

BERKHAMSTED GYMNASTICS CLUB

**BALANCE SHEET AND ACCOUNTS
FOR THE YEAR ENDED
31 DECEMBER 2020**

REGISTERED CHARITY NO. 297968

**ASHBYS CHARTERED ACCOUNTANTS
MORTON HOUSE
9 BEACON COURT
PITSTONE GREEN BUSINESS PARK
PITSTONE
LU7 9GY**

BERKHAMSTED GYMNASTICS CLUB

TRUSTEES REPORT 2020

Structure, governance and management

Berkhamsted Gymnastics Club (the Club) is a registered charity with the Charity Commission under number 297968. The governing document is the constitution which was approved and adopted on 30 July 2020. The Charity Trustees are listed below and are appointed or re-appointed at the Annual General Meeting.

The Executive members elected for 2020 were as follows:

Chairperson:	Ms Claire Kennedy
Vice Chairperson:	Ms Carolyn Bane
Secretary:	Ms Jane Lewis
Treasurer:	Ms Sally Chrispin
Welfare:	Ms Sarah Edwards

Committee Members

Ms Ana Sellen

Mr Jonathan Nash

Mr Steven Nash – resigned 30 July 2020

Ms Helen Valvona –resigned 10 January 2020

Ms Sandra Healy – appointed 30 July 2020

Ms Jeanine Milner – resigned 10 May 2021

Principal Address:

Ashlyns School, Chesham Road, Berkhamsted, HP4 3AH

The object of the charity is to teach and support children the fundamentals of gymnastics as a means of keeping fit through providing classes to toddlers up to competition level for all ages 3 ½ – 18 years.

The Club's mission is to provide opportunities for all its members to enjoy the benefits in health, wellbeing and personal confidence that gymnastics has to offer, in a safe, friendly and fun environment.

Without the great contribution of time and energy made by volunteers the Club would not be able to achieve so much. The Club relies more heavily on paid assistance and so contributions from volunteers is particularly appreciated. Prior to the commencement of employment of staff, coaches, volunteers and trustees the Club undertakes Disclosure and Barring Service checks as required. In addition, all coaches and welfare officers have undertaken Safeguarding and child protection courses according to level and responsibility.

Trustees undergo a period of orientation to brief them on their legal obligations under charity law, the content of the governing document, the committee and decision-making process, the business plan and recent financial performance of the charity. The trustees are encouraged to attend appropriate external training events where these facilitate the undertaking of their role.

BERKHAMSTED GYMNASTICS CLUB

TRUSTEES REPORT 2020 (CONT.)

Review of the year and outlook

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

We began the year well as our new head of recreational gymnastics, Dawn Thurgood quickly became an integral part of the team instilling a great ethos and promoting the Clubs aims and missions. In what has been a challenging year we are delighted that she also agreed to take on the role as Club Manager at the end of the year.

The Covid 19 pandemic has had a huge effect on the Club's ability to run classes and its finances during the year, with session income down by over 60%. With both National and Local lockdowns being in force at different times of the year we have been closed for around 5½ months of the year. Space and "bubble" restrictions has meant that even when lockdowns eased, a much reduced number of gymnasts have been able to attend the Ashlyns site and we were unable to reopen the Gossoms End site at all during the year.

Despite these significant challenges, the club continues to thrive. The prudent management of the club by both club management and committee members over several years ensured strong financial foundations were in place from which to weather the storm. The club therefore owes much gratitude to previous committee members and the Covid crisis has underlined the importance of having an active committee in place. The club was also able to benefit from several government grants and the committee worked hard to ensure all the necessary administration and governance was implemented to enable the club to access this funding.

The coaching team has done a tremendous job in ensuring the club can open in a safe and covid free environment, including production of information videos and training for non-contact coaching. It is clearly frustrating, however not being able to expand on the great work already started in creating a strong recreational programme and providing opportunities for as many members as possible to enjoy gymnastics in a supportive and fun environment that is focused on all the benefits that brings young people. This is something that we will continue to focus on as we hopefully come out of lockdown in 2021.

