

**Registered Charity No. 285285**

**THE PRIMARY CLUB**  
**REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

# THE PRIMARY CLUB

## ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

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## **THE PRIMARY CLUB**

### **ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

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#### **Report of the Trustees**

The Trustees present their annual report and financial statements for the year ended 31 March 2021. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard (FRS102) applicable in the UK and Republic of Ireland (effective 1 January 2019).

#### **Objectives and Activities for the public benefit**

The Primary Club ("the Club") exists to provide for the sporting and recreational needs of the blind and partially sighted throughout the UK. Most of the Club's income comes from members' donations supplemented by legacies and is used to support a wide variety of projects. The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Club's aims and objectives and in planning its future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives which they have set.

The Trustees have full discretion over which projects will be supported. In exercising that discretion, they have regard to the following criteria:

- All projects must relate clearly to the sporting and/or recreational needs of the blind and partially sighted.
- The Trustees generally prefer to support 'grass roots' and 'start up' activities rather than, for example, international teams of visually impaired sportsmen and women.
- The Trustees generally prefer to fund the whole of the cost of a project, even where this is spread across two or more years, rather than to be one of a number of contributors.
- The Trustees generally prefer to support running costs or the purchase of equipment, as distinct from items which will significantly increase the recipient's long-term asset base.
- While there is no geographical limitation to the support which can be provided anywhere within the UK, the Trustees are keen to encourage applications from clubs and schools in Scotland, Wales and Northern Ireland which are under-represented at the moment.

The Trustees give their time voluntarily to help meet the objectives of the Club. They receive no remuneration or expenses.

#### **Monitoring achievement**

The Club's success is evaluated by measuring the proportion of total income which is devoted to grant making activities and the number and amount of grants made in each year. However, because income is derived overwhelmingly from donations and legacies which are by their nature unpredictable, it is not appropriate to set targets against which overall financial performance can be monitored. The Trustees review each grant application in detail and ask recipients to provide evidence of how past grants have been used. They report their general conclusions to members in the annual newsletter, which includes appropriate 'case studies', as well as via the Club's website.

#### **Business and Financial Review**

The results for the year are set out on page 6 of the accounts. The Trustees consider the state of affairs of the Club to be satisfactory.

## **THE PRIMARY CLUB**

### **ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

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#### **Business and Financial Review (continued)**

The Club's principal funding sources are currently membership subscriptions and donations, supplemented by legacies. All funds are kept in current accounts and interest-bearing deposits. In principle, and subject to suitable applications for support being received, the Trustees aim to distribute the regular income received each year and not to maintain reserves beyond what is needed for administration. However, because legacy income is unpredictable, the Trustees have formulated a policy of retaining a proportion of any substantial legacies received and distributing this over a period in order to avoid excessive fluctuations in the support which the Club is able to provide. Under current accounting practice, this will result in surpluses being reported in those years when substantial legacy income is recognised, followed by deficits in the years when it is used to augment the distribution of regular income.

Due to the impact of COVID-19 on sport and recreation generally, the Trustees did not receive the usual number or level of grant requests, with the result that a much higher than normal surplus has arisen during the year. The Trustees have carefully considered their response to this unprecedented situation and have come to the conclusion that the surplus should be treated consistently with the policy described above. The Trustees consider that, when VI sport eventually resumes, there will be a greater need than ever for the Club's funding and that this prudent approach will enable them to respond appropriately.

Accordingly, net grants of almost £37,000 were awarded in support of a wide range of charitable projects and activities. A full list of grants approved during the year is set out in note 10 to the accounts.

In the previous year, the Trustees took advantage of the available audit exemption and to have the accounts independently examined instead. This resulted in a significant cost saving and the Trustees have decided to continue with this change.

#### **Plans for Future Periods**

The Trustees aim to continue the Club's promotional and fundraising activities and to broaden the geographical range of organisations which it supports, consistent with the general policy described above.

#### **Structure, Governance and Management**

The Club is an unincorporated association, governed by a set of rules last amended on 20 February 2006 and is a registered charity number 285285. The officers of the Club and the other Trustees are appointed by a majority resolution of the Trustees and may be removed by a similar such resolution. Induction for new Trustees is achieved through attendance at Trustee meetings prior to appointment and through discussion with individual officers.

