

# **SAXMUNDHAM SPORTS AND RECREATIONAL CLUB**

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31st DECEMBER 2021**

**REGISTERED CHARITY NUMBER**

**287624**

**Saxmundham Sports and Recreational Club**  
**Annual Report and Financial Statements**  
**For The Year Ended 31st December 2021**

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**Saxmundham Sports and Recreational Club**  
**TRUST INFORMATION**  
**FOR THE YEAR ENDED 31st DECEMBER 2021**

REGISTERED CHARITY NUMBER	287624
REGISTERED OFFICE	Carlton Park Saxmundham Suffolk IP17 1AT
STATUS	Charity governed under Constitution and Rules
TRUSTEES	Sir Peter Batho, Bt Mrs S. Grimwood Mr R. Skinner
COMMITTEE OF MANAGEMENT	
President	Sir Peter Batho, Bt
Chairman	G. Merfield
Vice Chairman	
Acting Secretary	D. Threadkell
Membership Secretary	
Treasurer	Sir Peter Batho, Bt
Caravan Warden	D. Threadkell
Groundsman	
Members	Mrs P. White M/s J. Chesterfield G. Owston (resigned 31-01-2022) M/s J. Collins G. Butler C. Page C. Poupard (appointed 26-07-2021) Mrs S. Batten (appointed 26-07-2021)
BANKERS	Barclays Bank Plc Woodbridge Branch Suffolk Coastal Group 4 Church Street Woodbridge, Suffolk, IP12 1DJ
INDEPENDENT EXAMINER	H. J. Cochrane ACA 26B High Street Saxmundham Suffolk IP17 1AJ

**Saxmundham Sports and Recreational Club**  
**TRUSTEES REPORT**  
**FOR THE YEAR ENDED 31st DECEMBER 2021**

The Trustees present their report and financial statements for the year ended 31st December, 2021.

**Structure, Governance and Management**

**Governing Documents.**

The Saxmundham Sports & Recreational Club was registered with the Charity Commissioners in September 1983 and is governed by a Constitution and Rules first adopted on the 27th July, 1983, and which were subsequently revised with effect from 24th January, 2005.

**Governance and Management**

The Club is administered by its Trustees and the Management Committee. The Chairmen of the sections are invited to attend quarterly management meetings.

Trustees are appointed and removed by the Club Committee, such appointments being approved at the next Annual General Meeting and shall hold office until death, resignation or removal. The number of Trustees shall not be more than four and not less than two.

The Club Officers of the Management Committee are elected at the Annual General Meeting. Three shall form a quorum and the Chairman shall have the right to a casting vote at all meetings. Any vacancies occurring amongst Club Officers shall be filled by a member co-opted by the Club Committee. If any member of the Club Committee should be absent from three consecutive committee meetings, he or she may be replaced by another member co-opted by the Committee.

**Objectives and activities.**

The objects of the Club are to provide, for the benefit of the inhabitants of Saxmundham and the neighbourhood, without distinction of sex or of political, religious or other opinions, the advancement of education and the provision of facilities, in the interest of social welfare, for the recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The Club's objects accord with this guidance.

All of the different sections of the Club have had successful seasons benefitting both the members themselves and also the public profile of the Club which needs to continually attract new members.

**Achievements and Performance.**

It has been another very difficult year for the Club and for all of the sections due to the Pandemic and the international spread of the Omicron variety of Covid 19 Virus, with the country in lockdown from just after Christmas 2020 to the end of April, although this 'lockdown' was less severe than the previous ones, and did allow a number of the sections to continue with their sporting activities, even though strict rules applied.

The Annual General Meeting for 2020 was finally held on the 26<sup>th</sup> July which was preceded by the Trustee's annual meeting on the 12th of July.

The Government extended the 5% reduced VAT rate for the entertainment industry and that was very helpful to the caravan park, which increased the income of the Club.

Amongst the sections, Tennis played throughout the season with an increased membership and the Trustees are pleased to see that the Coaching and Junior membership are at an all time high. The increase in membership, particularly amongst the juniors, augers well for the future.



