



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 8 June 2023 **Period start date** **To** 31 December 2023 **Period end date**

Charity name: Norfolk Tennis

Charity registration number: 1203480

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the Charitable Incorporated Organisation is the promotion of community participation in healthy recreation for the benefit of the inhabitants of Norfolk by the provision of facilities for playing tennis.
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 Charitable Incorporated Organisation was dormant throughout the period.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees are aware of the guidance issued by the Charity Commission on public benefit. However, as the CIO has been dormant throughout the period, the trustees have not made any decisions to which the guidance is relevant. When the trade and assets of the unincorporated association are transferred to the CIO, the CIO will actively promote inclusive participation in tennis for the benefit of the public in Norfolk having regard to the guidance.

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 Charitable Incorporated Organisation was dormant throughout the period.

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	The Charitable Incorporated Organisation was dormant throughout the period, with the trade and assets of the unincorporated association to be transferred post period end.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	No reserves recognised at the reporting date. The reserves policy of the organisation is to maintain one full year of expenditure, up to a maximum of two years as advised in the guidelines of the national governing body for tennis and padel in Great Britain.
Amount of reserves held	Para 1.22	Nil at the reporting date.
Reasons for holding zero reserves	Para 1.22	The organisation was dormant throughout the period.
Details of fund materially in deficit	Para 1.24	No funds in deficit at the reporting date.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The organisation was dormant throughout the period. No material uncertainty as to the going concern status of the organisation at the reporting date.

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:		
Type of governing document (trust deed, royal charter)	Para 1.25	Association Model Constitution 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	<p>Retirement and appointment of charity trustees</p> <p>(a) At the first and every subsequent annual general meeting of the members of the CIO all the charity trustees retire from office;</p> <p>(b) The vacancies so arising may be filled by the decision of the members at the annual general meeting; any vacancies not filled at the annual general meeting may be filled as provided in sub-clause (c) below;</p> <p>(c) The members or the charity trustees may at any time decide to appoint a new charity trustee, whether in place of a charity trustee who has retired or been removed from office, or as an additional charity trustee, provided that the limit specified in on the number of charity trustees would not as a result be exceeded;</p> <p>(a) The President, Chairperson, Treasurer, Secretary and LTA Councillor of the CIO for the time being are automatically, by virtue of holding that office ("ex officio"), charity trustees.</p>

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	Para 1.51	

parties		
Other		

Reference and Administrative details

Charity name	Norfolk Tennis
Other name the charity uses	Norfolk Lawn Tennis Association
Registered charity number	1203480
Charity's principal address	c/o East Anglia Tennis & Squash Club, Lime Tree Road, Norwich, Norfolk NR2 2NQ

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	Michael Walker	President	Resigned 27/2/24	
2	Ian Quinton OBE	Chairperson	Resigned 13/5/24	
3	Heather Bottomley	LTA Councillor		
4	James Kent	Treasurer		
5	Elizabeth Gill	Secretary		
6	Kathryn Lofthouse	President	Appointed 27/2/24	
7	James Buddell	Chairperson	Appointed 13/5/24	
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

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

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Other optional information

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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)	Elizabeth Jill Gill	
Position (eg Secretary, Chair, etc)	Secretary	
Date	22 nd August 2024	

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Norfolk Tennis

Reference and Administrative Details of the Charity and Trustees

Charity Registered Number 1203480

Trustees Kathryn Lofthouse
James Buddell
Elizabeth Gill
Heather Bottomley
James Kent

Honorary Secretary Elizabeth Gill

Registered Office East Anglia Tennis & Squash Club
Lime Tree Road
Norwich
Norfolk
NR2 2NQ

Honorary Treasurer James Kent ACA

Norfolk Tennis

Trustees' Report

Period Ended 31 December 2023

The Trustees present their annual report together with the financial statements of Norfolk Tennis for the period 8 June 2023 to 31 December 2023. The Trustees confirm that the Annual Report and financial statements of the charitable incorporated organisation comply with the current statutory requirements, the requirements of the governing document of the charitable incorporated organisation and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing financial statements in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102).

Policies and Objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit.

Going Concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, the continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

Norfolk Tennis

Statement of Financial Position

Period Ended 31 December 2023

	Note	Period to 31 December 2023 £
Fixed Assets		
Tangible Fixed Assets		-
Debtors: Falling Due Within One Year		
Loans to Clubs		-
Current Assets		
Prepayments and Accrued Income		-
Other Debtors		-
Cash at Bank		-
		-
Debtors: Falling Due After More Than One Year		
Loans to Clubs		-
Current Liabilities		
Accruals and Deferred Income		-
Other Creditors		-
		-
Total Assets Less Current Liabilities		-
Net Assets		-
Charity Funds		
Restricted Funds		-
Unrestricted Funds		-
Total Funds		-

The financial statements were approved and authorised for issue by the Trustees on 30 September 2024 and signed on their behalf by:



James Buddell
Chair



James Kent
Honorary Treasurer

Norfolk Tennis

Notes to the Financial Statements

Period Ended 31 December 2023

General Information

The Charitable Incorporated Organisation (CIO) was registered on 8 June 2023, with a reporting date of 31 December 2023. During the period, the entity was dormant with the trading activity being recorded in the Norfolk Lawn Tennis Association, an unincorporated association. The trade and assets of the unincorporated entity are to be incorporated to the CIO during the period to 31 December 2025.

Accounting Policies

Basis of Preparation of Financial Statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: 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).

Norfolk Tennis meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

Trustees' Remuneration and Expenses

During the period, no Trustees received any remuneration or other benefits. No Trustee expenses were incurred in the period.