

# Trustees' Annual Report

## **Royal Berkshire Squash Rackets Association**

Charity Number: 1202022

Financial Year: 1 June 2024 – 31 May 2025

## **1. Structure, Governance and Management**

The Royal Berkshire Squash Rackets Association is a registered charity governed by its constitution. The trustees are responsible for the overall management and control of the charity and meet periodically to review activities, finances, and strategy.

The charity maintains a number of governance policies, including safeguarding, complaints handling, risk management, trustee expenses, and conflicts of interest policies. During the year, safeguarding procedures remained a priority, with appropriate DBS checks obtained for all relevant roles.

Some policies (including financial controls and reserves policy) remain under development and will be reviewed in the forthcoming period.

## **2. Objectives and Activities**

The charity exists to promote and support squash and racket sports within the Royal Berkshire area, including encouraging participation, supporting players, and enabling access to facilities and competitions.

The charity delivers its objectives primarily through organising activities, supporting individuals and organisations involved in the sport, and making grants where appropriate.

Grant-making is not the charity's primary activity but forms part of how it delivers its objectives.

## **3. Activities and Achievements**

During the financial year, the charity continued to support squash activity within the region. This included:

- Supporting individuals participating in squash activities

- Providing funding to organisations involved in delivery of the sport

- Maintaining engagement with local squash communities

The charity worked with a small number of volunteers (approximately 5) who contributed to delivering its activities.

The trustees note that demand for services remains positive and the charity continues to have the capacity to deliver its activities.

## **4. Financial Review**

The charity reported:

**Total income:** £9,714

**Total expenditure:** £30,032

Income was generated from:

Donations and legacies: £5,374

Charitable activities: £4,340

Expenditure included:

Grants to individuals: £4,530

Grants to organisations: £15,274

The charity recorded expenditure exceeding income during the year. Trustees are aware of this and will continue to monitor financial sustainability closely.

No income was received from government contracts or grants, and no income or expenditure occurred outside the UK.

## **5. Reserves Policy**

The charity does not currently have a formal reserves policy in place. Trustees recognise the importance of this and intend to formalise a reserves approach in the next financial period.

## **6. Risk Management**

The trustees have implemented an internal risk management approach and regularly review key risks facing the charity.

Key areas of focus include:

Financial sustainability

Safeguarding

Operational delivery capacity

## **7. Safeguarding**

The charity provides services to children and/or adults at risk and takes safeguarding seriously.

During the year:

Appropriate safeguarding policies were in place

Standard, enhanced, and barred list DBS checks were obtained where required

## **8. Staffing**

The charity had:

- No employees

- One self-employed individual supporting activities

The charity is primarily volunteer-led.

## **9. Plans for the Future**

The trustees aim to:

- Continue promoting squash participation within the region

- Strengthen financial sustainability

- Formalise governance policies (including reserves and financial controls)

- Maintain and improve safeguarding and operational standards

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# Charity Commission Annual Return 2025

ROYAL BERKSHIRE SQUASH RACKETS ASSOCIATION

Charity registration number: 1202022

**Most of the information you give in this form will become publicly available on the Register of Charities. Any field that the Charity Commission will not display will be clearly marked.**

**This document is a record of the information provided in the Annual Return 2025.**

## PART A - Charity information

### Financial period

**Financial period start date**

01/06/2024

**Financial period end date**

31/05/2025

### Income and spending

**Income £**

£ 9,714

**Spending £**

£ 30,032

### Number of contracts from government

**How many contracts (other than grant agreements) did your charity receive from central government or a local authority during the financial period for this return?**

0

### Number of grants from government

**How many grants did your charity receive from central government or a local authority during the financial period for this return?**

0

## Income breakdown

**Donations and legacies (excluding Endowments Received)****Charitable activities****Other trading activities****Investments****Other**

## Grantmaking

**Is grant making the main way your charity carries out its purposes?**

## Recipients of grants

Please round all figures to the nearest pound (do not enter decimal points or commas).

**Individuals****Other charities****Other organisations that are not charities**

## Grant recipients related parties

**Are any of the grant recipients related parties to the charity?**

## Trustee payments

Excluding out of pocket expenses, for what were any of the trustees paid during the financial period for this return?

