure' of key personnel details.



6. Reference and Administrative details

Charity name	Northampton Croquet Club
Other name the charity uses	Not applicable
Registered charity number	1191519
Charity's principal address	<p>The principal office of the CIO is Wellingborough Old Grammarians Memorial Sports Field, Sywell Road, Wellingborough, Northants NN8 6BS.</p> <p>However, for postal purposes, including the receipt of documents, its address shall be the home address of the secretary of the CIO, which shall be shown on all correspondence from the club and on the Contacts page of the CIO's website.</p> <p>Secretary: Mike Hills 168 Ryeland Road, Duston. NN5 6 XJ</p>

7. Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Paul Chard	Lionel Tibble
Position (eg Secretary, Chair, etc)	Chair of Trustees	Trustee
Date	28/12/2021	