

# Meapa Gymnastics Club



Annual General Meeting: 21<sup>st</sup> November 2022

## Chairman's Report

### Reflections on the past year

As I complete my 5<sup>th</sup> year as Meapa Chairman, it is with immense pride and gratitude that I reflect on the incredible development and growth of the club and the incredible accomplishments of our staff and members.

It's easy to take for granted where we are today and we tend to dwell on the challenge of the day, week or month so it's important to reflect on the significance of the change that we have made as a club over the past 5 years; moving from a small club with very limited resources and facilities to a large multi-premise business with world class facilities – and all this with a major global pandemic to navigate along the way.

The last year, following the world returning to a new normal after the pandemic, has seen our extended facilities in Rochester being used to their full potential for the first time since they were built, with membership at an all-time high and continued huge demand and waiting lists of over 600 hopeful members between our two locations.

Our gymnastics for all (GFA) programme, the backbone of any gymnastic club, is up to capacity and we are working to continuously improve and expand our development channels across all disciplines to feed our future squads

This year, the club was also back to hosting competitions at our Rochester facility including the Meapa Championships which was open to all our gymnasts with over 450 competing and The Meapa Invitational which attracted 12 other clubs in the area with over 300 gymnasts competing. We also hosted events for Kent Gymnastics and are the centre of choice for regional training thanks to our first-class capabilities.

### **Executive Committee**

Firstly, I'd like to express my sincere gratitude to the entire committee for their incredible commitment, passion and hard work this year.

The Meapa committee operates with a mixture of staff and volunteers, but the work of the committee is unpaid for everyone which is a significant contribution to the club and our members.

As the club has grown over the past few years, so has the effort and impact of the executive committee. We have spent an enormous amount of time and effort running what has become a substantial business. As we look ahead, we plan to review the role and capacity of the committee to ensure it remains focused, independent and not too much of a burden to its members.

### **Business Update**

Meapa's membership and revenue is greater than ever and we continue to grow. Our costs have increased to support this but we are maintaining a watchful eye on cashflow to ensure that our business is sustainable, offering the most cost-effective membership options possible without putting our future at risk.

Following the inevitable impact of Covid 19 and the significant investment we made in our incredible Rochester facility over the past two years, we had been running at a loss. We were able to turn that around earlier this year, breaking even and then slowly moving into a positive cashflow position later in the year.

The club continues to meet its objective to run as efficiently as possible as a non profit organisation. We continue to apply any surplus revenue to improve the club and members' facilities. More on this later in my report.

This year we saw a record number of our coaches attending formal training and achieving higher certification. This is incredibly important to attract and retain the best coaches in the area and to offer career progression and personal development for our staff at all levels. The club is happy to fund this training and invest in our people to deliver the best experiences we can for our members.

Finally, the committee agreed to freeze costs for the majority of our members this year. We recognise that the UK and large parts of the world are suffering the impact of an economic slowdown and we are doing our best to ensure that we can continue to offer affordable services for our members.

### **Gymnastic Performance**

What an amazing year for Meapa Gymnasts! The Club has celebrated some incredible achievements this year. Here are some highlights:

- We have 8 gymnasts representing our county in the Kent Squad
- We have 15 gymnasts representing our region in the South East Squad
- We had 4 gymnasts who progressed through to National Finals, included a top 6 finish!
- There were 3 gymnasts who competed at the British Championships in March
- 6th place finish at British Teams event – next year aim to have 2 teams
- 1st Regionals – 9 overall medals
- 2nd Regionals – 5 overall medals
- We have our first England Squad member

### **Looking Ahead**

We are experiencing the best period of success for British Gymnastics that there has even been. Our senior teams are making history at the highest levels in the sport and there is real excitement, optimism and momentum in the gymnastic community.

Our forward plan is to continue to invest in our facilities and staff and position Meapa to become one of the leading gymnastics club in the country, enabling gymnasts at all levels to achieve the very best that they can.

We are close to renewing our long-term lease on our Gravesend facility and have been investing heavily in that location, using the last of our savings and some newly raised funds to completely refit and renew those premises up to the quality levels of Rochester – a substantial but important investment for our Gravesend members that will dramatically improve our members' experiences there.

