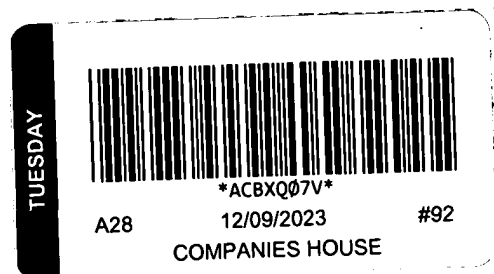


Registered Company Number: 13014679
Registered Charity Number: 1193395

**CHANCTONBURY COMMUNITY
LEISURE LTD**
(a company limited by guarantee)
**UNAUDITED REPORT AND FINANCIAL
STATEMENTS YEAR ENDED 31
MARCH 2023**



**CHANCTONBURY COMMUNITY LEISURE LTD
REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023**

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**CHANCTONBURY COMMUNITY LEISURE LTD
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Officers and Professional Advisers

Directors and Charity Trustees

Members of the Board of Trustees are the charity trustees of Chanctonbury Community Leisure under charity law and the directors of the charitable company. The members of the Board who served during the period and subsequently are detailed below:

Tracey Euesden
Susan Kowszun
Stephen Kibblewhite
Philip Pickard
David Cracknell
Andrew Dunstan (resigned 21/06/22)
Robert Dent
Lisa Wheatley
Simon Hodges (appointed 22/03/23)
Cheryl Brown (appointed 19/05/23)

Registered Office

Chanctonbury Leisure Centre
Spierbridge Road
Storrington
Pulborough RH20 4PG

Independent Examiner

Lucy Hammond BSc FCA
Kreston Reeves LLP
9 Donnington Park, 85 Birdham Road
Chichester PO20 7AJ

Bankers

CAF Bank Ltd
25 Kings Hill Ave
Kings hill, West Malling
Kent ME19 4JQ

Solicitor

Glanvilles Anderson Rowntree
Wisteria House
Market Square
Petworth GU28 0AJ

**CHANCTONBURY COMMUNITY LEISURE LTD
REPORT AND FINANCIAL STATEMENTS
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Trustees' Report

The Trustees of Chanctonbury Community Leisure (the Charitable Company, known as CCL) present their report for the year ended 31 March 2023 under the Charities Act 2011 and the Companies Act 2006, thus including the Directors' Report and Strategic Report under the 2006 Act, together with the financial statements for the period.

STRUCTURE, AIMS AND GOVERNANCE

Constitution and objects

The Charitable Company was established in 2020. It is constituted as a company limited by guarantee registered in England, number 13014679, and is registered with the Charity Commission under charity number 1193395. The Charitable Company's activities are governed by its Memorandum and Articles of Association dated 12 November 2020.

The Charitable Company's objects as set out in the Memorandum and Articles of Association are:

- The advancement of amateur sport;
- The promotion of activities that have a proven beneficial effect on health by the provision of leisure facilities for recreation or other leisure time occupation for the general public;
- Provide facilities to local schools, organisations and charities for the purpose of physical education and training for personal and teamwork development; and
- Promote physical health and fitness among the local community.

AIMS, OBJECTIVES AND ACTIVITIES

Aims

The Charitable Company's aim for public benefit is to provide safe, secure and up-to-date sporting and exercise facilities for the local community, local schools, local authority organisations and charities.

GOVERNANCE AND MANAGEMENT

Board of Trustees

The Board of Trustees (the Board) consists of nine individuals. All are members of the centre.

The Board takes its governance responsibilities seriously and aims to have a governance framework that is fit for purpose, compliant and efficient. CCL's policy and practice have been reviewed against the Charity Governance Code. The Board is putting in place a programme for continuous development. During the period a key area of focus continues to be the development of a matrix against which to evaluate the performance of the Board and of individual Trustees.

**CHANCTONBURY COMMUNITY LEISURE LTD
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Recruitment, induction and training of Trustees

New Trustees are required to attend an induction meeting which explains the objectives of the Charity and the responsibilities of the Trustees.

Organisational management

The members of the Board, as charity trustees, are legally responsible for the overall management and control of CCL. The Board meets bi-monthly and acts in the sole interest of CCL.

The day-to-day running of CCL is delegated to a Senior Management Team, comprising the Operations Director, Centre Manager and Duty Managers.

STRATEGIC REPORT

STRATEGIES TO ACHIEVE THE PRIMARY OBJECTIVES

2022/23 saw CCL's first full year of operation, after the first half of the previous 12 months experienced a degree of Covid-19 restrictions. The Centre started the year with a healthy and growing membership base and a full programme of fitness, health and wellbeing activities.

The annual plans included the strengthening of exciting relationships within the local community including sporting clubs & organisations, community groups and both Parish and District Councils.