As mentioned, due to social distancing rules, numbers are lower than we would like but now that we are open at both Ashlyns and Gossoms End site, albeit with reduced classes, the numbers are starting to pick up and we currently have around 320 gymnasts registered with the Club. This number is split between girls and boys recreational, mixed pre-school and girls and boys advanced recreational gymnasts.

One of the focus areas in 2020 was coach recruitment which is not an easy task due to the lack of coaches available. However, the committee's hard work in this area has paid off and we are now in a very strong position with an increased group of coaches, including four new coaches at Level 2 and above.

The Club continues to develop its coaches and whilst all coaching qualifications were put on hold this year due to Covid 19, all our coaches continue to work with immense enthusiasm and passion, and we are very grateful for the energy they put into their roles. We have taken advantage of the job retention scheme during the year, receiving grants of £19,800. As recruitment of good coaches at the right level is always difficult, being able to utilise this government scheme has mean that we have been able to retain the majority of our staff and we have a good level of coaches at Level 2 and above.

In addition to the job retention scheme we have also received government grants of £27,000 during the year as business rates grants for the Leisure industry. This has helped support the Club during this very difficult year.

BERKHAMSTED GYMNASTICS CLUB

TRUSTEES REPORT 2020 (CONT.)

Looking forward the club has introduced a new payment administration system, Love Admin in January 2021, which will enable easier management of members. We will continue to utilise the job retention scheme until both sites are fully open and we are delighted to be introducing a new badge system for all apparatus later in 2021 which will enable gymnasts to move at their own pace whilst still keeping them incentivised.

Reserves policy

We have reserves at 31 December 2020 of £211,829 (a reduction of £10,892 from last year) which are unrestricted funds.

The trustees consider it prudent to have sufficient general administration running costs available in our general fund to meet our increasing obligations and repairs to premises and equipment. We have therefore kept an amount of £40,000 in the general account, to help with the impact of Covid. The balance of £171,829 is in the designated funds account for premises and equipment. The club continues to look for new premises either in addition to the current premises or as an alternative. and the designated funds are required to facilitate this and improvement of the current site.

Staff costs and affiliation fees continue to be the largest expense in the year at 79% of the income.

Events after the balance sheet date


The Covid pandemic continues to affect the Club but as mentioned above, now that we are moving out of lockdown and the vaccination program continues, we are hopeful that we will soon be able to start increasing class sizes, return to contact coaching and continue to develop our young coaches by getting them through coaching qualifications. We will continue to access government grants as they become available.

There are big challenges ahead as we start to review what gymnastics provision will look like as we emerge from the Covid lockdown. These challenges will inevitably be tough but we are in a strong position with regard to our financial situation, our committed club management team, our passionate coaches and our committee and I am confident we will continue to deliver our mission.

Declaration

The trustees declare that they have approved the trustees report above.

Signed


..... 2/7/21
Chair – Claire Kennedy

BERKHAMSTED GYMNASTICS CLUB**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020**

			2020	2019
	Unrestricted funds	Restricted funds	Total funds	
INCOMING RESOURCES				
Incoming Resources from Generated Funds				
Activities for generating funds	-	-	-	903
	<hr/>	<hr/>	<hr/>	<hr/>
	-	-	-	903
Investment Income				
Interest on money deposited	391	-	391	354
	<hr/>	<hr/>	<hr/>	<hr/>
	391	-	391	354
Incoming resources from charitable activities				
Subscriptions and session fees	59,638	-	59,638	156,412
Affiliation fee and other recharges	493	-	493	2,127
Sale of goods	287	-	287	3,395
Income from special events	-	-	-	1,497
Funding	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
	60,418	-	60,418	163,431
Gift Aid				
Government grants	437	-	437	134
	<hr/>	<hr/>	<hr/>	<hr/>
	46,800	-	46,800	-
TOTAL INCOMING RESOURCES				
	<hr/>	<hr/>	<hr/>	<hr/>
	£ 108,046	-	£ 108,046	£ 164,822
	<hr/>	<hr/>	<hr/>	<hr/>