Meapa has all the foundations to add to the long-term success of British Gymnastics on the world stage. We have incredible facilities, passionate, highly qualified and experienced coaching staff and a business model that is sustainable and accessible for talented gymnasts at all levels.

I'd like for us to do this without compromising on our "small club" principles of providing a safe, friendly and inclusive experience for all of our members.

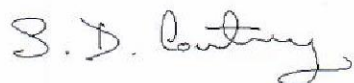
### **In Closing**

Thank you again to the amazing Meapa team of coaches, committee, support staff, volunteers, fund raisers and business partners.

We have had an extraordinary year of gymnastic achievement and business growth.

Thankyou to all of our gymnasts for their dedication and hard work and to those who have supported them in their journeys.

Let's make this next year even bigger and better at Meapa Gymnastics!



Chairman of the executive committee: Meapa Gymnastics Club

**Address: Medway Valley Park, Unit B5-B6, Saxon Place, Rochester, ME2 2NW**

**Tel: 01474 333 299**

**Website: [themeapa.com](http://themeapa.com)**

**Reg. Charity: 286732**



## **Treasurer Report AGM 21/11/22**

The Accounts for 2020/21 have been prepared by Sindy Baker.

The Accounts are being independently assessed by A4G Amherst Limited prior to submission to the Charities Commission.

### **Significant Purchases:**

Due to the club recovering from the Covid pandemic in 2021 no major purchases were made apart from:

- Lovebite Vending – Vending machines for Rochester facility £5,107.20 – July 21.
- Squad Leotards – New squad leotards July 21 - £7118.26.

### **Income:**

Income has increased by 49.98% to the prior year. Despite COVID and closures periodically throughout the start of 2021 the Meapa managed to secure COVID grants from:

- Medway County Council
- Gravesham Borough Council
- British Gymnastics SE Region
- Kent Gymnastics

70k of our income in 2020/21 was due to these successful grants. Plus further furlough grants to support our staff during COVID.

### **Amazon Smile:**

Donations generated by Amazon smile since this began in Dec 21 is £299.93. Currently have 47 members donating which is great!

### **Expenditure:**

The main expenditure during year ending August 2021 was limited to the general running of the two facilities, ie staff, rent, gas, water and electricity, this was due to COVID closures between Sept 2020 to March 2021.

### **Employment:**

BrightPay Payroll software is used for monthly payroll submissions this is linked directly with HMRC and we are looking to move the manual time sheets to an online, more user friendly, paperless version in 2022.

Despite COVID, The Meapa managed to retain all employees with the assistance of the Governments furlough scheme up to March 2021. We currently have 19 members of staff on the payroll, which is an increase across the year since the prior AGM. This was to improve coaching at all levels and management to accommodate both venues and new

classes. All employees have been offered to join a Pension plan to coincide with the Auto Enrolment staging date and requirements.

We have 4 other members of self-employed staff who coach/work elsewhere as well as the Meapa, and 15 others who are either trainees or work elsewhere or who work voluntarily and claim expenses.

**Balances:**

All current invoices received to date have been paid. The current bank account balances at 21/11/22 are £60,787.83.

**Summary:**

Despite the COVID pandemic still lingering into 2021 the Meapa have returned with strong numbers going into 2022 and are keen to continue to increase classes and numbers to enable as many children as possible be able to enjoy the sport without jeopardising the class numbers and coaching. Regardless the Meapa cash flow forecast for the coming year shows, with its current member level and income expectations, sustainability.

2022 has seen the Meapa raise enough funds to refurb our Gravesend facility too, which is amazing!

**Treasurer Position**

I have been Treasurer for The Meapa since 10/10/2016 when voted in by the EMC. I am a qualified book-keeper with the Institute of Certified Book-keepers and have been since 1998 running my own successful book-keeping practice.

I have moved the accounts over on to Sage Line 50 Accounting Software and BrightPay payroll and work alongside the accountants A4G Amherst Limited to audit the accounts annually prior to submission.

Signed:



**Sandy Baker**

**Treasurer for Meapa Gymnastic Club.**

The Meapa Gymnastics Centre,  
Cedar Avenue,  
Gravesend,  
Kent,  
DA12 5JT

13 June 2022

**Independent Statement of Accounts of 'The Meapa' registered charity for the year ended 31 August 2021**

We have assessed the financial statements of 'The Meapa' for the year ended 31 August 2021. The figures assessed reflect the gross income and total expenditure details for the period.

