

Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 January 2021  
for  
Aldingbourne Community Sports Centre

Aldingbourne Community Sports Centre

Contents of the Financial Statements  
for the Year Ended 31 January 2021

	Page
Charity Information	1
Report of the Trustees	2
Statement of Financial Activities	5
Balance Sheet	6
Notes to the Financial Statements	7
Independent Examiner's Report	12

Aldingbourne Community Sports Centre

Charity Information  
for the Year Ended 31 January 2021

**TRUSTEES:** Jonathan Leahy, Elected, Chairman  
Alan Smallman, Elected, Secretary

**REGISTERED ADDRESS:** 1 Orchard Gardens  
Woodgate  
Chichester  
PO20 3QW

**REGISTERED CHARITY  
NUMBER:** 276055

**INDEPENDENT EXAMINER:** Rachel Hall  
R S Hall and Co  
27 Belle Meade Close  
Woodgate  
West Sussex  
PO20 3YD

Aldingbourne Community Sports Centre  
Report of the Trustees  
for the Year Ended 31 January 2021

The trustees present their report with the financial statements of the charity for the year ended 31 January 2021.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Aldingbourne Community Sports Centre is a registered charity number 276055, and is constituted by a Scheme sealed by the Charities Commission on 28<sup>th</sup> May 1997. The scheme provides that the charity is managed by a Committee of Management (The Committee) which, when complete, consists of five elected member, and on representative member appointed by each organisation denoted within the Scheme. The Scheme includes regulations regarding the appointment of members, co-opted members and filling of casual vacancies.

### **Risk management**

The trustees have a duty to identify and review risks to which the charity is exposed, and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

## **OBJECTS AND PRINCIPAL ACTIVITIES**

The object of the charity is the provision and maintenance of a recreation ground and community centre for the benefit of the inhabitants of the Parish of Aldingbourne and the surrounding neighbourhood (the area of benefit) with the object of improving the conditions of the life of those inhabitants.

The charity aims to provide affordable facilities to the inhabitants of the area of benefit, including voluntary organisations and others serving the community for the purpose of recreation and other leisure time occupation.

In setting objectives and planning activities, the Committee has given careful consideration to the Charity Commission's general guidance on public benefit, and the charity has provided continued availability of the facilities for public benefit. The Committee undertakes projects and activities that are in line with the charity's objectives and aims.

## **ACTIVITIES AND FINANCIAL REVIEW**

The financial position of the charity is set out within the financial statements attached to this report.

For our financial year ending January 2021, which is when the pandemic affected us, the charity has received total income during the year, including grants of £26,879. The main source of income has been derived from letting the centre's facilities and grounds, along with covid support grants from Arun District Council. Total resources expended amounted to £25,122. The majority of the expenses have been in the upkeep and maintenance of the Community Centre and grounds. The charity has unrestricted funds of £88,317, of which £18,335 comprises cash at bank and in hand.

The Committee has determined that an amount of £10,000 should be maintained as a bank reserve to be available to meet any unanticipated expenditure.

The results for the year are disappointing but not unexpected given the covid pandemic.

In general, a number of tasks were completed throughout the previous year July 2019 to March 2021:

- Installation of new fire doors and courtyard gates.
- Installation of Internal CCTV cameras.
- Completion of car park lining.
- Negotiation of rent increases for all user groups.
- A successful ticket only music event.

Aldingbourne Community Sports Centre  
Report of the Trustees  
for the Year Ended 31 January 2021

From March 2020 to June 2020 the following actions were taken and support received in relation to the pandemic:

- Appointment of new cleaning contractor.
- Appointment of new book keeper and bookings clerk (combined role)
- COVID secure environment.
- Grant of £10,000 from Arun District Council.

As agreed with the Parish Council last year, the Trustees completed the constitution and registration for the new Charitable Incorporated Organisation (CIO) with the formal transfer to be agreed at this 2021 AGM.