**Saxmundham Sports and Recreational Club**  
**TRUSTEES REPORT (continued)**  
**FOR THE YEAR ENDED 31st DECEMBER 2021**

**Achievements and Performance continued**

The Cricket section has suffered badly due to Covid. The 2021 season was played under strict Covid guidance and a drive has started to recruit more junior members. The Football section had a full season and have started the new season with the three girls teams being particularly strong. The Running and fitness section again cancelled their 'Fun Run' in October, but are hopeful of re-introducing it in 2022. The Bowls section had a reduced season in 2021.

Finally, the Trustees of the Club would like to thank the officers of the various sections for the extra effort they have made in what has proved to be another very challenging year, with a special thanks to the Club's Manager, Dale Threadkell, who has kept everything on an even keel.

**Achievements and Performance-Future Activities**

Due to a lack of adequate funding, the future of the GreenCourt pavilion remains on hold while other options are investigated.

**Review of financial position.**

The statement of financial activities shows a net surplus of £6,987 (2020 - £17,705)

**Reserves policy**

The Management Committee have established the policy whereby the unrestricted funds, not committed or invested in tangible fixed assets (the Free Reserves) held by the Charity should be between 6 and 12 months of resources expended. This equates to between £15,000 and £30,000 in general funds. At this level, the management committee feel that they would be able to continue the current activities of the charity, in the event of a significant drop in funding. At a trustees' meeting on 16th March 2017, it was decided that a Future Developments Restricted Reserve should be set up and this was to be applied at the end of the calendar year 2016 and for future years. It was decided that the remaining Free Reserves would be limited to £30,000 and all funds over that would be transferred to Future Development Restricted Reserve. Consequently at the 31st December 2021, the free Reserves amount to £30,000 (2020-£30,000).

**Trustees' responsibilities for the financial statement.**

The Charity's Trustees are responsible for preparing financial statements, for each financial year, which gives a true and fair view of the Charity's incoming resources and application of resources during the year and of its state of affairs at the end of the year. In preparing those financial statements, the Trustees are required to:-

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

The Trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the charity. 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.

Saxmundham Sports and Recreational Club  
TRUSTEES REPORT (continued)  
FOR THE YEAR ENDED 31st DECEMBER 2021

Independent Examiner.

A resolution to re-appoint Hugh Cochrane as independent examiner of the Charity will be submitted at the Annual General Meeting

This report was approved by the Trustees on 23<sup>rd</sup> March, 2022

Peter Batho.

Sir Peter Batho, Bt.

**Saxmundham Sports and Recreational Club**  
**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**  
**FOR THE YEAR ENDED 31st DECEMBER 2021**

I report on the accounts of the Charity for the year ended 31st December 2021, which are set out on pages 8 to 14.

**Respective responsibilities of Committee of Management and examiner**

The charity's Committee of Management consider 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.

It is my responsibility to: -

- 1) examine the accounts under section 145 of the 2011 Act ;
- 2) follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act ; and
- 3) to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

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 you as the Committee of Management 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.

Signature .....  .....

Name .....Hugh James Cochrane.....

Date.....March 2022.....



**Saxmundham Sports and Recreational Club**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR YEAR ENDED 31st DECEMBER 2021**

	Note	2021 £	2020 £
<b>Incoming Resources from Generated Funds</b>			
Voluntary Income	2	1,290	34,288
Activities for generating funds	3	52,373	26,345
Investment Income	4	322	525
Other incoming resources	5	-	-
<b>Total incoming resources</b>		<u>53,985</u>	<u>61,158</u>
<b>Resources Expended</b>			
<b>Costs of generating funds</b>			
Fundraising trading costs	6	35,721	30,330
<b>Charitable Activities</b>	7	10,478	12,067
<b>Governance Costs</b>	8	799	1,056
<b>Total Resources Expended</b>		<u>46,998</u>	<u>43,453</u>
<b>Net Incoming/(Outgoing) Resources</b>		6,987	17,705
<b>Total Funds brought forward</b>		<u>430,857</u>	<u>413,152</u>
<b>Total Funds carried forward</b>		<u>437,844</u>	<u>430,857</u>