BERKHAMSTED GYMNASTICS CLUB

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020 (CONT.)**

			2020	2019
	Unrestricted funds	Restricted funds	Total funds	Total funds
RESOURCES EXPENDED				
Charitable Activities				
Services to gymnasium	7,003	-	7,003	6,754
Repairs to gymnasium	2,772	-	2,772	2,262
Affiliation & competition fees and insurance	180	-	180	5,794
Goods for use and resale	558	-	558	830
Staff wages and courses	83,272	-	83,272	115,476
Uniforms	1,951	-	1,951	-
Advertising	287	-	287	266
Special events costs	-	-	-	2,966
Depreciation	6,541	-	6,541	7,279
Accountancy and examination fee	4,618	-	4,618	3,597
Administration costs	4,634	-	4,634	2,321
Room hire	3,895	-	3,895	8,881
Stationery	1,240	-	1,240	2,112
Bank charges	1,261	-	1,261	1,680
Music licence	-	-	-	181
Recruitment expenses	-	-	-	993
Sundries	<u>726</u>	<u>-</u>	<u>726</u>	<u>1,532</u>
TOTAL RESOURCES EXPENDED	£ 118,938	-	£ 118,938	£ 162,924
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
NET (EXPENSES)/INCOME	(10,892)	-	(10,892)	1,898
Gross transfer between funds	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET MOVEMENT IN FUNDS FOR THE YEAR	£ (10,892)	-	£ (10,892)	£ 1,898
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

BERKHAMSTED GYMNASTICS CLUB

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020 (CONT.)**

	Unrestricted funds	Restricted funds	2020 Total funds	2019
NET MOVEMENT IN FUNDS FOR THE YEAR	(10,892)	-	(10,892)	1,898
FUNDS BROUGHT FORWARD	222,721	-	222,721	220,823
FUNDS CARRIED FORWARD	<u>£ 211,829</u>	<u>-</u>	<u>£ 211,829</u>	<u>£ 222,721</u>

BERKHAMSTED GYMNASTICS CLUB

BALANCE SHEET AT

31 DECEMBER 2020

FIXED ASSETS		TANGIBLE		2020	2019
		Equip't	Leasehold Convers'	Total	Total
Cost	Note 5	112,513	93,421	205,934	205,035
Depreciation		<u>74,843</u>	<u>85,897</u>	<u>160,740</u>	<u>154,199</u>
Net book value		<u>37,670</u>	<u>7,524</u>	<u>45,194</u>	<u>50,836</u>
CURRENT ASSETS					
Stock (of goods for resale)			4,616	4,616	
Debtors			-	<u>1,657</u>	
Prepayments			2,873	3,830	
Building society & deposit account			159,644	178,863	
Bank current account			2,184	18,431	
Petty cash			<u>205</u>	<u>352</u>	
			<u>169,522</u>	<u>207,749</u>	
CURRENT LIABILITIES					
Trade Creditors			960	1,139	
Other taxes & social security			-	954	
Deferred income and accrued expenses			<u>1,927</u>	<u>33,771</u>	
			<u>2,887</u>	<u>35,864</u>	
NET CURRENT ASSETS				<u>166,635</u>	<u>171,885</u>
NET ASSETS				<u>£ 211,829</u>	<u>£ 222,721</u>

**REPRESENTED BY:
CLUB UNRESTRICTED FUNDS**

	General	Designated Fund Note 6	2020 Total	2019 Total
Balance at 01.01.2020	40,000	182,721	222,721	220,823
Net movement in funds for the year	-	(10,892)	(10,892)	1,898
Transfer of funds	-	-	-	-
Balance at 31.12.2020	<u>£ 40,000</u>	<u>£171,829</u>	<u>£ 211,829</u>	<u>£ 222,721</u>

SJ Chris

.....TREASURER

24 June 2021

.....DATE

BERKHAMSTED GYMNASTICS CLUB

NOTES TO ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020

1. ACCOUNTING POLICIES

Accounting convention

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The accounts 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 in October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011. The trust constitutes a public benefit entity as defined by FRS 102.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Income from charitable activities is recognised when the related services are provided. Deferred income at the year-end is made up of monies received before the year end that relate to activities that commence in January.