***Responsibility of the Members of the Charity and Accountants.***

It is the responsibility of the members of the charity to keep proper accounting records and the responsibility of the Accountants to report an opinion as to whether the financial statements give a true and fair view of the affairs of the charity.

***Basis of opinion.***

The assessment consisted of an independent examination of the accounting figures for 'The Meapa' for the year ended 31 August 2021.

***Opinion.***

It is our opinion that the financial statements give a true and fair view of the affairs of the charity for the year ended 31 August 2021.

**Amherst Accountancy Limited**  
Company Number 04169517

**Amherst Accountancy Limited**

Date: 06/06/2023

Time: 18:02:10

**The Meapa**  
**Period Trial Balance**

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To Period: Month 12, August 2021

<u>N/C</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>
0010	Property	400,000.00	
0011	Property Depreciation		320,000.00
0012	Property Improvements	4,900.00	
0013	Property Improvements Depreciation		2,522.92
0030	Equipment	45,735.28	
0031	Equipment Depreciation		27,265.40
1100	Debtors Control Account	6,544.00	
1103	Prepayments	75,561.92	
1105	Accrued Income	484.00	
1200	Treasurer Account - 91074148 - 40-22-20	31,043.51	
1205	Property Account - 71552600 - 40-22-20	1,490.43	
1210	Fundraising Account - 31652516 -	71,664.41	
1220	Business Money Manager - 31752456 -	1.76	
2100	Creditors Control Account		3,146.59
2109	Accruals		3,280.00
2210	P.A.Y.E.		5,052.49
2220	Net Wages	12.41	
2230	Pension Fund		982.46
2299	Intercompany Loan Account - Meapa Ltd	395,003.92	
2300	Loans		13,000.00
3200	Funds		792,977.40
4000	Donations Received		2,285.50
4002	Fees / Memberships		373,490.90
4003	Sale of Merchandise		2,011.02
4100	Grants		70,064.15
4800	Other Income		40.00
4901	Gym Hire		47,795.00
4950	Sale of Assets		330.00
6100	Fund Raising Expenses	675.95	
6101	Advertising	4,452.78	
7000	Rent	132,816.72	
7002	Water Rates	614.20	
7003	General Rates	16,812.46	
7103	Premises Service Charges	8,125.63	
7104	Premises Insurance	8,868.33	
7105	Electricity	4,389.02	
7106	Gas	4,287.75	
7200	Travelling	1,252.20	
7201	Car Hire	105.00	
7206	Subsistence	86.30	
7301	Postage and Carriage	396.33	
7302	Office Stationery	780.15	
7350	Telephone and Fax	3,249.85	
7351	Internet / Web	750.92	
7352	Computer and Software	896.25	
7397	Staff Clothing	1,086.04	
7398	Merchandise	10,202.69	
7399	General Equipment	2,404.72	
7400	Gym Equipment	893.45	
7401	Equipment Hire	34,705.65	
7402	Equipment Repairs & Maintenance	4.99	
7450	Competitions / Trials	1,723.00	

Date: 06/06/2023

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**The Meapa**  
**Period Trial Balance**

Page: 2

To Period: Month 12, August 2021

<u>N/C</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>
7499	Premises Security	1,248.75	
7500	Health & Safety	1,331.72	
7501	Cleaning	7,179.01	
7503	Premises Expenses	607.26	
7603	DBS Coach Checks	545.00	
7604	BG Insurance & Membership Fees	20,985.95	
7605	Other Membership/Affiliation Fees	5.00	
7606	Sundry Expenses	1,596.57	
7700	Bank Interest Paid		3.87
7701	Bank Charges	2.49	
7800	Gross Wages	176,723.62	
7803	General Manager Fees	21,769.55	
7804	Coaching Fees	54,477.39	
7805	Finance / Admin Fees	5,929.07	
7806	Employers NI	10,446.84	
7807	Employers Pensions	3,428.17	
7809	Coaches Training / Courses	1,254.51	
7810	SMP Reclaimed		3,477.60
7902	Accountancy Fees	652.00	
7904	Professional Fees	262.49	
8004	Equipment Depreciation	6,120.39	
8005	Property Improvement Depreciation	81,137.50	
<b>Totals:</b>		<u>1,667,725.30</u>	<u>1,667,725.30</u>

