

Garston Ladies Football Club (1196876)

Trustees' Annual Report (1 Sept 23 - 31 Aug 24)

Aims and Purposes

Garston Ladies Football Club (GLFC) was established to provide a supportive environment for girls and ladies in Hertfordshire take part in football. We take responsibility for the safeguarding of all players while they take part in football, ensuring they have the right support and facilities to enjoy the sport and develop their skills and confidence.

Objectives and Activities

GLFC is committed to encouraging and enabling young people to enjoy the sport of football in a safe and enjoyable environment within Hertfordshire. GLFC uses the Metropolitan club, based in Bushey, as its home ground. Summer training also takes place at the Metropolitan Club, but during winter when artificial pitches are required, training is undertaken at a range of suitable grounds (i.e. Westfield School, The Meriden Community Centre and Power League)

The club currently manages 22 under 18 teams, plus our cubs group and 2 adult teams.

Playing in the Hertfordshire Girls Football Partnership League (HGFPL) allows those girls that wish to compete, the opportunity to play league and cup football and also take part in tournaments outside of the main season. For those girls that simply want to train and not play or are not available for most matches, we offer training only options, which means we do not have to limit the opportunities available and can offer access to football to a wide range of people.

When planning GLFC activities the trustees pay due regards to the Charity Commissions guidance on public benefit and ensure the committee is fully aware of our Charitable objective:

For the advancement of the amateur sport of ladies' football in Hertfordshire for the public benefit by the assistance in the provision of facilities for participation in the sport of ladies football.

GLFC is not a grant making charity, all income gained from player membership and other income is used to cover the costs of running the football club.

GLFC is extremely proud of the volunteers that support our club and very grateful for the help that we receive. Our volunteers include committee members, coaches, and team administrators and parents routinely get involved by helping 'run the line' in competitive matches and taking on the role of match delegate on match days. Nobody at Garston is recompensated beyond reasonable out-of-pocket expenses related to the charity's activities.

Achievements and Performance

We have successfully managed 22 teams (with 293 players) in the last year. At a time when there is increasing pressure on the availability of suitable premises, Garston is pleased that our reputation and dedication of the team has resulted in us securing safe and appropriate locations for the players to train and play football.

Each team trains once a week from August through to June. Additionally, games are played each Saturday during the season (September to May).

Over the season, teams have played in friendly leagues (up to Under 11), competed in the HGFPL (Under 12 – Under 18) and taken part in various cup competitions. One of our U13 teams won the first division and our under 18's won the 2nd division. Garston was also represented at HGFPL finals day by two teams, our u12's and U18's. Our adult team also had another fantastic season.

As trustees and committee members, we are firmly of the belief that playing football provides all players (training only and match players) with the opportunity to build their social skills, improve their fitness, develop their football skills, learn more about teamwork and take on responsibility. New players are always welcome at GLFC, the only time we limit participation is if the number of players per coach becomes unsafe, at which point we would look to recruit another coach, where possible.

As well as player development, we take coach and volunteer development seriously. GLFC has actively worked to bring all coaches up to date with their first aid and safeguarding training. We also ensure all coaches and assistants in date DBS certificates and are working towards having at least one qualified coach in each team, although a second coach wanting the development would also be supported. Other volunteers are encouraged to take part in the relevant training that will help in their role with the club and we run four CPD sessions through the year to keep coaches up to date.

To celebrate the players success, we host an annual presentation day where players and families are invited to celebrate the achievements of the past season. Every player is recognised for their contribution to the club and their team, with a trophy in addition to recognition for more significant contributions to the team.

In May 2024, GLFC once again hosted the county Finals Day at our home ground on behalf of the Hertfordshire girls partnership football league. Securing this event repeatedly is testament to the quality of our facilities and the community support that has been fostered by Garston Ladies Football Club, with over 20 volunteers supporting the event. This year, 42 teams taking part over the day, and over 2000 spectators attending. During finals day, the league winners and runners up are also acknowledged with medal presentations.

Financial Review

The charity maintains a stable position and monitors finances throughout the year so that we can ensure there are sufficient funds to enable us to deliver quality training and support to all players in a safe manner. At the year ending Aug 24, we have -£2673 in available funds to be carried forward to the next year.

GLFC were in receipt of £80,244, of which the vast majority (£70,501) was from player subscriptions. The remaining income was from parking at the final's day a small amount of fundraising and sponsorship for team kits.

Our expenditure included £46,993 on pitch fees and DBS checks for the appropriate coaches and volunteers. Another £35,697 was spent on administrative costs including fees for accountancy, league affiliation, training courses, competition entry and match-day costs (such as pitches and referees) as well as insurance, football kits and repairs.

GLFC works out the annual cost of playing football for all of the teams and then splits this annual fee over 9 months to make payments easier for the people paying the subs. We are

keen to keep football available to all, regardless of their economic status and are open to making alternative arrangements with people who may be struggling to pay the full fee. This year we were able to support all of the requests for help with fees (less than 10 in total).

Experience has shown that it is better to collect in 9 payments, v/s 12 as it has been known for people to stop payments during the months matches have stopped and this can have a detrimental effect on our budget. However, the expenditure of GLFC is not consistent across the year. Our winter training grounds cost more than the summer grounds and we are paying more pitch and referee fees through the playing season. As a result, this means that money in the account tends to be higher at the end of summer (at the point of our year-end) to see us through the winter period.

