



NRUFC Trustees Annual report

From 5th April 2023- to 4th April 2024

Newmarket RUFC
Scaltback
Elizabeth Avenue
Newmarket
CB8 0DJ

www.newmarketrufc.com
nrufc.chair@gmail.com
nrufc.secretary@gmail.com

Structure, Governance and Management

Description of charity's trusts:

Type of governing document:

Constitution adopted on 6th April 2023

How the charity is constituted:

Charitable Incorporated Organisation (CIO)

Trustee selection methods:

Trustees are appointed or reappointed at the Annual General Meeting in the third year following their election and may be elected for a further three-year term; with the exception of the Club President who is elected annually.

Should a casual vacancy arise among the position of trustees, the remaining trustees will seek to fill it; the person appointed will then be in place until the person they replaced was due to stand down but will be eligible for re-election at the relevant AGM. In accordance with the constitution.

Additional information (optional information)

You **may choose** to include further statements where relevant, about:

Policies and procedures adopted for the induction and training of trustees.

The charity's organisational structure and any wider network with which the charity works.

Relationship with any related parties.

Membership of the Club is open to young people aged between 4 and 18 years, as well as adults. There is a Safeguarding Policy in place by both the Club and our governing body, the RFU. All volunteers are required to undergo DBS checks and annual Safeguarding training. Checks are carried out again in line with statutory requirements. All DBS checks and safeguarding training is logged on the RFU registration database – GMS system – and checked at the beginning of each season and throughout the year as required. All trustees give their time voluntarily and receive no remuneration or other benefits.

The trustees seek the views of volunteers in the execution of the day to day running of the Club activities regarding rugby and other sporting provision. Committee meetings are held monthly and are open to all volunteer members who wish to attend.

The Club is regulated by the RFU and follows all RFU regulations, policies and procedures, as well as ensuring that our own Club policies and regulations are in place as per the RFU guidelines.

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document:

The objects of the Club are:

to promote community participation in healthy recreation, in the Newmarket area, by providing facilities for playing rugby union football and other sports ("facilities" means land, buildings, equipment and organising sporting activities); and

to provide, and assist in providing, opportunities for other sport, recreation or other leisure time occupation of such persons, in the area of Newmarket, who have need for such facilities by reason of their youth, age, infirmity or disablement, poverty or social and economic circumstances; or for the public at large in the interest of social welfare and with the object of improving their conditions of life.

Additional information (optional information)

You **may choose** to include further statements where relevant about:

Contribution made by volunteers.

The Club is run solely with the help of volunteers.

Our volunteers include the Trustees, committee members to aid in the day-to-day running of the club, team coaches, team first aiders and team managers.

We are grateful for the many hours volunteers, including member volunteers, have spent encouraging and supporting our players. Without this valuable contribution of time, energy and expertise we would not have been able to achieve as much as we have.

Achievements and Performance

Summary of the main achievements of the charity during the year, and any wider benefits to society as a whole:

We have provided regular training and games for both adults and Age Grade (4yrs to 18yrs) by providing the use of grounds, floodlights and other facilities to our members.

We have facilitated and provided opportunities for our local schools by supporting and assisting in the area Schools' Tag Rugby Skills Festival – attended by over 12 local schools – as well as providing coaches to run extra-curricular rugby classes at some of these schools (at both secondary and primary settings).

We have connected with Northampton Saints Rugby Club to ensure facilities and grounds to run school holiday activities and skills development courses.

Our qualified First Aid Trainer has provided first aid courses to our Club as well as local Rugby Clubs, other sporting Clubs and local schools and businesses. Renumeration for this service was in terms of equipment needed, travel and use of his time.

We are strong supports of other charitable organisations and this year we support the Men's Testicular Cancer Charity by holding a charity run in which all funds raised were donated to the Testicular Cancer Charity.

We have enable our older children (14yrs+) to access coaching courses to further improve their education outside of the scope of the National Curriculum provided by their schools and support those doing their Duke of Edinburgh Awards. We have given our young coaches the support to involve themselves in community-based activities via the coaching of younger players, that were not previously available.

(N.B grounds and building facilities not owned by NRUFC, however, floodlights, all sporting equipment and refreshment facilities are).