☒ c. Paid for providing goods and/or services to the charity or any of its trading subsidiaries or connected organisations

**Did any of the trustees resign and take up employment with your charity in the financial period of this return?**

## Income from outside the UK

**Did your charity receive income from outside of the United Kingdom in the financial period of this return?**

No

### Delivering activities outside the United Kingdom

**Did your charity deliver charitable activities outside of the United Kingdom in the financial period of this return?**

No

### Spending outside of the United Kingdom

**Did your charity spend funds outside of the United Kingdom in the financial period of this return?**

No

**Total Spending outside of the United Kingdom**

£

### Trading subsidiaries

**Does the charity have any trading subsidiaries?**

No

### Employment contract types

**People were permanently employed by your charity**

0

**People were on fixed-terms contracts with your charity**

0

**Self-employed people were working for your charity**

1

### Total overseas employees

**How many of the people above work on behalf of your charity outside of the United Kingdom?**

0

### Total employee payroll

**What was the total amount spent on employee payroll during the financial period relating to this return?**

£ 0

### Employees' salaries

**Did any of your charity's employees receive total employment benefits of £60,000 or more in the financial period of this annual return?**

No

## Governance policies

### Internal charity financial controls policy and procedures

### Safeguarding policy and procedures

### Financial reserves policy and procedures

### Complaints policy and procedures

### Serious incident reporting policy and procedures

### Internal risk management policy and procedures

### Trustee expenses policy and procedures

### Trustee conflicts of interest policy and procedures

### Investing charity funds policy and procedures

### Campaigns and political activity policy and procedures

### Bullying and harassment policy and procedures

### Social media policy and procedures

### Engaging external speakers at charity events policy and procedures

## Safeguarding

### Has your charity provided services to children and/or adults at risk in the financial period of the return?

#### a. Standard DBS checks have been obtained for all eligible roles

#### b. Enhanced DBS checks have been obtained for all eligible roles

#### c. Enhanced with Barred List(s) DBS checks have been obtained for all eligible roles

## External risk and impact

**Donations****Other income - grants****Other income - contracts****Other income - investment****Expenditure on charitable activities****Expenditure on overheads****Number of volunteers****Number of employees****Number of trustees****Fundraising activities****Capacity to deliver services****Total service demand**

## Volunteers

Excluding trustees, provide an estimate of the number of volunteers who carried out charitable activities on behalf of your charity in the United Kingdom during the financial period of this return?

## Privacy statement

Any information you give us will be held securely and processed only in accordance with the rule on data protection. We will not disclose your personal details to anyone unconnected to the Charity Commission unless:

- you have consented to their release; or
- we are legally obliged to disclose them; or



- we regard disclosure as either (a) necessary so that we can properly carry out our statutory functions or (b) necessary in the public interest.

We may share and disclose information about you with relevant public authorities, regulatory bodies and agencies, outside the Charity Commission but only if:

- we can lawfully do so; and
- we decide that disclosure is necessary for national security, crime detection, prevention, and law enforcement, or other issues in the public interest

Information we collect about you

We will use this information:

To enable us to carry out our statutory functions and duties;

This will include the following actions:

- (a) update, consolidate, and improve the accuracy of our records;
- (b) undertake crime detection and prevention and law enforcement and assist the third parties specified above to investigate or prevent crime and carry out law enforcement;
- (c) data analysis, testing, research, statistical and survey purposes

Information we receive from other sources.

Information we receive from other sources

We may combine this information with information you give to us and information we collect about you.

We may use this information and the combined information for the purposes set out above (depending on the types of information we receive).

We will ensure that any such disclosure and use is proportionate; considers your right to respect for your private life; and is done fairly and lawfully in accordance with the data protection principles of the Data Protection Act.

The Data Protection Act 1998 regulates the use of 'personal data', which is essentially any information, however stored, about identifiable living individuals.

As a 'data controller' under the Act, the Charity Commission must comply with it. Any changes we may make to our privacy statement in the future will be set out in the replacement version of this form.

Please check back frequently to see any updates or changes to our privacy policy.

## Declaration

This annual return has not been submitted and no Declaration has been made