

Trustees' Annual Report for the period

From 1 January 2023

To 31 December 2023

Charity name: LEIGHTON BUZZARD ATHLETIC CLUB

Charity registration number: 1193091

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote community participation in healthy recreation within Leighton Buzzard and the surrounding area by providing facilities and events for athletics.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The club holds a range of weekly training sessions to improve athletic ability and general fitness. Opportunities are provided for members to compete in competitions across a range of athletics disciplines. The club organises the Leighton 10 road race, which is popular with the local community, providing a challenging target for local runners to train for. The club welcomes all people, regardless of ability, background, faith, gender, sexuality or personal circumstances.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have read and accept the guidance around public benefit, and ensure this is central to the objectives of the charity.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The trustees have delegated the running of the charity to the general committee, which meets regularly throughout the year and helps deliver the charity's objectives. The trustees are grateful for the ongoing work of the general committee and the club continues to provide significant benefits to the local community through its activities and events. The trustees are particularly grateful for the work carried out in 2023 by the general committee and the Leighton 10 sub-committee. The trustees have adopted the general committee's annual report as a true and accurate reflection of the charity's activities during 2023. This report is included as an appendix at the end of this Annual Return.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	During the year ended 31 December 2023 the club generated a surplus of receipts over payments of £1,843, an increase of £1,157 from the amount of £686 the previous year. The main cause of the increase was a much-improved surplus from the club's Leighton 10 race of £1,362 (2022: £121). As at 31 December 2023 the club held cash funds of £16,488, which provides cover of 1.62x against the annual payments. The financial performance over the year was pleasing. The strong level of reserves will enable the charity to pursue its goals, in particular the re-establishment of the junior section.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The club aims to hold unrestricted reserves equivalent to at least one year's worth of expenses, to cover cashflow and any unanticipated expenditure. Additionally, the club regularly considers the need to build up restricted reserves to cover equipment maintenance or replacement, or to undertake any capital expenditure projects that could enhance the club's offering. At present, no restricted reserves are deemed necessary.
Amount of reserves held	Para 1.22	£16,488
Reasons for holding zero reserves	Para 1.22	N/A – reserves held
Details of fund materially in deficit	Para 1.24	N/A – no deficit
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None. The Trustees consider the charity to be a going concern.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		None
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution of a CIO with voting members other than its charity trustees
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The club members or the charity trustees may at any time decide to appoint a new charity trustee, either in place of a trustee who has retired, or as an additional trustee, provided that the limit on the number of trustees would not as a result be exceeded. At every annual general meeting, one-third of the charity trustees shall retire from office, and can seek reappointment.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Leighton Buzzard Athletic Club
Other name the charity uses	N/A - none
Registered charity number	1193091
Charity's principal address	N/A – The club does not have its own HQ; training is provided in public areas and on a purpose-built facility on the land of Vandyke Upper School in Leighton Buzzard.

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	Richard Inchley	Chair		
2	James Cusack			
3	Nick Clay			
4	Roger Seldon	Treasurer		
5	Peter Mackrell		Appointed 28/02/2023	
6				
7				
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15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A - None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A - None

Additional information (optional)

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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Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A – no exemptions

Other optional information

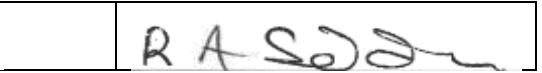
None

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Richard Anthony Inchley	Roger Alan Seldon
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Position (eg Secretary, Chair, etc)

Chair	Treasurer
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Date

28/04/2024

APPENDIX - Trustee Report for AGM 2023/24 – Chairman’s Report

Membership

Year	Total	Junior	Senior
2021/22	211	98	113
2022/23	206	94	112
2023/24	158	57	101

- Junior membership was impacted by the suspension of that section.
- Senior membership remains reasonably stable and above 100 members.
- Aim is to maintain a membership between 90 minimum and 150 senior members.

Finances and membership fees

As we will be reported the club finances are in a healthy position and as ever we’ll be looking at several ways to ensure any surplus is reinvested back in the club. Significant investment this year will be needed on coaching for juniors and run leading for seniors.

Subject to further discussion at the committee we are highly unlikely to propose any increase in membership fees for next year. Membership fees will likely be frozen once again, and the inevitable EA membership fee increase absorbed once again.

I’d like to thank Pete Mackrell and our Treasurer Roger Seldon for putting the account together. I must highlight Roger in particular who has had a hellish time with Barclays this past 6 months or more. Resulting in our account being closed and us unable to make payments, through no fault of our own for several months. He spent many a long hour on the phone and even covered some member expenses himself while it was resolved, really going above and beyond.

Training and coaching

We have successfully added new members to the Tuesday and Wednesday run leaders group and laid down a clear structure on how we want these evenings to run. This has taken account of member feedback to ensure they remain as accessible as they can be for our members. Thursday nights continue to run smoothly and there a regular group who take part in speed training no matter the weather.

We have also begun monthly, long social runs on a Sunday.

We’re always looking for more people to help on any of our club nights.

Facilities, equipment and kit

- A health stock level is maintained by our Kit Manager (Will Eastman)
- In 2024 we will need to look at how we maintain the facilities at Vandyke in the absence of the junior training up there.