The cost of living crisis, coupled with the spiralling utility prices, presented challenges throughout the year and CCL took steps to mitigate these with a number of projects and initiatives designed to increase footfall and to save energy usage. These included the installation of energy efficient LED's in both the Studio and 3G to reduce usage. In a twelve month period where many leisure facilities, especially those with a wet side, have struggled and even closed due to financial pressures Chanctonbury has finished the year with a significantly higher membership than pre Covid-19 and more clubs and organisations utilising the facility than ever before.

**CHANCTONBURY COMMUNITY LEISURE LTD
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ACHIEVEMENTS AND PERFORMANCE

Promote physical health and fitness within the local community

CCL has seen a significant growth both in the number of sporting groups utilising the Centre and general footfall.

CCL's racquet sports delivery has seen the Centre develop a number of badminton clubs, suitable for all ages and abilities, a thriving table tennis coaching club, a Women's Institute Table Tennis Club and two Short Tennis clubs. Catering of a more mature market has also seen an increase in Short Mat Bowls, Walking Football and Walking Netball. This has resulted in the Netball group developing a team now competing in local leagues.

The 3G, installed by CCL in 2021, has continued to grow in popularity and now has over 20 local teams training weekly on the facility including football and rugby. The women's football team has expanded and now trains twice week and includes a new girls' squad.

For the juniors CCL provides weekly clubs for football, gymnastics, netball, table tennis, boxing, music and roller disco. The gymnastics and netball sessions attract 120+ each week. The Junior Gym Membership total is up to over 140 young people. The Centre puts a strong focus on ensuring that opportunities are accessible for all young people and that they are able to form the foundations of a healthy lifestyle from a young age. The Centre's instructors work with the young people in the gym to make sure that they exercise safely and appropriately. The Gym caters for all demographics and the Group Exercise Programme provides 25+ classes each week providing sessions ranging from high impact through to holistic classes including Tai Chi, Yoga and Pilates.

Promote physical health and fitness amongst the wider community

CCL provides services to over 1,250 members from the local community, together with a number of Pay As You Go / Non Members. In addition, all adult classes, children's courses and classes are open to the general public at prices set in accordance within the local market.

The Centre prides itself on being so much more than "just a gym" and this is shown by the vast array of activities and services on offer to the wider community. Health & Wellbeing includes both mental and physical health and CCL ensures that it is positioned to provide services to all ages and abilities.

A major success in 2023 has been the Exercise on Referral Scheme, which takes referrals from local GP's and Physiotherapists and guides them through a 12 week exercise programme to improve their overall wellbeing. The team have welcomed 135 referrals over the past 12 months.

Activities such as the Stronger for Health programme, providing a morning of activities for the more mature demographic, through to the free crèche on offer for younger families attract participants from the immediate community and further afield.

During the school holidays the Centre offers ACE Football Academy, which attracts between 50 – 80 children per day, and Premier Education Multi Activity Club, which attracts circa 30

**CHANCTONBURY COMMUNITY LEISURE LTD
REPORT AND FINANCIAL STATEMENTS
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children per day. These sessions benefit from Holiday Activities and Food Funding which ensures that those accessing free school meals also access free childcare and a free meal during the school holidays at Chanctonbury.

A Toddler session, aimed at ages 0 -5 and delivered in conjunction with the local Community Hub, regularly attracts over 120 young families each week.

Throughout the year CCL has also delivered a number of sporting activities aimed at attracting wider sections of the community and these have included Indoor Skateboarding, Inclusive Dance for young people with additional needs and New Age Kurling.

Public Benefit

In setting objectives and planning activities the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

Membership fees for the community are on a par with local leisure facilities and non-members are able to attend many of the activities for a small charge which is comparable with local leisure facilities. The Centre also offers a number of concession prices for those aged 65+, Students, Juniors, Blue Light Card holders and Registered Carers. The Centre also works with the District Council to offer the Leisure Access Card, providing 25% discounts to those in receipt of benefits.

CCL continues to deliver a number of activities designed to offer maximum public benefit. The Centre also strives to be involved in local events and activities. Highlights from 2022/23 include:

- Jubilee – CCL attended the Storrington Village Jubilee Celebrations and delivered the community activities at the West Chiltington Picnic in the Park
- Dementia Café – in conjunction with the Neighbourhood Wardens and Home Instead the Centre has hosted a monthly Dementia including reminiscence boxes, singing and signposting. This café has grown into a Cuppa & a Chat attracting an increasing number of participants each month
- Free First Aid – CCL has delivered a number of Defibrillator Training and Save a Baby's Life courses from the Centre, Thakeham Village Hall & Steyning Football Club. CCL has now trained over 250 people in how to use a Defibrillator, free of charge
- Ukrainian Memberships – CCL provided free all inclusive memberships for anyone displaced by the conflict
- Work Experience – the Centre has attracted an influx of young people interested in a career in leisure and regularly provides work experience opportunities
- Wellbeing MOT – CCL continues to host Wellbeing MOT's in partnership with the Horsham District Council Wellbeing Team
- WOW – The Wellbeing Team have also delivered very successful Weight off Workshops from Chanctonbury comprising nutritional guidance and exercise.
- Multi Agency Services day with HDC Community Services Lead – the Centre hosted two successful days in conjunction with Horsham District Council