The notes form part of these financial statements



**Saxmundham Sports and Recreational Club**  
**BALANCE SHEET AS AT 31st DECEMBER 2021**

	Note	2021 £	2020 £
<b>Fixed Assets</b>	11	308,702	315,650
<b>Current Assets</b>			
Debtors	12	1,060	5,863
Bank community account		8,399	2,045
Ipswich Building Society Bond		91,574	91,255
Bank Business base rate tracker		3	3
Bank Active Saver		28,106	16,104
Cash in hand		-	-
Total Current Assets		129,142	115,270
<b>Creditors:</b>			
Amounts falling due within one year	13	-	63
Net Current assets		129,142	115,207
Total assets less current liabilities		437,844	430,857
 Funds represented by			
Unrestricted funds		30,000	30,000
Designated funds			
- Fixed assets		308,702	315,650
Restricted funds for			
Future Developments		99,142	85,207
		437,844	430,857

Approved by the Trustees of the Charity  
and signed on its behalf by

SARA-ANNE GRIMWOOD

Sara-Anne Grimwood

ROGER ALFRED STANLEY SKINNER

R Skinner

1. **Accounting Policies**

**Basis of Accounting**

The accounts have been prepared on the historical cost convention and for the calendar year 2021 on the receipts and payments basis of accounting.

**Incoming resources**

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity received the income.

No amounts are included in the financial statements for services donated by volunteers.

**Resources expended**

All expenditure is accounted for on a payments basis. Expenditure has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed they are split according to the proportional use basis.

Costs of generating funds includes the costs attributed to the running of the caravan facilities.

Costs of charitable activities are the costs attributed to the maintaining of the remainder of the facilities provided by the charity.

Grants payable are charged in the year when the expenditure has been incurred.

Governance costs are those incurred in connection with the administration of the charity and the compliance with constitutional and statutory requirements.

**Depreciation**

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Improvements to caravan facilities	25% reducing balance
Improvements	25% reducing balance
Tennis court	15% reducing balance
Fixtures and fittings	15% reducing balance
Plant and equipment	15% reducing balance
Caravan –warden's office	15% reducing balance
Tractor	15% reducing balance
Computer	25% straight line

No depreciation is provided on freehold land as the Trustees consider that the lives of these assets are so long and the residual values so high that their depreciation is insignificant. Any permanent diminution in the value of such properties is charged to the Statement of Financial Activities.

**Taxation**

The trust is a charity within the meaning of Section 878 of the ITTOIA 2005. Accordingly the trust is potentially exempt from taxation in respect of income or capital gains received within the categories covered by section 505 of the Taxes Act 1998 as amended by Para 198 of Schedule 1 of ITTOIA 2005 or Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied to exclusively charitable purposes.

# Saxmundham Sports and Recreational Club

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2021

### 2. Voluntary Income

	2021 (£)	2020 (£)
Sections	1,290	1,923
Donations and Grants	-	32,365
	<u>1,290</u>	<u>34,288</u>

### 3. Activities for generating funds

	2021 (£)	2020 (£)
Caravan & Laundry Income	<u>52,373</u>	<u>26,345</u>

### 4. Investment Income

	2021 (£)	2020 (£)
Bank business reserve account interest	3	15
Ipswich Building Society 1 year bond	319	510
	<u>322</u>	<u>525</u>

### 5. Other incoming resources

	2021 (£)	2020 (£)
Other income	<u>-</u>	<u>-</u>

### 6. Fundraising costs

	2021 (£)	2020 (£)
Telephone	56	56
Electricity	5,793	4,529
Water & Sewerage rates & Refuse	5,060	2,614
Insurance	576	564
Ground Work	1,202	1,898
Caravan steward	15,299	15,483
Website costs	79	14
Relief Warden/ Weekend cover	192	135
Pavilion cleaning	248	350
Building repairs and renewals	3,443	629
Plant repairs and renewals	797	1,396
Miscellaneous expenses	636	213
Postage, stationery and advertising	152	3329
Heating Oil	1,154	1,138
Bank charges	202	-
Depreciation	832	982
	<u>35,721</u>	<u>30,330</u>