At the annual Trustees' meeting, the Trustees agree the broad strategy and areas of activity of the Club and consider applications for grants in the context of agreed criteria and current financial projections. The day to day administration of the Club and the processing and handling of grant applications prior to consideration by the Trustees is delegated to the Hon Secretary and the Hon Treasurer.

#### **Risk Management**

The Trustees have considered the major risks to which the Club is exposed and have established systems and procedures (including documentation and financial controls) which they deem appropriate to the size, prominence and financial standing of the Club.

#### **Key management personnel remuneration**

The Trustees consider the Board of Trustees as comprising the key management personnel of the Club in charge of directing and controlling the charity and running and operating the Club on a day to day basis. All Trustees give their time freely and no trustee remuneration was paid in the year. Details of trustee expenses and related party transactions are disclosed in note 3 to the accounts.

## THE PRIMARY CLUB

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

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#### Legal and Administrative Information

##### Patron

Derek Underwood MBE

##### Trustees

The Trustees who served during the year were as follows: -

Chris Larlham, Honorary Secretary

Ross Midgley, Honorary Treasurer

Warwick Armstrong

Peter Baxter

Mike Brace CBE

Andrew Dixon

Paul Doyle

Lydia Greenway

Euan Spence

John Stern

Adrian Thomas

Independent Examiner

Andrew Croxford CA  
Thomson Cooper  
3 Castle Court  
Carnegie Campus  
Dunfermline  
KY11 8PB

Bankers

Barclays Bank PLC  
12A Market Place  
Saffron Walden  
CB10 1HR

Principal Office

PO Box 12121  
Saffron Walden  
Essex  
CB10 2ZF

Charity Registration Number

285285

## THE PRIMARY CLUB

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

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#### Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year which give a true and fair view of state of affairs of the charity and of its incoming resources and application of resources for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements,
- prepare the accounts on the going concern basis unless it is inappropriate to assume that the charity will continue on that basis.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the accounts comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the provisions of the Club rules. The Trustees 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.

Approved by the Trustees on 28 May 2021 and signed on their behalf by:

(sgd) C Larlham

Chris Larlham  
Honorary Secretary

## THE PRIMARY CLUB

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PRIMARY CLUB

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I report to the trustees on my examination of the accounts of The Primary Club for the year ended 31 March 2021.

#### **Responsibilities and basis of report**

As the charity trustees of The Primary Club 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 Primary Club'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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of The Primary Club as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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: (sgd) A Croxford

Name: Andrew Croxford

Relevant professional qualification or membership of professional bodies: Member of the Institute of Chartered Accountants of Scotland

Address: Thomson Cooper  
3 Castle Court  
Dunfermline  
Fife  
KY11 8PB

28 May 2021

## THE PRIMARY CLUB

### STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted Funds 2021 £	Unrestricted Funds 2020 £
<b>Income</b>			
<b><i>Donations</i></b>			
Joining subscriptions and members' regular donations		107,216	104,697
Substantial non-recurring donations and legacies		-	4,059
Tax claim under Gift Aid		22,756	21,310
<b><i>Activities for generating funds</i></b>			
Sales of merchandise		6,105	6,223
Fundraising events		-	-
<b><i>Investment income</i></b>			
Interest receivable		64	180
<b>Total Income</b>		<b>136,141</b>	<b>136,469</b>
<b>Expenditure</b>			
<b><i>Costs of raising funds</i></b>			
Cost of ties and brooches		1,262	1,461
Cost of merchandise sold		3,900	4,329
Publicity and administration		10,247	10,514
<b><i>Expenditure on Charitable activities</i></b>			
Grants awarded	10	36,697	136,962
<b>Total Expenditure</b>		<b>52,106</b>	<b>153,266</b>
Net expenditure and net movement in funds		84,035	(16,797)
<b>Reconciliation of funds</b>			
Total funds brought forward		18,521	35,318
Total funds carried forward		<b>102,556</b>	<b>18,521</b>

The Statement of Financial Activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities and relate solely to unrestricted funds.