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- Neighbourhood Wardens – the Centre worked with the Neighbourhood Wardens on a number of projects throughout the year including a 20 week boxing initiative, the music led Audio Active Initiative and the Community Summer Fun Day
- Chanctonbury hosted the full Horsham District Council Meeting in October 22
- The Citizens Advice Bureau now run bi-weekly drop in and bookable sessions from the Centre where office space is provided free of charge to ensure that the local community do not have to travel to Horsham for advice.
- The Centre was awarded a Community Champion Award from the local MP in recognition of going above and beyond for the community.
- In conjunction with AgeUK the Centre delivered a Bereavement Café
- The Centre partnered with the Horsham District Council Sports Development Team to deliver a successful Key Stage 1 taster session, attraction over 100 young people
- The HDC Sports Development Team have also delivered a number of taster sessions both in the Centre and out in the community in various activities and they have been instrumental in assisting with the Pickleball success
- Four members of staff have been trained to deliver a Rest Centre, ensuring that they are on hand and competent should an emergency arise
- CCL delivered a free Indoor Skateboarding taster in partnership with South Coast Skate attracting over 60 participants
- A local community Book Club has now made the café at Chanctonbury their bi weekly meeting spot
- The Macular Society host their monthly meetings and signposting events out of the café at Chanctonbury
- In partnership with Albion in the Community (AIRC) we have delivered a weekly football session for men focussing on Mental Health. The session has grown to become one of the most successful AIRC have delivered in Sussex with over 30 men now taking part.
- In partnership with AgeUK we delivered a Horsham Park Virtual Day Out / Cake & Connect session including an interactive film and arts & crafts
- Chanctonbury Community Leisure partnered with Arundel Lido to provide a mutual benefit for members – members of each site can access membership prices at either site.

Financial Review

Results for the period

Income for the period was £537,474 (2022: £560,673) with net inflows of £86,307 (2022: £158,060). The results for the period exceeded budget with membership numbers demonstrating an increase against target.

Feedback from CCL's users has continued to be positive with particular reference to the staff and their professionalism and high standards of customer service.

The financial sustainability of CCL is considered further on page 10 of this report.

CHANCTONBURY COMMUNITY LEISURE LTD
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Investment policy

CCL maintains sufficient cash in its current account to meet day-to-day requirements. Amounts surplus to this are deposited with Flagstone Investments at acceptable risk and attracting interest at more favourable rates than CCL's current account. At 31 March 2023, £165,469 (2022: £105,400) of CCL's cash was held in Flagstone Investments. There are no plans to invest in any long-term instruments or for higher returns where increased risk is a factor.

Reserves level and Policy

The policy is to hold free reserves of up to three months' running costs (equivalent to six months reduced operations cost) at £100,000. At 31st March 2023, CCL had free reserves of £176,832 (2022: £109,258).

Facility enhancements made during the year

CCL works to a robust Planned Preventative Maintenance (PPM) schedule, ensuring that the building and associated fixtures & fittings are well maintained and serviced. As well as this PPM, CCL has delivered the following building improvements to Chanctonbury Leisure Centre:-

- External fire doors decorated
- Construction of a new Community Notice Board in Reception
- New signage for The Studio
- Studio floor resealed
- Studio high level lights replaced with LED
- Insulation enhanced in Studio
- New Reception PC's
- Reception screen installed
- Café decorated and new graphics installed
- Change Corridor decorated
- Disabled Change decorated
- Sauna & Steam Room ceiling replaced
- New lighting in Male & Female Change
- New graphics in stairwell
- Various equipment additions in Fitness Suite
- One air conditioning unit replaced
- 2 new heating & hot water pumps
- New hot water cylinder

Remuneration Policy

The Board considers and approves remuneration levels for all staff, including key management personnel. A decision will be taken annually with due respect to local market forces and fitness industry norms and the need to ensure that the team is fairly and equitably rewarded and motivated.

Trustees and Professional Advisers

The Trustees and professional advisers during the period were those listed on page 3.

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Future Plans

Significant plans are in place to refurbish the fitness facility in 2023 at a budgeted cost circa £250,000. This project will replace currently aging equipment and enhance the environment within the gym space. This will increase the area of the free weights area, which has been shown to be a growth market in recent years, whilst also providing a more open space for the increasing Exercise on Referral market.