## **TRUSTEES**

The members who served the charity during the financial period were as follows:

### **Elected Members**

Jonathan Leahy, Elected, Chairman  
Alan Smallman, Elected, Secretary  
Heidi Luther, Elected, Treasurer  
Simon Kennedy, Elected, Vice Chairman  
Michael Warden, Elected

### **Representative Members**

Ron Flitter, Aldingbourne Parish Council  
Rob Driver, Bognor Regis Model Car Club  
Sara Waller, Hopscotch Preschool

## **TRUSTEES RESPONSIBILITIES**

The trustees are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards. The accounts have been prepared according to the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the Scheme, requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity, and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles of the Charities SORP;
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements; and;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

Report of the Trustees  
for the Year Ended 31 January 2021

The Committee Members are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and enable them to ascertain to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008, and the provisions of the Scheme. They are also responsible for safeguarding the assets of the charity, and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**RESERVES POLICY**

The trustees seek to retain sufficient general reserves that are deemed necessary to fund the on-going day-to-day operations of the charity. All monies received for designated or restricted purposes are shown in separate funds in the accounts.

**SIGNED ON BEHALF OF THE COMMITTEE:**

.....  
J Leahy (Chairman)

Approved by the Committee on .....

Aldingbourne Community Sports Centre

Statement Of Financial Activities  
For the Year Ended 31 January 2021

		Unrestricted funds	Restricted funds	Total Year Ended 31 January 2021	Total Year Ended 31 January 2020
	Note	£	£	£	£
<b>Income</b>					
<b>Income and endowments from</b>					
Donations and legacies	2	10,800	-	10,800	5,535
Charitable Activities	3	15,112	-	15,112	37,482
Other trading activities	4	960	-	960	3,870
Investment income		7	-	7	27
Other receipts		-	-	-	-
<b>Total</b>		<b>26,879</b>	<b>-</b>	<b>26,879</b>	<b>46,914</b>
<b>Resources expended</b>					
Raising funds		-	-	-	-
Charitable activities	5	5,295	-	5,295	6,373
Support costs	6	21,199	-	21,199	50,387
Other costs	7	960	-	960	960
<b>Total</b>		<b>27,454</b>	<b>-</b>	<b>27,454</b>	<b>57,720</b>
<b>Net income / (expenditure)</b>		<b>(575)</b>	<b>-</b>	<b>(575)</b>	<b>(10,806)</b>
Transfers between funds		-	-	-	-
<b>Net movement in funds</b>		<b>(575)</b>	<b>-</b>	<b>(575)</b>	<b>(10,806)</b>
<b>Total funds brought forward</b>		<b>86,560</b>	<b>-</b>	<b>86,560</b>	<b>97,366</b>
<b>Total funds carried forward</b>	12	<b>85,985</b>	<b>-</b>	<b>85,985</b>	<b>86,560</b>

Aldingbourne Community Sports Centre

Balance Sheet  
31 January 2021

	Notes	31.1.21 £	£	31.1.20 £	£
<b>FIXED ASSETS</b>					
Tangible assets	8		72,811		76,600
<b>CURRENT ASSETS</b>					
Debtors	9	2,145		4,372	
Cash at bank and in hand		11,327		1,884	
Deposit account		1		1,500	
Savings account		<u>7,007</u>		<u>10,000</u>	
		20,480		17,756	
<b>CREDITORS</b>					
Amounts falling due within one year	10	<u>7,306</u>		<u>7,796</u>	
<b>NET CURRENT ASSETS/(LIABILITIES)</b>			<u>13,174</u>		<u>9,960</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>85,985</u>		<u>86,560</u>
<b>RESERVES</b>					
Restricted funds	12		-		-
General Unrestricted Fund	12		<u>85,985</u>		<u>86,560</u>
			<u>85,985</u>		<u>86,560</u>

The financial statements were approved by the Trustees on ..... and were signed on its behalf by:

.....  
Trustee

.....  
Trustee



1. **ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements have been prepared under the historical cost convention, and include the results of the charity's operations, all of which are continuing.

