

DEVONPORT SERVICES RUGBY CLUB

HMS DRAKE

ANNUAL REPORT AND FINANCIAL STATEMENTS

For Period

1 July 2023 to 30 June 2024

Registered Charity No. 1203809

Trustees' Annual Report and Comments

Devonport Services Rugby Club HMS DRAKE

Charity Registered No:	1203809
Covering the Accounting Year:	1 July 2023 to 30 June 2024
Address:	HMS DRAKE Devonport Plymouth PL2 2BG
Governing Document:	Constitution (Mess Rules)
Object:	The promotion of the efficiency of the Armed Forces of the Crown by the provision of facilities and sporting activities for Service personnel serving in the Southwest.
Trustee:	Brigadier M J Tanner OBE ADC RM
Trustee selection method:	Appointed as such by the Naval Secretary.
Bankers:	Lloyds Banking Group Royal Parade Plymouth
Independent Examiner:	Marianne Butcher FMAAT 5 Nursery Road Havant Hants PO9 3BG
Activities and achievements:	A full programme of rugby fixtures and social activities was provided throughout the season.
Financial Review:	The value of the fund had increased by £2.4K to £52.4K including stock and property worth £18.9K. The main reasons were: - • Bar Trading profit less Kitchen Trading loss totalling £41.7K. • Offset by non-trading costs exceeding income by £39.3K. The bank and savings account holdings of £58.8K more than covered the £35.1K liabilities.
Investment Selection Policy.	No investments are held.
Financial Reserves Policy:	The Trustee has considered the level of reserves required, appropriate to the charity's needs. These are held in savings currently worth £49K. The Trustee aims to ensure that the charity will be able to fulfil its charitable objectives even if there is a temporary shortfall in income and unexpected expenditure. The Trustee will endeavour not to set aside funds unnecessarily.

Grant Policy:	None are paid to individuals.
Risk Assessment:	The Trustee reviews the major risks to which the charity is exposed, and systems have been established to manage those risks and believes that by maintaining the free reserves stated it will provide sufficient resources in the event of adverse conditions.
Public Benefit Statement:	This fund provides public benefit by assisting Service personnel to more effectively perform their roles within the Armed Forces of the Crown. It does this by providing sporting facilities and social activities. This assistance enables Service personnel to face the challenges and danger associated with military service by developing and maintaining teamwork, spirit and attitude, and morale. As a result, the fund promotes the efficiency of the Armed Forces of the Crown by enhancing the Royal Navy's and Royal Marines' capability to undertake the roles demanded of it including the defence of the United Kingdom and its interests. I confirm that I have paid due regard to the Charity Commission of England and Wales's guidance on public benefit when deciding what activities the charity should undertake.

Declaration:

I declare, in my capacity of Charity Trustee, that I have approved the above report.

Signature	<i>Signed on Original</i>
Name	Brigadier M J Tanner OBE ADC RM.
Appointment	Naval Base Commander and Sole Managing Trustee
Date	30 September 2024

DEVONPORT SERVICES RUGBY FOOTBALL CLUB

Registered Charity Number: 1203809

BALANCE SHEET

30-Jun-24

	Notes		<u>30-Jun-23</u>
<u>Fixed Assets</u>			
Club Property	7	£ 7,980.69	£ 12,217.29
<u>Current Assets</u>			
Stocks	7A	£ 10,930.89	£ 4,173.57
Misc Debtors & Prepayments	8	£ 8,750.70	£ -
Bank Account		£ 9,734.20	£ 11,775.37
Savings Account		£ 49,105.51	£ 45,471.12
Kitchen Cash		£ -	£ 65.39
Bar Cash		£ 1,000.00	£ 1,485.00
		<u>£ 79,521.30</u>	<u>£ 62,970.45</u>
<u>Current Liabilities</u>			
Sundry Creditors	9	<u>£ 35,056.52</u>	<u>£ 25,099.95</u>
		<u>£ 35,056.52</u>	<u>£ 25,099.95</u>
Net Current Assets		<u>£ 44,464.78</u>	<u>£ 37,870.50</u>
Net Assets		<u><u>£ 52,445.47</u></u>	<u><u>£ 50,087.79</u></u>

Approved on 30 September 2024

Signed on Original

Brigadier M J Tanner OBE ADC Royal Marines
Sole Managing Trustee

DEVONPORT SERVICES RUGBY FOOTBALL CLUB

STATEMENT OF FINANCIAL ACTIVITIES

For Twelve Months ended 30 June 2024

	Notes		<i>Previous Year</i>
Income			
Donations & Grants		£ 63,592.36	£ 32,177.28
Charitable Activities		£ 154,376.89	£ 146,954.01
Investment Income		£ 634.39	£ 124.45
Total Income	3	<u>£ 218,603.64</u>	<u>£ 179,255.74</u>
Expenditure			
Charitable Activities		£ 216,245.96	£ 190,078.52
Total Expenditure	4	<u>£ 216,245.96</u>	<u>£ 190,078.52</u>
Net Income (Expenditure)		£ 2,357.68	£ (10,822.78)
Total Funds Brought Forward		£ 50,087.79	£ 60,910.57
Total Funds Carried Forward		<u>£ 52,445.47</u>	<u>£ 50,087.79</u>