CCL will also look to increase and enhance local partnerships within the community whilst also looking to take services out into the surrounding villages in a project to assist the local rural community overcome a major hurdle to exercise in travel.

Risk Management

The Board is responsible for the management of the risks faced by the Charitable Company. Detailed considerations of risk are delegated to senior staff. Risks are identified, assessed and controls established throughout the year. A formal review of the risk management processes will be undertaken on an annual basis.

The key controls include:

- Strategic planning, budgeting and management accounting;
- Established organisational and governance structure and lines of reporting;
- Formal written policies;
- Formal agendas for Board activity;
- Authorisation and approval levels.

Principal risks and uncertainties

The principle risks facing CCL relate to Health and safety of members and visitors. Robust procedures, with regular checks and balances, are in place to ensure that these risks are minimised.

Through the risk management processes established by CCL, the Trustees are satisfied that the major risks identified have been adequately mitigated. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

Financial sustainability

CCL's policy is to generate sufficient funds to achieve its charitable objectives, continue to provide a high quality service to its leisure centre members, ensure stable employment conditions for its staff and be a reliable business partner for its suppliers.

This is achieved by deriving income from services provided, and receiving funds in the form of grants and donations from third parties.

CCL's financial condition is monitored by having a thorough and prudent budget process, and the regular monitoring of financial projections against actual performance.

CHANCTONBURY COMMUNITY LEISURE LTD
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Environmental Sustainability

CCL is committed to minimising its impact on the environment, and has a policy of continuous improvement. A proportion of the power consumed is generated by the 50Kw photovoltaic system positioned on the main roof. Electricity usage has been further minimised this year by two separate projects undertaken by CCL to replace the lights in the Studio and on the external 3G pitch to LED fittings. The Leisure Centre monitors daily usage of all utilities and sets and annual target to reduce emissions and usage.

Statement of Trustees' responsibilities

The Trustees (who are also the directors of CCL for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards).

Company law requires the Trustees to prepare financial statements for each period. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charitable Company and of the incoming resources and application of resources, including income and expenditure, of the Charitable Company for that period. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charitable Company will continue in business.

The Trustees are responsible for ensuring that CCL keeps adequate accounting records that are sufficient to show and explain the Charitable Company's transactions, disclose with reasonable accuracy at any time the financial position of the Charitable Company and enable them to ensure that the financial statements comply with the Companies Act 2006 and the provisions of the charity's constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examiners

In view of the scale of the Charitable Company's activities and net assets, an independent examination but not an audit of the Financial Statements is required. This examination has been carried out by Lucy Hammond BSc FCA of Kreston Reeves LLP.

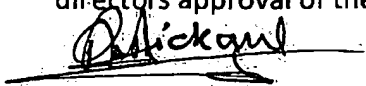
Kreston Reeves have expressed its willingness to continue as independent examiners for the next financial year.

CHANCTONBURY COMMUNITY LEISURE LTD
REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

Statement of disclosure of information to the Independent Examiner

The Trustees at the date of approval of this Trustees' annual report confirm that, so far as each of them is aware, there is no relevant information of which the independent examiner is unaware, and the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

This Trustees' Report, prepared under the Charities Act 2011 and the Companies Act 2006, was approved by the Board of Trustees on 19 July 2023 including in their capacity as company directors approval of the strategic Report contained therein, and is signed on its behalf by

A handwritten signature in black ink, appearing to read 'Philip Pickard', with a horizontal line drawn underneath it.

Philip Pickard
Chairman
19 July 2023

Independent examiner's report to the Trustees of Chanctonbury Community Leisure Limited ('the company')

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31 March 2023.

This report is made solely to the charity's Trustees in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees for my work or for this report.

Responsibilities and basis of report

As the Trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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:  Kreston Reeves LLP

Dated: 4 September 2023

Lucy Hammond BSc FCA

Kreston Reeves LLP,

9 Donnington Park, 85 Birdham Road, Chichester, West Sussex, PO20 7AJ

CHANCTONBURY COMMUNITY LEISURE LTD
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Statement of Financial Activities

Incorporating income and expenditure account

	Note	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
INCOME FROM:					
Donations and legacies	2	2,000	17,297	19,297	204,950
Income from charitable activities	3	479,723	-	479,723	328,681
Investment Income		2,754	-	2,754	741
Other trading activities	4	35,700	-	35,700	26,301
TOTAL INCOME		520,177	17,297	537,474	560,673
EXPENDITURE ON:					
Raising funds		-	-	-	9,276
Charitable activities	5	426,871	5,269	432,140	380,856
Other trading activities		19,027	-	19,027	12,481
NET INFLOW FOR THE PERIOD		74,279	12,028	86,307	158,060
Transfer between Funds		13,598	(13,598)	-	-
Total funds brought forward		156,490	1,570	158,060	-
Total funds carried forward		244,367	-	244,367	158,060