The financial statements have been prepared in accordance with the Statement of Recommended Practice for Charities SORP (FRS102), and The Charities Act 2011.

**Income**

Voluntary income, donations, legacies and games machines are accounted for as they are received.

Income from charitable activities is shown gross, with associated costs included in direct charitable expenditure, and is accounted for on an accruals basis.

Grants and donations are only included in the Statement Of Financial Activities when the charity has unconditional entitlement to the resources.

Investment income (bank interest) is included in the accounts when receivable.

No permanent endowments or material legacies were received in the year.

The Centre is a registered charity and is exempt from taxation.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Leasehold property – 2% straight line  
Fixtures and fittings – 20% on reducing balance  
Pathway and car park improvements – 33% straight line  
Changing room improvements – 33% straight line

**Governance costs**

Governance costs include the cost of the preparation and independent examination of the statutory accounts, together with associated accountancy and bookkeeping services, all of which are allocated to unrestricted general funds.

**Other resources expended**

Other resources expended include expenditure on management and administration of the charity, not directly related to charitable activities or fundraising ventures.

**Remuneration and payments to Trustees**

Neither the Trustees nor any person connected with them received any remuneration from the charity or any related entity, either in the current or prior year.

Aldingbourne Community Sports Centre

Notes to the Financial Statements  
for the Year Ended 31 January 2021

2. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds	Restricted funds	Total 31 January 2021	Total 31 January 2020
	£	£	£	£
Donations	-	-	-	-
Grants	10,800	-	10,800	-
	<u>10,800</u>	<u>-</u>	<u>10,800</u>	<u>-</u>

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds	Restricted funds	Total 31 January 2021	Total 31 January 2020
	£	£	£	£
Hiring and registration fees	14,932	-	14,932	36,940
Snooker tables	180	-	180	542
	<u>15,112</u>	<u>-</u>	<u>15,112</u>	<u>37,482</u>

4. OTHER TRADING ACTIVITIES

	Unrestricted funds	Restricted funds	Total 31 January 2021	Total 31 January 2020
	£	£	£	£
Contributions for cleaning, water and electric	960	-	960	3,870
	<u>960</u>	<u>-</u>	<u>960</u>	<u>3,870</u>

5. CHARITABLE ACTIVITIES

	Unrestricted funds	Restricted funds	Total 31 January 2021	Total 31 January 2020
	£	£	£	£
Repairs, renewals and maintenance	1,734	-	1,734	2,059
Ground maintenance	3,561	-	3,561	4,314
	<u>5,295</u>	<u>-</u>	<u>5,295</u>	<u>6,373</u>

Aldingbourne Community Sports Centre

Notes to the Financial Statements - continued  
for the Year Ended 31 January 2021

**6. SUPPORT COSTS**

	Unrestricted funds	Restricted funds	31 January 2021	31 January 2020
	£	£	£	£
<b><i>Employee costs</i></b>				
Wages and contract cleaners	2,918	-	2,918	9,409
<b><i>Premises expenses</i></b>				
Water rates	(927)	-	(927)	6,787
General rates	-	-	-	1,159
Light heat and power	5,055	-	5,055	9,004
Cleaning and refuse collection	1,236	-	1,236	6,171
Security costs	123	-	123	831
Insurance	5,362	-	5,362	5,250
<b><i>Administrative overheads</i></b>				
Printing, postage and stationery	-	-	-	457
Telephone and internet	1,203	-	1,203	1,053
Hire of equipment	-	-	-	-
Licenses and subscriptions	1,413	-	1,413	1,389
Advertising	-	-	-	-
<b><i>Professional fees</i></b>				
Bookkeeping	1,027	-	1,027	4,583
Other legal and professional costs	-	-	-	-
<b><i>Financial costs</i></b>				
Bank charges	-	-	-	-
Bad debts	-	-	-	-
Depreciation	3,789	-	3,789	3,789
<b>Total support costs</b>	<u>21,199</u>	<u>-</u>	<u>21,199</u>	<u>49,882</u>