The notes on pages 8 to 11 form part of these accounts.



## THE PRIMARY CLUB

### BALANCE SHEET AS AT 31 MARCH 2021

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	Notes	2021 £	2020 £
<b>Current Assets</b>			
Stock	6	2,666	2,380
Debtors	7	6,367	11,329
Cash at bank		94,843	15,782
		<hr/>	<hr/>
		103,876	29,491
<b>Creditors:</b> Amounts falling due within one year	8	<hr/> 1,320	<hr/> 10,970
<b>Net Assets</b>		<hr/> 102,556	<hr/> 18,521
<b>Funds</b>			
Unrestricted funds	9	<hr/> <hr/> 102,556	<hr/> <hr/> 18,521

The accounts were approved by the Trustees on 28 May 2021 and signed on their behalf by:

\_\_\_\_(sgd) R Midgley\_\_\_\_ Ross Midgley FCA  
Honorary Treasurer

The notes on pages 8 to 11 form part of these accounts.

## THE PRIMARY CLUB

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

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#### 1. Accounting Policies

a) *Basis of preparation and assessment of going concern*

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) (effective 1 January 2019) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern. The Trustees have considered a period of twelve months from the date of approval of the accounts.

b) *Fund Accounting*

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal. The charity currently holds no restricted funds.

c) *Income*

All incoming resources are recognised in the year to which they relate, when there is sufficient evidence to provide the necessary certainty that the income will be received and the value of the incoming resources can be measured with sufficient reliability.

d) *Expenses*

Expenditure is recognised on an accruals basis as a liability is incurred.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

Grants payable are payments made to third parties in the furtherance of the charitable objectives of the charity. They are accounted for when the recipient has a reasonable expectation that they will receive the grant and the Trustees have agreed to pay the grant without condition.

## THE PRIMARY CLUB

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

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#### 2. Taxation

As the charity is recognised by the Inland Revenue there is no liability to taxation.

#### 3. Trustee Remuneration and Related Party Transactions

None of the Trustees received remuneration during the year (2020 – nil).

#### 4. Net Outgoing Resources

	2021 £	2020 £
Net outgoing resources for the year is stated after charging:		
Independent Examiner's Remuneration	1,320	1,320

#### 5. Analysis of Expenditure on Charitable Activities

	Basis of Allocation	Provision of Core Objectives £	Governance £	2021 £	2020 £
Cost of ties & brooches sold	Direct	1,262	-	1,262	1,461
Cost of merchandise sold	Direct	3,900	-	3,900	4,329
Publicity and administration	Direct	-	10,247	10,247	10,514
Grants	Direct	36,697	-	36,697	136,962
		41,859	10,247	52,106	153,266

All grants paid are institutional, with none paid to individuals. An analysis of amounts paid is included in Note 10.

#### 6. Stock

	2021 £	2020 £
Ties & brooches	1,860	1,424
Merchandise for sale to members	806	956
	2,666	2,380

## THE PRIMARY CLUB

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

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#### 7. Debtors

	2021 £	2020 £
Tax recoverable under Gift Aid	4,286	4,274
Legacies	2,081	3,700
Prepayments and Accrued Income	-	3,355
	<u>6,367</u>	<u>11,329</u>

#### 8. Creditors: Amounts Falling Due within One Year

	2021 £	2020 £
Grants payable	-	9,650
Accruals and deferred income	1,320	1,320
	<u>1,320</u>	<u>10,970</u>

#### 9. Unrestricted Funds

	£
At 1 April 2020	18,521
Movement in funds for the year	<u>84,035</u>
At 31 March 2021	<u>102,556</u>