Notes to the Accounts dated 30 June 2024

Note 1 - Accounting policies

a. The financial statements are prepared under the historic cost convention (as modified by the revaluation of fixed asset investments) and in accordance with applicable accounting standards: Charities Statement of Recommended Practice, UK Accounting Standards and the Charities Acts.

Income

- a. Donations are included in the Statement of Financial Activities (SOFA) when the CAF becomes entitled to the donation or grant and it is reasonably certain that it will be received.
- b. Total Income from fund raising are reported gross in the SOFA
- c. Intangible income is not included in the accounts.
- d. The Club receives no unpaid volunteer help.
- e. Investment income is included in the accounts when receivable.

Expenditure and Liabilities

- a. Liabilities are recognised as soon as there is a legal or constructive obligation committing the Mess to the expenditure.

Assets

- a. Tangible fixed assets are capitalised if they can be used for more than one year and cost at least £50. They are valued at cost or a reasonable value on receipt. Depreciation is straight line over the estimated life. In view of the diverse nature and multi use, non bar depreciation is not allocated to any of the other activity costs.
- b. Stocks are valued at the lower of cost or market value.

Note 2 - Investments

None held

Note 3 - Income

	<u>Year to Jun 24</u>	<u>Previous Year</u>
<i>Voluntary Income</i>		
RNRU Grant - 23/24 Season	£ 5,000.00	£ -
Gate Entrance Income	£ 9,467.36	£ 8,709.96
Sponsorships	<u>£ 49,125.00</u>	<u>£ 23,467.32</u>
	£ 63,592.36	£ 32,177.28
<i>Charitable Activities</i>		
<u>Trading</u>		
Bar Sales	£ 112,062.98	£ 107,117.33
Kitchen Sales	£ 14,608.34	£ 11,346.68
<u>Non-Trading</u>		
Memberships	£ 17,795.15	£ 17,946.24
End of Season Dinner	£ 6,085.00	£ 4,870.00
Players Clothing	£ 3,825.42	£ 4,959.19
Miscellaneous	<u>£ -</u>	<u>£ 714.57</u>
	£ 154,376.89	£ 146,954.01
<i>Investment Income</i>		
Interest	£ 634.39	£ 124.45
Total Income	<u>£ 218,603.64</u>	<u>£ 179,255.74</u>

Note 4 - Expenditure

	<u>Year to Jun 24</u>	<u>Previous Year</u>
<i>Charitable Activities</i>		
<u>Trading Costs</u>		
Cost of Bar Sales	£ 42,416.83	£ 44,825.66
Bar Expenses	£ 5,493.88	£ 4,917.53
Bar Staff	£ 21,722.00	£ 16,577.75
Kitchen Expenses	£ 11,702.11	£ 10,537.28
Catering Staff	£ 3,652.25	£ 6,244.00
<u>Non-Trading Costs</u>		
Hospitality	£ 3,180.79	£ 10,622.72
Players Clothing	£ 9,250.82	£ 8,911.65
Playing Equipment	£ 2,451.11	£ 1,547.82
Equipment Hire	£ 2,738.04	£ 1,729.26
Playing Strip	£ 4,957.20	£ 2,499.45
Playing Meals	£ 8,253.00	£ -
Physio/Medic	£ 15,515.07	£ 9,568.99
Referee Fees	£ 2,685.00	£ 1,880.00
Coaching	£ 30,295.00	£ 21,795.59
Affiliation and Registration	£ 96.00	£ 301.00
Travel	£ 6,580.00	£ 12,790.00
End of Season Dinner	£ 8,444.84	£ 6,550.25
Entertainments	£ 1,620.00	£ 2,055.00
Sponsors	£ 13,405.04	£ 10,147.51
Insurance	£ 1,063.10	£ 1,104.68
Filming	£ 2,215.20	£ 778.80
PRS/PPL/TV Licences	£ 353.89	£ 299.34
Telephones	£ 187.00	£ 276.00
Laundry	£ 567.60	£ 205.17
Repairs & Renewals	£ 114.91	£ 1,683.27
Pitchero - Pitch Hire	£ 432.00	£ 360.00
Comp Fees	£ -	£ 60.00
Marketing	£ 4,284.00	£ 1,885.03
Fines	£ 225.00	£ 125.00
<u>Governance Costs</u>		
Examination	£ 320.00	£ 350.00
<u>Support Costs</u>		
Print, Post, Stationery	£ -	£ 194.39
Card Charges	£ 3,448.11	£ 2,062.22
Sage	£ 168.00	£ -
Depreciation	£ 8,408.17	£ 7,193.16
Total Expenditure	<u>£ 216,245.96</u>	<u>£ 190,078.52</u>

Note 5 - Paid Employees

- a. There are no employees who are paid by the club. Staff in the bar and kitchen are self employed.