Financial Review

Review of the charity's financial position at the end of the period:

Our main source of income comes from membership payments and sponsorship payments from local businesses. We use general funds to subsidise membership and training kit costs for individuals who would otherwise not be able to participate. The majority of our income is used to pay fees for us of the grounds and building with other costs to cover training equipment and food – the RFU place upon us a duty to provide post-match food for both home and away teams (with the added benefit of providing a warm meal for those children whose families struggle to provide this).

The Club has been fundraising for some time and this financial year finally saw us in a position to be able to update the floodlights in our possession. The updated floodlights have allowed us to provide a safer environment for mid-week training as well as extend our offering to a Friday evening for both Club and County matches.

Although the accounts show a deficit this can be offset by late sponsorship payments that had not yet been paid into the account before the financial year due to a change over of staff.

Statement explaining the policy for holding reserves stating why they are held:

We do not hold funds in reserve but seek to keep funds at such a level so that we are able to continue to pay for use of the grounds and buildings we use as well as the electric bill for the floodlights, food, annual replacement of kit and other occasional costs.

Having spent funds on the floodlights, our next fundraising project is to replace the goal posts and the post protectors to improve safety for our players.

Reference and Administrative details

Charity name:	Newmarket Rugby Union Football Club
Other name the charity uses:	NRUFC
Registered charity number:	1202658
Charity's principal address:	Scaltback Elizabeth Avenue Newmarket Suffolk CB8 0DJ

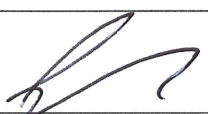

Names of the charity trustees who manage the charity:

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Peter Boyle	Chair		
2	Stephen Kelleher	Vice-chair		
3	Adrian Parsley	President		
4	Sean Burns	Hon. Treasurer		
5	Maria Marsh	Hon. Secretary		

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):	Peter Boyle	Maria Marsh
Position held:	Chair	Hon. Secretary
Date:	30 th April 2024	30 th April 2024



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Newmarket Rugby Union Football Club

On accounts for the year
ended

April 2024

Charity no
(if any)

1202658

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

S.E. Jenkins

Date:

02-02-2025

Name:

Shantel Jenkins

Relevant professional
qualification(s) or body
(if any):

Address:

35 Selwyn Close, Mildenhall,
Bury St Edmunds, Suffolk.
IP28 7QB.

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Overall the accounts look to be OK, all figures have been entered correctly.

Attention needs to be paid to ensuring that all receipts and invoices are uploaded as proof of purchases.

izettle payments need to be downloaded and printed off monthly in order to tally against accounts.

Sponsorship invoices need to be obtained to tally up payments to the bank account and make it easier to flag up outstanding payments.

All payments made for club purposes need to be purchased on the club's bank card, rather than getting money re-imbursed to committee members as this could look like fraudulent activity on the bank account.

Overall all paperwork needs to be printed off and retained for clear accounting and reconciliation with the bank account.



NRUFC Accounts

2023-24

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5th Apr 2023-
4th Apr 2024

Income Categories

Membership	18,253
Kitchen Sales	9,803
Events	8,478
Donations	691
Sponsorship	7,000
Merchandise	3,293
Fundraising Activities	3,460
Total Income Categories	50,979

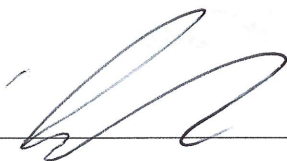
Expense Categories

Subcontractor Costs	1,320
First Aid & Medical	854
Cost of Kitchen	5,607
Cost of Merchandise	6,539
Training Equipment	2,921
Laundry Costs	599
Facilities fees (paid to NSDA)	3,880
Stationery	206
Licenses and Permits	155
Meals	993
Legal and Professional Fees	5,728
Leasing Payments	3,712
Accountancy Fees	0
Consultancy Fees	4,850
Postage	570
Charitable Donations	1,150
Subscriptions	237
Bank/Finance Charges	10
Travel	1,097
Coaching & Training Costs	442
Pitch Marking and Grass Cutting (paid to NSDA)	5,742
Events Expenses	10,411
Rugby Festivals	475
Floodlight Electricity (paid to NSDA)	963
Events Expenses (paid to NSDA)	60
Total Expense Categories	58,522

BALANCE SHEET

Newmarket Rugby Union Football Club

	April 2024
Cash at Bank	25,731
Stock	3,000
Assets	58,500
Total Current Assets	87,731
Net Current Assets	87,731
NET ASSETS	87,731



22/05/2024