At the point of registration GLFC did not anticipate any significant funding been received that would alter the finances. As such GLFC currently does not have a formal reserves policy. GLFC have always tried to keep the costs of playing with GLFC as economical as possible. It has never been the intention of making money from the players and we have worked hard to balance income and expenditure. However, we are aware that improvements can be made to ensure the longevity of the club and to be able to continuing offering the services we do. The first part of this was to become a charity and we are now reviewing alternative income sources so we can build an adequate reserve to ensure that the charity is able to operate successfully and provide the public benefit described above and hopefully to more people. We have no question about the charity being able to continue at this stage, but would like to ensure that it is not only stable, but in a position to grow as more players want to participate in the sport.

Volunteers

Volunteers have already been mentioned in this report but the trustees would like to reiterate their thanks for all their support. They are the reason that GLFC continues to attract new players and maintain the teams that we currently have. The principal roles undertaken by volunteers is to coach the team, with the majority of teams having at least two coaching staff. We have the parents that take on the important role of match day delegate, ensure that the players have a supportive environment to play in. Our volunteers also support matches by taking on the role of assistant referee, once the teams reach competitive games (Under 12 and above).

Our committee is very active, with each individual having specific roles to ensure the smooth running of the club. The committee also provide essential support to the charity trustees.

Structure, Governance and Management

The Charities governing document is our Constitution, developed from the Charities Commission template for a foundation model. GLFC is constituted as a Charitable Incorporated Organisation.

Initial trustees were approached as people that have been involved in the club and have shown an interest in the club becoming a charity and wish to support this direction of travel.

There is a minimum of three trustees at any one time and a maximum of 12. To ensure that there is continuity and fresh ideas with the trustees, we will be looking to recruit a further trustee to the board. Being a trustee is open to those linked with the club, with the key requirement been that they want to support and advance the charity for the benefit of the wider community.

Trustees are all on the board as individuals.

The trustees of GLFC designate the day to day running of the charity to the GLFC committee. This group meets regularly throughout the year to discuss any issues arising and plan for the future to ensure we are delivering accessible and enjoyable football for players in Hertfordshire. At least one trustee is in attendance at the committee meetings and will report anything of concern to the remaining trustees. Additionally, the charity chair and committee chairs are in regular contact. An accountant is also retained to manage payments for the club and to build our annual accounts. These have been further reviewed by an independent examiner.

Reference and Administrative details

Our Charity Name is Garston Ladies Football club, although we are also known as GLFC. The charity Number is 1196876. The principal address is 7 Leggatts Close, Watford WD24 5NG

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	Theresa Howe	Chair		N/A
2	Emma Cole	Trustee		N/A
3	Richard Bennett	Trustee		N/A

There are no corporate Trustees and no trustees holding titles to charity owned property. GLFC does not act as custodian trustees on behalf of others

Exemptions from disclosure

Reason for non-disclosure of key personnel details – none

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)



Full name(s) Theresa Caroline Howe

Position (e.g. Secretary, Chair, etc) Chair of Trustees

Date: 27/06/25

Unaudited accounts for Garston Ladies Football Club (Charity No 1196876)

Profit and Loss

For the period 1 Sept 2023 to 31 August 2024

Account	Sept 2023-Aug 2024
Turnover	
Bank Interest Received	202.10
Club Shop Sales (PayPal)	1,555.07
Finals Day Income	1,000.00
Fundraising	1,107.77
LOTTERY FUNDING IN	698.50
Player Subs In	70,500.67
Sponsorships In	5,180.00
Total Turnover	80,244.11
Cost of Sales	
DBS Checks	280.00
Pitch Fees - Meriden Community Centre	5,322.90
Pitch Fees - Met Police Club	18,349.60
Pitch Fees - Misc	410.00
Pitch Fees - Power league	4,810.00
Pitch Fees - Westfield Community College	17,820.00
Total Cost of Sales	46,992.50
Gross Profit	33,251.61
Administrative Costs	
Accountancy Fees	663.00
Affiliation & Cup Fees	284.00
Club Affiliations	120.00
Cup Entry Fees	50.00
Donations	259.00
Entertainments / Presentation costs	9,029.34
FA Fines & Penalties	745.00
Insurance (7105)	700.00
Internet Charges	478.30
Other Kit	955.16
Postage and Carriage	5.99
Printing	34.99
Referee Costs	5,362.50
Repairs and Renewals	1,120.22
Sports Kit / Teamwear	12,857.19
Subscriptions	2,392.40
Training Costs – Courses	640
Total Administrative Costs	35,697.09
Operating Profit	(2,445.48)
Profit on Ordinary Activities Before Taxation	(2,445.48)
Profit after Taxation	(2,445.48)

Garston Ladies Football Club
Statement of Financial Activities

For the period from 1st September 2023 to 31st August 2024

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<i>Income and endowments from:</i>					
Donations and legacies	80042	—	—	80042	79,403
Income from charitable activities		—	—	0	0
Investments	202	—	—	202	0
Other income	0	—	—	0	0
Total income	80244	—	—	80244	79,403
<i>Expenditure on:</i>					
Raising funds	0	—	—	0	0
Other expenditure	82917	—	—		70,023
Total expenditure	82917	—	—	82917	70,023
Net income / (expenditure) resources before transfer	-2673	—	—	-2673	9,380
<i>Transfers</i>					
Gross transfers between funds - in	—	—	—	—	—
Gross transfers between funds - out (Donations made)	—	—	—	—	—
<i>Other recognised gains / losses</i>					
Gains / losses on investment assets	—	—	—	—	—
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—
Net movement in funds	—	—	—	—	—
<i>Reconciliation of funds</i>					
Total funds brought forward	18,393	—	—	18,393	9,013
Total funds carried forward	15,720	—	—	15,720	18,393

Report on the Financial Statements for Garston Ladies Football Club (Charity), period ended 31st August 2024

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

1. examine the accounts under section 145 of the Charities Act,
2. to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and
3. to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the 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 my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements: to keep accounting records in accordance with section 130 of the Charities Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Darrell Foley

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