**7 Charitable activities**

	<b>2021 (£)</b>	<b>2020 (£)</b>
Electricity	644	503
Water & Sewerage rates & Refuse	562	290
Insurance	577	564
Ground Work	1,803	2,847
Building repairs	382	70
Plant Repairs and Renewals	266	465
Heating Oil	128	127
Payments to sections	-	-
Depreciation	6,116	7,201
	<hr/>	<hr/>
	10,478	12,067

**8 Governance costs**

	<b>2021 (£)</b>	<b>2020 (£)</b>
Examination Fee	734	732
Telephone	14	14
Website costs	-	-
Postage, stationery and Advertising	51	110
Miscellaneous	-	200
	<hr/>	<hr/>
	799	1,056

**9 Independent Examiner's remuneration**

	<b>2021 (£)</b>	<b>2020 (£)</b>
Independent examiner's remuneration	<u>734</u>	<u>732</u>

**10 Staff costs**

	<b>2021 (£)</b>	<b>2020 (£)</b>
Gross wages	15,491	15,618
Average number of full time equivalent employees in the year	1	1
The parts of the charity in which the employees work:		
Fundraising	1	1
	<hr/>	<hr/>

There are no employees with emoluments above £60000



**Saxmundham Sports and Recreational Club**
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2021**
**11 Tangible fixed assets**

	Net book value at 1st January 2021(£)	Additions/ Disposals for the year(£)	Depreciation charge for the year(£)	Net book value at 31st December 2021(£)
Sports ground, Pavilions, Toilets, site improvements and rebuild planning costs	257,422			257,422
Improvements to changing rooms	12,057			12,057
Improvement to caravan facilities	14		4	10
Improvements	213		53	160
Tennis court	1,292		194	1,098
Boules Court	391		58	333
Fixtures and Fittings	1,033		155	878
Plant and Equipment	5,134		770	4,364
Caravan warden's office	1		0	1
Tractor	186		28	158
Computer	1		0	1
Storage container	1,768		265	1,503
Playground equipment	27,340		4,101	23,239
Iseki mower	8,798		1,320	7,478
	<u>315,650</u>		<u>6,948</u>	<u>308,702</u>

**12 Debtors**

	2021 (£)	2020 (£)
Vat	<u>1,060</u>	<u>5,863</u>

**13 Creditors: amounts falling due within one year**

	2020 (£)	2020 (£)
Other taxes and social security costs	-	-
Accruals	<u>-</u>	<u>63</u>
	<u>-</u>	<u>63</u>

14 **Analysis of movement in funds**

	Balance at 1st January 2021(£)	Movement in funds			Balance at 31st December 2021(£)
		Incoming(£)	Outgoing(£)	Transfers(£)	
Designated funds					
- Fixed assets	315,650	-	-	(6,948)	308,702
-Future Devt fund	85,207	-	-	13, 935	99,142
General Fund	30,000	53,985	(46,998)	(6,987)	30,000
	<u>430,857</u>	<u>53,985</u>	<u>(46,998)</u>	<u>-</u>	<u>437,844</u>

**Designated funds**

During the year ended 31st October 2002, the charity set up a designated fund to hold the fixed assets of the charity.

During the year ended 31st October 2008, the charity had set aside the above funds for the Greencourt pavilion for the possible rebuild, subject to obtaining additional funding.

Following the year 2016, the trustees decided to allocate most of the general reserves to a new Future Developments restricted fund leaving a general reserves fund of £30,000.

15 **Analysis of funds**

	Tangible Fixed assets(£)	Net Current assets(£)	Total (£)
Designated funds	308,702	-	308,702
Restricted Future Developments fund		99,142	99,142
General Fund	-	30,000	30,000
	<u>308,702</u>	<u>129,142</u>	<u>437,844</u>