## THE PRIMARY CLUB

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

#### 10. Grants approved

		2021 £	2020 £
Beneficiary	Purpose of grant		
Berkshire County Blind Society (Berkshire Stags VICC)	Season expenses	1,500	3,000
Birmingham Goalball Club	Goalball	3,000	-
Birmingham Sports Club	Futsal and goalball	-	6,000
Blind Cricket England & Wales	Equipment and development programme and women's VI team	-	10,500
Bradford & District VICC	Season expenses	1,000	3,000
Braille Chess Association	Chess sets and clocks	3,000	-
British Blind Sport	Various including knockout cup	2,400	8,980
Cambridge Dons	Goalball expenses	2,000	2,000
Cheshire Cobras VICC	Season expenses	-	3,000
Croydon Vision	'Fit & Fun' programme	1,300	-
Derbyshire Association for the Blind	Swimming and tenpin bowling	-	5,000
Derbyshire Owls VICC	Season expenses	-	3,000
Devon Bowling and Social Club	Season expenses	1,500	2,500
Devon Devils Bowling Club	Start up and season expenses	-	2,500
Dorset Dolphins VICC	Season expenses	-	3,000
Durham VICC	Season expenses	2,000	3,000
English Blind Golf Association	Matchplay championship	-	3,000
Gloucestershire VICC	Season expenses	-	3,000
Hampshire VICC	Season expenses	-	3,000
Kent Spitfires VICC	Season expenses	-	3,000
Lancashire Lions VICC	Season expenses and goalball	1,000	4,300
London Futsal Club	Season expenses	-	2,562
London Sports Club	Swimming	500	1,000
Merton Sports & Social Club	Hall hire and insurance	1,000	1,850
Metro	Season expenses for two teams	-	6,000
National Blind Tenpin Bowling Assoc.	Winter Trios League	-	2,500
Northants Steelbacks VICC	Season expenses	175	3,000
North West Scorpions FC	Season expenses	-	3,000
Open Country	Helmets, rear lights and tabards	2,000	1,700
Partially Sighted Football League	Tournament expenses	-	3,500
Recreational Club for the Blind	Transport for rambling weekends	1,500	-
Royal National College, Hereford	Return of funding	(2,353)	2,670
SAVI Northwest	Venue hire and equipment	2,500	3,000
Scottish Blind Golf Society	Strokeplay Championship	-	2,000
Seashell Trust	Trampoline	5,000	-
Somerset VICC	Season expenses	150	3,000
Staffs Wolves VICC	Season expenses	-	3,000
Surrey VICC	Season expenses	325	3,000
Sussex Sharks VICC	Season expenses	-	3,000
Tandeming Together	Tandem purchase and expenses	3,600	2,800
Taunton Deane VI Bowls	Season expenses and equipment	-	2,000
VIB Somerset	Bowling Club season expenses	-	2,000
Vision4Growth	Tennis tournament	-	1,300
Vision of Adventure	Rock climbing weekend	-	1,300
Wavertree CC	Season expenses	1,600	3,000
West Glamorgan Sports Club	Tournament expenses	1,500	2,000
Worcs Elizabethans VICC	Season expenses	-	3,000
Yorkshire VICC	Season expenses	500	3,000
		36,697	136,962

**THE PRIMARY CLUB**

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2021**

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**10. Grants approved (continued)**

**Analysis of movement in grant creditor**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Grants payable at the beginning of the year	9,650	21,930
Adjustments to grants approved in previous year	(2,353)	-
New grants approved during the year	39,050	136,962
Grants paid during the year	<u>(46,347)</u>	<u>(149,242)</u>
Grants payable at the end of the year (Note 8)	<u>-</u>	<u>9,650</u>

## THE PRIMARY CLUB

### DETAILED INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

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	2021 £	2020 £
<b><u>Income</u></b>		
Joining subscriptions and members' regular donations	107,216	104,697
Substantial non-recurring donations and legacies	-	4,059
Tax claim under Gift Aid	22,756	21,310
Sales of merchandise	6,105	6,223
Fundraising events	-	-
Interest receivable	64	180
	<hr/> 136,141	<hr/> 136,469
<b><u>Expenses</u></b>		
Cost of ties and brooches	1,262	1,461
Cost of merchandise sold	3,900	4,329
Members' newsletter	6,262	6,478
Administrative costs	1,611	984
Independent Examination	1,320	1,460
Bank and collection charges	1,054	1,592
	<hr/> 15,409	<hr/> 16,304
Surplus before grants	120,732	120,165
Grants, net of adjustments for prior years	<hr/> 36,697	<hr/> 136,962
Surplus / (Deficit) for the year	<hr/> 84,035	<hr/> (16,797)