Cash Flow Statement

		2023 £	2022 £
Cash Inflows from operating activities	9	97,764	173,267
Purchase of tangible fixed assets		(29,689)	(48,844)
Interest Received		2,754	741
Change in cash in the period		70,829	125,164
Cash balance beginning of period		125,164	-
Cash balance 31 March 2023		195,993	125,164

The notes on pages 16 to 27 form part of these financial statements

CHANCTONBURY COMMUNITY LEISURE LTD
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Balance Sheet
Registered number 13014679

	Notes	2023 £	2022 £
Fixed Assets			
Tangible assets	10	67,535	47,232
Current Assets			
Stock		3,758	756
Debtors	11	5,143	10,802
Cash at bank		195,993	125,164
		<u>204,894</u>	<u>136,722</u>
Creditors: amounts due within one year	12	28,062	25,894
Net current assets		<u>176,832</u>	<u>110,828</u>
Total net assets		<u>244,367</u>	<u>158,060</u>
Total unrestricted funds	14	176,832	109,258
Total designated funds	14	67,535	47,232
Total restricted funds	14	-	1,570
Total funds		<u>244,367</u>	<u>158,060</u>

The Company was entitled to exemption from audit under section 477 of the companies Act 2006.

The members have not required the company to obtain an audit of its accounts for the period in question in accordance with section 476 of the Companies Act 2006.

The trustees acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The notes on pages 16 to 27 form part of these financial statements

Approved by the Board of Trustees on 19 July 2023 and signed on its behalf by:



Philip Pickard
Chairman
19 July 2023

CHANCTONBURY COMMUNITY LEISURE LTD
REPORT AND FINANCIAL STATEMENTS
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Notes to the financial statements

1. Accounting Policies

Accounting convention

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Companies Act 2006 and the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) - effective 1 January 2019.

These financial statements have been drawn up on the historic cost accounting basis.

CCL is a Charitable Company limited by guarantee (Company number 13014679) and registered in England. It is a Public Benefit Entity registered with the Charity Commission in England and Wales under Charity number 1193395. CCL operates from its registered office at Chanctonbury Leisure Centre, Spierbridge Road, Storrington, Pulborough RH20 4PG.

The financial statements are presented in Sterling (£) and rounded to the nearest £1.

Going concern

The Board has reviewed the going concern position carefully with a view to ensure that CCL can continue to provide vital sporting facilities to the local community. The Board believes that CCL can continue as a going concern for the foreseeable future, being at least 12 months from the date of approval of the financial statements and have therefore prepared the financial statements on a going concern basis.

Critical accounting judgements and key sources of estimation uncertainty

In the application of the Charitable Company's accounting policies, Trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects the current and future periods.

CHANCTONBURY COMMUNITY LEISURE LTD
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Notes to the financial statements continued

In the view of the Trustees, no assumptions concerning the future or estimation uncertainty affecting assets and liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

The following paragraphs describe the specific policies adopted for recognition of significant categories of incoming resource and expenditure.

Leisure Centre income

Leisure Centre income relates to continuing activities and comprises membership subscriptions, guest fees and hire of facilities in the period, exclusive of Value Added Tax and is accounted for when receivable.

Legacies, donations and grants

Income from legacies, donations and grants is accounted for as and when entitlement arises, the amount can be reasonably quantified and the economic benefit to the charity is considered probable.

Investment income

Investment income currently comprises bank interest and is accounted for on an accruals basis.

Deferred income

Fee income invoiced in advance of courses or hire are deferred to the period in which the courses or hire is delivered.

Fixed assets

A number of fixed assets are in the ownership of Storrington Parish Council, the cost of use being charged on an annual basis at a peppercorn rent of £5 per annum to the Charity Company.

Expenditure on individual items costing more than £1,000 has been capitalised.

Fixed assets are depreciated in equal annual instalments over their economic lives as follows:

Plant and equipment	Leasehold	20% or 33.33% on cost
improvement		10% on costs

Stock

Stock is stated at the lower of cost or net realisable value.

CHANCTONBURY COMMUNITY LEISURE LTD
REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

Notes to the financial statements continued

Lease commitments

Rentals paid under operating leases are charged to income on a straight line basis over the lease term.

Expenditure

Expenditure is accrued as soon as a liability is considered probable, discounted to present value for longer-term liabilities. Expenditure is apportioned to cost categories based on the estimated amount attributable to that activity in the period.

Governance costs comprise the costs running the Charitable Company, including strategic planning for future development, external independent review, any legal advice for the Board, and all the costs of complying with constitutional and statutory requirements, such as the cost of Committee meetings, preparing statutory accounts, and satisfying public accountability.