Date: 06/06/2023  
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**The Meapa**  
**Profit and Loss**

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From: Month 12, August 2021  
To: Month 12, August 2021

**Chart of Accounts:**

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
<b>Sales</b>			
Donations	41.34	2,285.50	
Fees / Memberships	52,033.26	375,501.92	
Grants	0.00	70,064.15	
Other Income	0.00	40.00	
Gym Hire	9,628.00	47,795.00	
Sale of Assets	0.00	330.00	
Bank Interest Paid	0.35	3.87	
	61,702.95	496,020.44	
<b>Purchases</b>			
	0.00	0.00	
<b>Direct Expenses</b>			
Cost of Fund Generation - Fund Raising	41.00	675.95	
Advertising	0.00	4,452.78	
	41.00	5,128.73	
<b>Gross Profit/(Loss):</b>	<u>61,661.95</u>	<u>490,891.71</u>	
<b>Overheads</b>			
Support Costs - Rent and Rates	(18,013.66)	150,243.38	
Support Costs - Service Charge & Insurance	(582.31)	16,993.96	
Support Costs - Heat, Light and Power	608.06	8,676.77	
Support Costs - Travelling Expenses	130.50	1,443.50	
Support Costs - Printing and Stationery	49.92	1,176.48	
Support Costs - Telephone and Computer	645.59	4,897.02	
Support Costs - Competition / Trials	75.00	1,723.00	
Support Costs - Staff Clothing	30.90	1,086.04	
Support Costs - Merchandise	431.22	10,202.69	
Support Costs - Equipment	407.01	3,298.17	
Support Costs - Equipment Hire and Rental	34,705.65	34,705.65	
Support Costs - Equipment Repairs &	0.00	4.99	
Support Costs - Security & Maintenance	838.55	10,366.74	
Support Costs - Coaching DBS Checks	240.00	545.00	
Support Costs - BG Insurance & Membership	1,425.00	20,985.95	
Support Costs - Other Membership/Affiliation	0.00	5.00	
Support Costs - General Expenses	75.00	1,596.57	
Management & Admin - Bank Charges and	2.49	2.49	
Management & Admin - Gross Wages	41,459.63	270,551.55	
Management & Admin - Professional Fees	914.49	914.49	
Management & Admin - Depreciation	87,257.89	87,257.89	
	150,700.93	626,677.33	
<b>Net Profit/(Loss):</b>	<u>(89,038.98)</u>	<u>(135,785.62)</u>	

Date: 06/06/2023  
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**The Meapa**  
**Balance Sheet**

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From: Month 12, August 2021  
To: Month 12, August 2021

**Chart of Accounts:**

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
<b>Fixed Assets</b>			
Property	(81,137.50)	82,377.08	
Equipment	(6,120.39)	18,469.88	
	(87,257.89)		100,846.96
<b>Current Assets</b>			
Debtors	5,168.00	6,544.00	
Prepayments	74,995.92	76,045.92	
Property A/c	320.43	1,490.43	
Fundraising A/c	0.00	71,664.41	
Business Money Manager A/c	(19,999.65)	1.76	
Treasurer A/c	13,471.41	31,043.51	
Intercompany Loan Account	0.00	395,003.92	
	73,956.11		581,793.95
<b>Current Liabilities</b>			
Creditors : Short Term	2,914.20	3,146.59	
Accruals	2,232.00	3,280.00	
Payroll Taxation	113.09	5,052.49	
Wages	(91.14)	970.05	
Intercompany Loan Account	91,852.05	0.00	
	97,020.20		12,449.13
<b>Current Assets less Current Liabilities:</b>	(23,064.09)		569,344.82
<b>Total Assets less Current Liabilities:</b>	(110,321.98)		670,191.78
<b>Long Term Liabilities</b>			
Creditors : Long Term	0.00	13,000.00	
	0.00		13,000.00
<b>Total Assets less Total Liabilities:</b>	(110,321.98)		657,191.78
<b>Capital &amp; Reserves</b>			
Funds	(21,283.00)	792,977.40	
P & L Account	(89,038.98)	(135,785.62)	
	(110,321.98)		657,191.78