**7. OTHER COSTS**

	Unrestricted funds	Restricted funds	31 January 2021	31 January 2020
	£	£	£	£
Independent Examiner's fees	960	-	960	960
<b>Total other costs</b>	<u>960</u>	<u>-</u>	<u>960</u>	<u>960</u>

Aldingbourne Community Sports Centre

Notes to the Financial Statements - continued  
for the Year Ended 31 January 2021

**8. FIXED ASSETS**

	<b>REDEVELOPMENT</b>	<b>CHANGING ROOM PATHWAY &amp; CAR PARK IMPROVEMENTS</b>	<b>LEASEHOLD PROPERTY</b>	<b>FIXTURES &amp; FITTINGS</b>	<b>TOTAL</b>
	<u>2011</u>				
			£	£	£
<b>COST</b>					
At 1 February 2020	27,889	92,584	113,791	77,295	311,559
Additions	-	-	-	-	-
Disposal	-	-	-	-	-
At 31 January 2021	<u>27,889</u>	<u>92,584</u>	<u>113,791</u>	<u>77,295</u>	<u>311,559</u>
<b>DEPRECIATION</b>					
At 1 February 2020	-	-	2,276	1,513	3,789
Charge for the year	-	-	-	-	-
At 31 January 2021	<u>27,889</u>	<u>92,584</u>	<u>45,520</u>	<u>72,755</u>	<u>238,748</u>
<b>NET BOOK VALUE</b>					
At 31 January 2021	<u>-</u>	<u>-</u>	<u>68,271</u>	<u>4,540</u>	<u>72,811</u>
At 31 January 2020	<u>-</u>	<u>-</u>	<u>70,547</u>	<u>6,053</u>	<u>76,600</u>

**9. DEBTORS**

	<b>31 January 2021</b>	<b>31 January 2020</b>
	£	£
Trade debtors	585	1,030
Payments in advance	-	-
Prepayments	<u>1,560</u>	<u>3,341</u>
	<u>2,145</u>	<u>4,371</u>

**10. CREDITORS**

	<b>31 January 2021</b>	<b>31 January 2020</b>
	£	£
Trade creditors	2,279	5,576
Other creditors	4,067	1,260
Accruals	<u>960</u>	<u>960</u>
	<u>7,306</u>	<u>7,796</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 January 2021

**11. ANALYSIS OF ASSETS AND LIABILITIES REPRESENTING EACH TYPE OF FUND**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total funds</b>
	£	£	£
Fixed assets	72,811	-	72,811
Debtors	2,145	-	2,145
Cash	18,335	-	18,335
Creditors	<u>(7,306)</u>	<u>-</u>	<u>(7,306)</u>
Total	<u>85,985</u>	<u>-</u>	<u>85,985</u>

**12. MOVEMENT IN FUNDS**

	<b>Opening funds</b>	<b>Income</b>	<b>Expenditure</b>	<b>Closing funds</b>
	£		£	£
<b><i>Unrestricted and designated funds</i></b>				
Unrestricted revenue funds	<u>86,560</u>	<u>26,879</u>	<u>(27,454)</u>	<u>85,985</u>

Unrestricted funds are held to meet the objectives of the charity, and to provides reserves for future activities, and, subject to charity legislation, are free from all restrictions on use.

Aldingbourne Community Sports Centre

Independent Examiner's Report to the Trustees of  
Aldingbourne Community Sports Centre  
For the Year Ended 31 January 2021

I report on the accounts of the charity for the Year Ended 31 January 2021, which are set out on pages 4 to 11.

**Respective responsibilities of trustees and examiner**

The charity's trustee is responsible for the preparation of the accounts. The charity's trustee considers that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145 (5)(b) of the 2011 Act, and
- 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 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.



Rachel Hall  
R S Hall and Co  
27 Belle Meade Close  
Woodgate  
Chichester  
West Sussex  
PO20 3YD

Date: 18 August 2021