Leighton 10 (L10)

The Leighton 10 was a great success this year. The planning and organisation went off smoothly, as did the day itself. We saw an increase in entries this year and the event made £1362.14 back to club.

Our thanks go to Ian Grimshaw as Race Director and his hard-working Leighton10 Committee for putting on a wonderful event. Hopefully we can build on that in 2024.

Junior section

The big news in the junior section was the stepping down our long-standing team of Warren Rose, David Killick and Nick Clay. The club once again extends our thanks to their many of years of dedicated service to our junior section.

Unfortunately, this did impact heavily on junior training and events. Although we completed a full track and field season, full athletics training ended on 31 August. Warren kindly has kept an endurance run group going which has enabled a small / hardy group to continue training through the XC season. Warren will step down in August.

The club is committed to reestablishing our junior section. This is a core part of what we do and set out in our charitable goals. However, this will be a slow and gradual process, as it takes time to train coaches. So, the plan is to build back gradually. I plan to take over the endurance group that runs on Thursday from April. Training will be offered to ages groups 12+ and initially training numbers will be limited. We will then look to recruit and train more people over the next few years. The focus may initially be running but we do hope we can get back to providing field event training over time.

This will be an immense challenge but by going back to basics we can continue to offer a training and opportunities to compete to the young people of the town.

Events and Racing

Once again, our Club Captains developed a fantastic calendar of events for the past 12 months across our various championship – road, off road, cross country and track and field.

In 2023/24 we will continue to actively encourage participation by promoting our various championships particularly to new members who may be less aware of what's involved.

Cross Country

The club maintained a respectable mid-table position in the Chiltern XC League this year. We were 8th overall, and in the men's section, and 9th overall for the ladies. This is down a couple of places on last year but still a solid set of results. It was a challenging year with a host of injuries and general unavailability meaning we rarely had all our strongest runners available at each event. It remains true though that when we do then the club is capable of challenging further up the table, possibly even pushing for a top 3 or 4 finish.

Road

The road series saw a disappointing drop off in attendance after a good year in 2023. Participation was lower for both men and women but in the latter case for a couple of the events we struggled to even to get 3 people attend.

The committee will discuss this at future meetings to see how greater participation can be encouraged.

Off Road / Trail

The off-road series is home to some great and challenging events. Participation has been good this year with the relays being particularly well attended again. It was pleasing once again to pick up trophies at both Greensands and the MK relay.

Track and field

From a senior perspective this remains a challenge for participation. The juniors completed a full season before the coaches stepped down. The committee will review plans for track and field in the coming months.

Draft committee priorities for the next year

In no particular order:

- Ensure the Leighton 10 continues to grow and be successful event for the local area.
- Invest in coaching courses for those that are keen to develop their skills and support the club so we can enhance the quality of what we offer (both for juniors and seniors)
- Look at our event participation, particular for road events, and try to understand where it can be improved or what we can do differently.
- Look to develop the social aspects of the club based on feedback from our membership.
- Review our internal communications to ensure everyone is getting the information they need about what's happening with the club.

I'd finish by saying that anything we as club want to do or achieve is reliant on people coming forward to help. So, I extend my sincere gratitude to anyone and everyone who has helped in the last 12 months. I would add though that both the club's and committee's resources are finite, so if we are to develop new areas then we need new people to come forward and help. Not just with issues or ideas but also some willingness to help implement them.

James Lowe

Club Chairman (General Committee)



CHARITY COMMISSION
FOR ENGLAND AND WALES

LEIGHTON BUZZARD ATHLETIC CLUB

1193091

Receipts and payments accounts

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For the period from	01/01/23	To	31/12/23
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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					
Membership fees	6,194	-	-	6,194	8,491
Race entries	3,449	-	-	3,449	3,893
Social functions	1,610	-	-	1,610	1,080
Club kit	240	-	-	240	1,337
Grants & donations	500	-	-	500	500
Other income	8	-	-	8	50
Interest	32	-	-	32	4
	-	-	-	-	-
Sub total (Gross income for AR)	12,033	-	-	12,033	15,355
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	12,033	-	-	12,033	15,355
A3 Payments					
Affiliation fees	2,728	-	-	2,728	3,343
Race events	2,087	-	-	2,087	3,772
Social functions	2,088	-	-	2,088	1,401
Competition fees and transport	815	-	-	815	2,025
Club kit	310	-	-	310	2,122
Coaching/welfare courses	265	-	-	265	-
Medals and engraving	812	-	-	812	572
Equipment	276	-	-	276	85
Venue hire	440	-	-	440	915
Other costs	369	-	-	369	434
	-	-	-	-	-
Sub total	10,190	-	-	10,190	14,669
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	10,190	-	-	10,190	14,669
Net of receipts/(payments)	1,843	-	-	1,843	686
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	14,645	-	-	14,645	13,959
Cash funds this year end	16,488	-	-	16,488	14,645

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	Current account	10,195	-	-
	Savings account	-	-	-
	Paypal account	6,293	-	-
	Total cash funds	16,488	-	-
	(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)
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
Notes to the accounts	The CIO has not provided any guarantees. The CIO has not entered into any debt arrangements during the period, and does not have any debt outstanding			

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

Signature	Print Name	Date of approval
	Richard Anthony Inchley	28/04/24
	Roger Alan Seldon	28/04/24