Taxation

The activities of CCL are exempt from Income and Corporation Tax but are registered for Value Added Tax (VAT). The majority of these activities are classified as exempt or non-business activities for VAT purposes and consequently it is not possible to reclaim the majority of the VAT incurred on purchases. Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Pension schemes

CCL participates in the Government NEST pension scheme for staff and the pension charge represents the amounts payable by the Charitable Company to the fund in respect of the period. There is also an Aviva Pension scheme in position for senior management.

Financial instruments

Basic financial instruments are initially recognised at transaction value and subsequently measures at amortised cost. Financial assets held at amortised cost comprise cash at bank and in hand, together with short term deposits, trade and other debtors. A specific provision is made for debts for which recoverability is in doubt. Cash at bank and in hand is defined as all cash held in instant access bank accounts and short term deposits used as working capital. Financial liabilities held at amortised cost comprise all creditors except social security and other taxes and provisions.

CHANCTONBURY COMMUNITY LEISURE LTD
REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

Notes to the financial statements continued

Funds

Unrestricted funds are funds available to for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for any other purpose.

Designated funds comprise Unrestricted funds that have been set aside by the charity for particular purposes. There is no legal restriction on the way in which the funds may be applied.

Restricted funds are accounted for in accordance with the particular terms of the trust arising from the expressed or implied wishes of donors insofar as these are intended to be binding.

2 DONATIONS AND LEGACIES

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Legacy	-	-	-	371
Donations from individuals	500	-	500	1,250
Donations from other organisations	1,500	17,297	18,797	102,735
Covid Restart Grant	-	-	-	4,500
Kickstart Grants	-	-	-	20,534
Grants	-	-	-	75,560
	2,000	17,297	19,297	204,950

In 2022 income from donations and legacies included restricted income of £3,489 donations from other organisations and £7,560 grants.

3 INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Admission and membership fees	405,889	-	405,889	264,819
Use of facilities	73,834	-	73,834	63,862
	479,723	-	479,723	328,681

In 2022 there was £nil restricted income from charitable activities.

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4 INCOME FROM TRADING ACTIVITIES

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Café	34,811	-	34,811	25,481
Sale of merchandise	889	-	889	820
	35,700	-	35,700	26,301

In 2022 there was £nil restricted income from trading activities.

5 EXPENDITURE ON CHARITABLE ACTIVITIES

	Note	Staff Costs 2023 £	Other Costs 2023 £	Depreciation 2023 £	Total Funds 2023 £	Total Funds 2022 £
Providing sporting facilities		264,171		-	264,171	228,354
Premises costs		4,952	70,414	-	75,366	54,472
Equipment costs		-	14,583	8,671	23,254	19,825
Publicity costs		-	19,846	-	19,846	16,544
Other supporting costs	6	6,914	25,309	-	32,223	41,058
Finance costs		-	13,580	-	13,580	13,352
Governance costs	7	-	3,700	-	3,700	7,251
Total charitable activities		276,037	147,432	8,671	432,140	380,856

During 2023 expenditure on charitable activities included expenditure from restricted funds of £4,270 providing sporting facilities, £250 publicity costs and £749 premises costs. In 2022 expenditure from charitable activities included £nil expenditure from restricted funds.

6 SUPPORT COSTS

	Total Funds 2023 £	Total Funds 2022 £
Support fees	6,914	5,432
Office administration	2,080	13,047
Software support costs	2,449	2,436
Bank charges	1,689	104
Membership collection fees	3,992	2,322
Insurance	5,900	8,077
Licences and subscriptions	9,199	9,640
	32,223	41,058

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7 GOVERNANCE COSTS

	Total Funds 2023 £	Total Funds 2022 £
Independent Examination of financial statements	1,500	1,000
Fees paid to independent examiner for other accountancy services	1,200	-
Legal costs	1,000	6,251
	3,700	7,251

8 STAFF COSTS

	Total Funds 2023 £	Total Funds 2022 £
Wages and salaries	219,870	191,021
National Insurance costs	11,258	10,146
Pensions	13,440	6,460
Contract staff	31,469	26,912
	276,037	234,539

The average number of persons employed during the period (not adjusted for FTE) was:

	2023	2022
Fitness instructors	4	3
Recreational assistants	4	4
Creche	3	3
Cleaner	1	1
Management and administration	4	3
	16	14

During the year one employee had total employee benefits between £60,000 - £70,000 (period ended 31 March 2022: no employee earned over £60,000 (full year equivalent)).

The charity considers its key management personnel during the year to be the Operations Director, Centre Manager and Duty Managers. The total benefits received by key management personnel during the year was £151,739 (15 month period ended 31 March 2022: £71,229).