Note 6 - Trustees and Other Related Parties

- a. No expenses or emoluments have been paid to the Sole Managing Trustee
- b. There are no amounts due to or from the Sole Managing Trustee

Note 7 - Tangible Fixed Assets

Property Valuation as at 30 Jun 23	£ 12,217.29
Additions	£ 4,171.57
Depreciation/Disposals	£ (8,408.17)
Property Valuation at 30 Jun 24	<u>£ 7,980.69</u>

Note 7A - Stocks

Bar	£ 10,930.89
	<u>£ 10,930.89</u>

Note 8 - Miscellaneous Debtors

Devon Cup TACS Hospitality	£ 358.60
RecFest - Eventbrite Tickets Due	£ 4,278.59
RecFest Suppliers - Prepaid	£ 4,113.51
	<u>£ 8,750.70</u>

Note 9 - Creditors (all due within one year)

Bar Wages - Jun	£ 357.00
Kitchen Wages - Jun	£ 250.00
Card and Bank Charges	£ 226.54
St Austell	£ 1,275.86
Coaching	£ 360.00
Marketing	£ 235.00
Sponsorships	£ 23,983.36
HMRC VAT	£ 3,770.17
RecFest - Ticket Income	£ 4,278.59
Accounts Examination	£ 320.00
	<u>£ 35,056.52</u>

Note 10 - Endowment or Restricted Income Funds

There are only unrestricted funds

Note 11 - Other Information

- a. The fund does not have any material commitments not provided for in the accounts
- b. The fund has not given any guarantees to any third party that could be called on at the year end.
- c. The fund has not granted any loans.
- d. The fund did not make any ex gratia payments during the year.

Declarations

- The Trustee has not changed the year end date nor the length of the fund's financial year
- The fund has no designated funds
- All the fund's operations are continuing operations and there were no discontinued operations.
- No funds are in deficit.
- The fund has no marketable intangible assets
- There were no interfund loans outstanding at the balance sheet date.
- None of the funds functional assets have been revalued during the year and the fund does not have a policy of revaluation of these assets.
- The fund has no material fixed assets which have not been capitalised and included in the Balance Sheet.

Bar Trading Account

Twelve Months to 30 June 24

Previous Year

Sales	£ 112,062.98		£ 108,153.87
Cost of Sales	<u>£ 38,251.83</u>		<u>43,952.43</u>
Gross Profit	£ 73,811.15		£ 64,201.44
Gross Profit/Sales =%	66%		59%
(i.e average mark up)			
Less Expenses:			
Bar Staff	£ 21,722.00 19%	£ 16,577.75 15%	
Gas	£ 956.04	£ 449.68	
Pipe Cleaning, Spillage, OOD	£ 2,019.48 5%	£ 1,036.54	
Sundries	£ 4,165.00	£ 423.55	
Bar Expenses/Maintenance	<u>£ 2,518.36</u>	<u>£ 3,007.76</u>	
	<u>£ 31,380.88</u>		<u>£ 21,495.28</u>
Net Profit	38% <u>£ 42,430.27</u>	39% <u>£ 42,706.16</u>	

Kitchen Trading Account

Twelve Months to 30 June 24

Previous Year

Sales	£ 14,608.34	£ 11,346.68
Purchases	<u>£ 11,702.11</u>	<u>£ 10,537.28</u>
Gross Profit	£ 2,906.23 20%	£ 809.40 7%
Less Catering Staff Costs	<u>£ 3,652.25</u>	<u>£ 6,244.00</u>
Net Loss	<u>£ (746.02) -5%</u>	<u>£ (5,434.60) -48%</u>

**Independent Examiner's Report to the Trustee of the
Devonport Services Rugby Football Club.
Charity Number 1203809**

I report on the accounts of the Charity of the Devonport Services Rugby Football Club for the year ended 30 June 2024, which are set out in pages 1 to 6.

Respective responsibilities of trustees and examiner

As the charity's trustees 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 all 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 which gives me cause to believe that in any material respect:

- The accounting records were not kept in accordance with section 130 of the Charities Act; or
- The accounts did 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 this report in order to enable a proper understanding of the accounts to be reached.

Signed on Original

M L Butcher FMAAT
5 Nursery Road
Havant
Hants PO9 3BG

30 September 2024