**Income & Expenditure comparison for The Meapa**

Income	2021	2020	% increase / decrease to prior year
Fees/Memberships	£ 375,541.92	£ 267,093.58	
Bank Interest	£ 3.87	£ 473.41	
Grant	£ 70,064.15	£ 30,000.00	
Fundraising Income	£ 2,285.50	£ 14,507.05	
Gym Hire	£ 47,795.00	£ 18,650.50	
Sale of Equipment	£ 330.00	£ -	
	<b>£ 496,020.44</b>	<b>£ 330,724.54</b>	<b>49.98</b> increment to prior yr
Fund Raising Expenditure	£ 675.95	£ 8,078.56	
Advertising	£ 4,452.78	£ 103.68	
Rent & Rates	£ 150,243.38	£ 84,329.51	
Heat, Light, Power	£ 8,676.77	£ 9,798.41	
Premises Service Chg	£ 8,125.63	£ 6,047.34	
Premises Insurance	£ 8,868.33	£ 4,809.33	
Printing & Stationery	£ 1,176.48	£ 1,124.65	
Telephone & Computer	£ 4,897.02	£ 2,118.95	
Competition & Trials	£ 1,723.00	£ 6,187.00	
Merchandise	£ 10,202.69	£ 2,185.63	
Equipment + Equipment R&M	£ 3,303.16	£ 2,642.76	
Equipment Hire	£ 34,705.65	£ 30,283.00	
Security & Maintenance	£ 10,366.74	£ 6,591.28	
Coaching Checks	£ 545.00	£ 155.00	
BG Insurance & Membership	£ 20,985.95	£ 17,364.05	
Other Membership/Affiliation	£ 5.00	£ 37.00	
Gym Extension Project	£ -	£ -	
Bank Charges	£ 2.49	£ 4.54	
Employment/Coaching Fees & Exp	£ 267,152.02	£ 178,357.17	
Finance / Admin Fees	£ 5,929.07	£ 7,525.87	
Legal & Professional Fee	£ 914.49	£ 600.00	
HMRC Late Pyl Interest	£ -	£ -	
Depreciation	£ 87,257.89	£ 86,543.83	
Misc Expenses	£ 1,596.57	£ 71.80	
	<b>£ 631,806.06</b>	<b>£ 454,959.36</b>	<b>38.87</b> increment to prior yr
	<b>-£ 135,785.62</b>	<b>-£ 124,234.82</b>	<b>Profit Margin up 10.19%</b>
			<b>Profit Margin -37.56%</b>

**Balance Sheet comparison for The Meapa 2020 to 2021**

<b>Fixed Assets</b>	<b>2021</b>	<b>2020</b>
Premises	£ 80,000.00	£ 160,000.00
Premises Improvement	£ 2,377.08	£ 2,114.58
Equipment	£ 18,469.88	£ 13,788.61
	<b>£ 100,846.96</b>	<b>£ 175,903.19</b>
<b>Current Assets</b>		
Debtors	£ 6,544.00	£ 3,810.15
Prepayments	£ 75,561.92	£ 40,925.32
Accrued Income	£ 484.00	£ -
Bank Accounts	£ 104,200.11	£ 103,505.59
Cash	£ -	£ 14.58
Intercompany Loan a/c	£ 395,003.92	£ 508,956.96
	<b>£ 581,793.95</b>	<b>£ 657,212.60</b>
<b>Current Liabilities</b>		
Creditors	£ 3,146.59	£ 1,172.45
Accruals	£ 3,280.00	£ 4,012.12
PAYE / Pension Fund	£ 6,022.54	£ 670.82
Intercompany Loan a/c	£ -	£ -
<b>Total Assets Less Liabilities</b>	<b>£ 12,449.13</b>	<b>£ 5,855.39</b>
<b>Long Term Liabilities</b>		
Creditors: Long Term	£ 13,000.00	£ 13,000.00
	£ 657,191.78	£ 814,260.40
<b>Funds of the Charity</b>		
Unrestricted Funds		
Designated Funds	£ 792,977.40	£ 917,212.22
Restricted Funds		
P&L	-£ 135,785.62	-£ 102,951.82
	<b>£ 657,191.78</b>	<b>£ 814,260.40</b>