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9 RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	Total Funds 2023 £	Total Funds 2022 £
Net inflows for the period (as per the Statement of Financial Activities)	86,307	158,060
Adjustments for:		
Depreciation charges	8,671	1,612
Loss on disposal of fixed assets	715	-
Interest received	(2,754)	(741)
Increase in stocks	(3,002)	(756)
Increase in debtors	5,659	(10,802)
Increase in creditors	2,168	25,894
Net cash provided by operations	97,764	173,267

ANALYSIS OF CHANGES IN NET DEBT

	At 1 April 2022 £	Cash flows £	At 31 March 2023 £
Cash at bank	125,164	70,829	195,993

10 TANGIBLE FIXED ASSETS

	Leasehold Improvements 2023 £	Plant & Equipment 2023 £	Total Funds 2023 £
Cost or Valuation			
Balance at 1 April 2022	33,606	15,238	48,844
Additions	20,957	8,732	29,689
Disposals	-	(1,287)	(1,287)
Balance at 31st March 2023	54,563	22,683	77,246
Depreciation			
Balance at 1 April 2022	(1,120)	(492)	(1,612)
Charge for the year	(4,289)	(4,382)	(8,671)
Disposals	-	572	572
Balance at 31st March 2023	(5,409)	(4,302)	(9,711)
Net Book Value at 31st March 2022	32,486	14,746	47,232
Net Book Value at 31st March 2023	49,154	18,381	67,535

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11 DEBTORS: amounts falling due within one year

	Total Funds 2023 £	Total Funds 2022 £
Trade debtors	2,333	1,765
Prepayment	1,617	7,608
Accrued income	1,193	864
VAT repayable	-	565
	<u>5,143</u>	<u>10,802</u>

12 CREDITORS: amounts falling due within one year

	Total Funds 2023 £	Total Funds 2022 £
Deferred income	4,156	5,058
Tax and national insurance	5,397	2,393
Accruals	17,972	17,248
Other creditors	537	1,195
	<u>28,062</u>	<u>25,894</u>

Deferred income is in relation to rents and hire fees received in advance.

13 ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Designated Funds 2023 £	General Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £
Cash at bank	-	195,993	-	195,993
Other net assets	67,535	(19,161)	-	48,374
Net assets	<u>67,535</u>	<u>176,832</u>	<u>-</u>	<u>244,367</u>

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Designated Funds 2022 £	General Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £
Cash at bank	-	123,594	1,570	125,164
Other net assets	47,232	(14,336)	-	32,896
Net assets	<u>47,232</u>	<u>109,258</u>	<u>1,570</u>	<u>158,060</u>

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14 MOVEMENT OF FUNDS - CURRENT YEAR

	01-Apr 2022 £	Incoming £	Outgoing £	Transfers £	31-Mar 2023 £
Unrestricted funds:					
Designated funds	47,232	-	-	20,303	67,535
General funds	109,258	520,177	(445,898)	(6,705)	176,832
	156,490	520,177	(445,898)	13,598	244,367
Restricted funds:					
Power Garage - Dementia Café	720	-	(720)	-	-
Rotary Club - Community Football	850	-	(850)	-	-
Storrington and Sullington					
Parish Council - LED lighting	-	5,565	-	(5,565)	-
Horsham District Council - LED lighting	-	5,000	-	(5,000)	-
Kent County Council - LED lighting	-	3,033	-	(3,033)	-
Active Sussex - Stronger for Life	-	2,000	(2,000)	-	-
Nisa (Power Garage/ MADL)	-	500	(500)	-	-
Storrington and Pulborough					
Rotary Club - Community Notice Board	-	250	(250)	-	-
Storrington and Pulborough					
Rotary Club - Half Term Grub Club	-	749	(749)	-	-
SPORTED	-	200	(200)	-	-
	1,570	17,297	(5,269)	(13,598)	-
Total funds	158,060	537,474	(451,167)	-	244,367

MOVEMENT OF FUNDS - PRIOR YEAR

	12-Nov 2020 £	Incoming £	Outgoing £	Transfers £	31-Mar 2022 £
Unrestricted funds:					
Designated funds	-	48,844	(1,612)	-	47,232
General funds	-	500,780	(393,441)	1,919	109,258
	-	549,624	(395,053)	1,919	156,490
Restricted funds:					
Power Garage - Dementia Café	-	720	-	-	720
Waitrose - Childrens Grub Club	-	919	-	(919)	-
Rotary Club - Short Breaks	-	1,000	-	(1,000)	-
Rotary Club - Community Football	-	850	-	-	850
Access Reach - Prime Timers	-	7,560	(7,560)	-	-
	-	11,049	(7,560)	(1,919)	1,570
Total funds	-	560,673	(402,613)	-	158,060

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DESIGNATED FUNDS

These funds are created for specific purposes. There is no legal restriction on the way the in which the funds may be applied.

The **Fixed Asset Capital fund** represents the net book value of the fixed assets used for operational purposes.