Government grants

Government grants are recognised on an accruals basis when there is reasonable assurance that the entity will comply with the conditions attaching to the grant and the grant will be received. The financial statements include government grants totalling £46,800.

Resources expended

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Charitable activities expenditure relates to the costs of running the charitable activities at the gymnastics club, and to maintaining the premises.

Governance costs are those incurred in meeting the charity's constitutional and statutory requirements. They include the independent examination fees and other costs linked to the strategic management of the charity.

Other resources expended relates to the costs of planning and completing specific building maintenance and improvement.

Tangible fixed assets

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

Equipment	- 10% and 25% on reducing balance
Leasehold conversion	- 10% on straight line

BERKHAMSTED GYMNASTICS CLUB

NOTES TO ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020

1. ACCOUNTING POLICIES (CONTINUED)

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. All funds are unrestricted.

Designated funds have been designated by the trustees for future planned capital expenditure and building work.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the profit and loss account in the period to which they relate.

Cash at bank and in hand

Cash at bank and in hand includes cash held in short term deposit accounts or accounts with instant access.

2. DONATED SERVICES

The charity is grateful to Ashlyns School for the provision of its premises free of charge.

3. NET INCOMING RESOURCES FOR THE YEAR

	2020	2019
This is stated after charging:		
Independent examiner's fees	<u>£1638</u>	<u>£ 1,521</u>

4. TRUSTEES' EXPENSES AND REMUNERATION

Payments were made to Ms J Lewis totalling £2,471 for her assistance as interim club manager for a short period of time in the year ended 31 December 2020 (2019 - £nil).

BERKHAMSTED GYMNASTICS CLUB

NOTES TO ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020

5. STAFF COSTS

	2020	2019
Wages and salaries	82,791	102,736
Social security costs	-	1,120
Employer's contribution to defined contribution pension scheme	<u>481</u>	<u>1,341</u>
	<u>£ 83,272</u>	<u>£ 105,197</u>
 Average head count in the year	 <u>31</u>	 <u>29</u>

No employee received emoluments (excluding employer pension costs) of more than £60,000.

6. TANGIBLE FIXED ASSETS

	EQUIPMENT	LEASEHOLD CONVERSION
Cost at 01.01.20	111,614	93,421
Additions in year	899	-
	<u>112,513</u>	<u>112,513</u>
Depreciation at 01.01.20	69,831	84,368
Charge for year	5,012	1,529
	<u>74,843</u>	<u>85,897</u>
 Net book value at 31.12.20	 <u>£ 37,670</u>	 <u>£ 7,524</u>
 Net book value at 31.12.19	 <u>£ 41,783</u>	 <u>£ 9,053</u>

BERKHAMSTED GYMNASTICS CLUB

NOTES TO ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020

7. DESIGNATED FUND

The trustees have designated funds for the future purchase of new equipment and improvements to premises.

8. TRANSACTIONS WITH RELATED PARTIES

The Club employs many coaches. Some of these coaches include family members connected with the Trustees and they were paid salaries in the year as follows:

JA Lewis £1,066

CJ Chrispin £149

E Chrispin £256

KM Edwards £1,079

LA Sellen £1,194

BERKHAMSTED GYMNASTICS CLUB

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2020

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2020 which are set out on pages 4 to 11.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

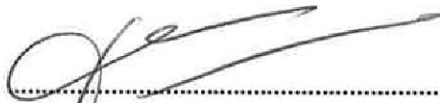
I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 charity 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.



KASTONE F.C.C.A. M.A.A.T.

Ashbys Chartered Accountants,

Morton House, 9 Beacon Court, Pitstone Green Business Park, Pitstone, LU7 9GY.

7th July 2021
Date