RESTRICTED FUNDS

Power Garage – Dementia Café

This funding was granted to deliver a Memory Café for those living with dementia or similar.

Rotary Club – Community Football

As part of the initiative to deliver diversionary activities for local young people this fund was for a coached evening football session delivered free of charge to the participants.

Storrington & Sullington Parish Council (SSPC)

SSPC donated part payment towards the capital investment regarding the installation of LED lighting on the external 3G pitch. This lighting was a refurbishment of existing floodlights and provided the facility with an improved lighting system with less spillage outside of the court, significant savings in electricity usage and associated reduction in utility bills.

Kent County Council (KCC)

KCC provided a grant as part of their LoCase funding stream towards installation of LED lighting on the external 3G. This project was joint funded with SSPC.

Horsham District Council (HDC)

HDC provided funding to Chanctonbury as part of their Climate Funding stream. This funding was for capital investment into replacement lights in the Studio. The previous lighting system was expensive fluorescent tubes which were replaced with LED lighting, thus saving energy and lowering utility bills.

Active Sussex

Active Sussex provided funding towards Chanctonbury's Stronger For Life Project. This initiative was aimed at encouraging more mature members of our community to attend the Centre for a morning's activities including Pickleball, Table Tennis, Badminton, Short Tennis and Tai Chi.

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Nisa (Power Garage / MADL)

The local Nisa / Power Garage runs a charitable arm – MADL. This group have been extremely supportive in our community programmes and have provided funding towards our Dementia Café / Cuppa & a Chat initiatives which welcome members of the local community who are living with dementia, and their carers. The Centre provides the facility for free, along with refreshments, professional cares on site and access to activities including Memory Boxes, Short May Bowls and Badminton.

Storrington & Pulborough Rotary Club

The Rotary Club provided two streams of funding through the year. The Club donated £250 towards the installation of a Community Notice Board in Reception at the Centre. In return the Rotary's logo was permanently installed. The second part of their funding was a direct fund towards our school holiday Grub Club. This funding stream paid for 30 free childcare places with a meal for those children accessing free school meals.

SPORTED

SPORTED provided direct funding to assist us in our promotion of Women and Girls' sport. The Centre provided free 3G usage to a newly formed group and there is now a self sufficient women and girls football team running out of the Centre on a weekly basis.

15. LEASE COMMITMENTS

On the 20 November 2020 the Charitable Company entered into a 20 year lease for the land and premises at the Leisure Centre with Storrington and Sullington Parish Council (SSPC) for a peppercorn rent of £5 per annum. There is a break clause date of 31 December 2023. Either party can terminate the lease providing at least six months' notice before this break date. There is no break date after 31 December 2023.

At the 31 March 2023, the Leisure Centre had other annual commitments under non-cancelable operating leases as follows:

Office equipment	2023	2022
Within One Year	316	316
Between One and Five Years	593	909
	909	1,225

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16. PENSION COMMITMENTS

The Charitable Company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £13,440 (2022: £6,460). Contributions totalling £537 (2022: £1,195) were payable to the fund at the balance sheet date and are included in creditors.

17. RELATED PARTY TRANSACTIONS

In the prior period SSPC invoiced the Leisure Centre £13,072 (net of recoverable VAT) for electricity and water for the period 12 November 2020 to January 2022 when the supply was then transferred into the name of CCL.

CCL has the use of exercise equipment owned by SSPC for which there is no charge. This equipment was purchased by SSPC out of an administration for £30,000. Ownership of these assets remain with SSPC and the benefit and associated cost of these assets have not been recorded in the accounts as the value cannot be measured reliably and the associated costs of valuation would outweigh the benefit to users of these accounts. CCL may replace any of this equipment when obsolete but any new equipment purchased transfers to SSPC on termination of the lease. Consideration is given to the length of the lease of the premises (see note 15) when assessing the useful life of new equipment. Although there is a break clause in the lease of December 2023 there is no intention by the trustees to initiate this clause.

SSPC gifted £5,565 (2022: £94,247) by way of donations to CCL during the period. Three trustees are members of SSPC.

No trustees (with the exception of Andrew Dunstan as Operations Director) received remuneration for their services or reimbursement of expenses during the period. The Charity Commission granted authority on 3 February 2021, as required by clause 7.1 of the company's Articles of Association dated 12 November 2020 for Andrew Dunstan to receive and retain reasonable remuneration paid to him in respect of his employment by the charity as Operations Director notwithstanding that he is a trustee of the charity. Andrew Dunstan resigned as a trustee on 21 June 2022. During the period he was a trustee during the year his total remuneration was £13,898 (2022: 71,229).

All trustees are members of the Leisure Centre on terms consistent with other members.

18. COMPANY STATUS

The company is limited by guarantee and thus has no share capital. Each of the members has undertaken to contribute £1 in the event of winding up.