

## **Crewe and Nantwich Gymnastics and Communities Activities Association (CNGCAA)**

### **Report of the Trustees for the year ending 31<sup>st</sup> August 2023**

The trustees are pleased to present their report together with the financial statements of the charity for the year ending 31/08/23

#### **Reference and administrative details**

**Charity Number:** 512109

**Principal Office:** The Camm Street Centre, Camm Street, Crewe  
Cheshire CW2 7DN

**Auditors** Hardings, 8 Marsh Parade, Newcastle under Lyme ST5 1DU

**Bankers** Nat West, Business Centre, PO Box 9, 36 High  
Street, Nantwich, CW5 5AJ

**Solicitors** Steven Park Walters and Plaskitt, Bews Corner, 4 Westport  
Road, Stoke on Trent ST6 4AW

#### **Directors and Trustees**

Trustees serving from Aug 2021 to Aug 2022 are:

Mr Stuart Deeley	Chair
Mrs Caroline Hughes	Treasurer
Mr Phillip Hazell	Vice Chair
Mrs Michelle Hazell	Secretary

## **Structure, Governance and Management**

(CNGCAA) is registered as a charity (512109 ) and is open to anyone who wishes to take advantage of the facilities, in exchange of a minimal sessional payment currently set at £2.50 for some low level exercise classes

The articles of administration cover all aspects of the charity, the main object being as stated below:

### **The objective of the association shall be:**

- a) to promote the benefit of the inhabitants of Crewe and Nantwich and surrounding areas without distinction of sex or political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for the recreation and leisure time occupation with the objective of improving the condition of life for the said inhabitants.
- b) To establish and maintain a centre for the promotion of the above objectives.
- c) to advance the physical education and development of young persons under eighteen years of age and to ensure the development and occupation of their minds and the organisation or provision or assistance in the organisation or provision of facilities for physical recreation for such young persons in the interests of social welfare within the area of benefit.

**In summary, we look to provide facilities for everyone to participate in physical activity to maintain and improve their well-being with a specific interest in developing an enjoyment for sport in children of all abilities.**

### **Appointment of Trustees**

The AGM is normally held in November each year and all trustees must apply for re-election every year.

All members are encouraged to attend the AGM, and any member is eligible to stand with the exception those partners of employed staff who cannot be management trustees.

### **Trustee Induction and Training**

Trustees are appointed to the committee based on the needs for skills. We encourage new trustees to make themselves aware of all aspects of the association before volunteering for nomination.

Trustees spend some time with each of the areas in the centre, meeting staff and gaining an appreciation of their respective roles.

New trustees are briefed on the following:

- 1 The obligations of trustees under charity and company law including the operational framework and regulations within the structure of the charity and with reference to the Memorandum and Articles of Association.
2. The business plan and the last 12 months accounts with any salient points and how the present and future plans are linked to the financial performance
- 3 The staff appraisal scheme and the inter-linkage between the aspirations of the charity and how roles within the charity build into the future plans.

## **Organisation**

The trustees meet monthly (in a similar manner to a board meeting) to discuss the past and future performance and plans of the centre. Post Covid some of these meetings have been supported by Zoom connections.

There is a structured framework to the meeting based on a standard agenda with periodic additions at times such as annual appraisals. Each trustee takes a responsibility for an area of the centre, covering finance, wages, maintenance, the gymnastics area and the fitness section with reception. At each meeting there is a report on any significant issues which have occurred during the previous month and items that may need to be addressed going forwards. Minutes are taken of every meeting and reviewed at subsequent meetings.

There is a second monthly meeting between two trustees and the senior members of staff, chaired by the chairman, again with a structured agenda covering

- 1 Health and Safety including accident reports and equipment reviews and any welfare issues.
- 2 Financial performance
- 3 Staffing elements such as recruitment and training
- 4 Repairs, renewals and maintenance,
- 5 Customer numbers and feedback received during the month
- 6 Planned purchases of equipment
- 7 Competitions and other similar activities such as display days.

There are senior employees for both gymnastics and non-gymnastics areas present at the meeting.

Financial transactions through cheques or bank transfers are controlled by the chair and treasurer. All investment spend is authorised through the trustees committee, and all running expenditure is cleared via either the treasurer or chair.

There is an appointed welfare officer who is fully trained in child support and is independent of the centre staff. Two trustees have also received welfare training.

All gymnastics activities are under the guidelines of British Gymnastics, and all members are insured through British gymnastics. All officers and employees who have contact with gymnasts have DBS clearance. Previously the Whyte report was being prepared. This has now gone live and we can confirm we comply with all aspects of the report plus the further guidance from BG. Our concern that parents may guide their children away from gymnastics has not materialised, though the return of numbers post Covid was slow there has been an improvement in both gymnastics and fitness numbers

### **Related Parties**

The charity has a long-standing link with the local council (Crewe and Nantwich Borough Council – which changed to Cheshire East during 2009). Through a service level agreement, the charity works in the community introducing children to gymnastics through schools visits at all ages and skill levels.

For adults, we have also created links with residential homes and have recently started fitness programmes for those who have mobility limitation. These have increased in popularity and contribute to our community activities. We also provide low cost fitness facilities for migrants and displaced Ukrainian families.

As a result of our increased activities towards relocating we have furthered our links with Crewe Town council and local MP, and have maintained our connection with the local Chamber of Commerce.

## **Risk Management**

The committee has put in place all requirements for Health and Safety together with Fire evacuation procedures. Limits are put on total numbers in the centre at any one time. Weekly checks of the effectiveness of the alarm system are undertaken. Daily checks of escape routes and weekly checks on all equipment are formally recorded. We also have an independent annual inspection of all gymnastics equipment.

The charity has been in existence for over 35 years and the major financial risk is that of competitive activity in the health sector and gymnastics areas. To compete we must offer a service which is significantly different. We offer a wide range of fitness facilities for all ages and gender and support this with well-trained personal instructors who monitor all participants on a regular basis. Gymnastically, we provide tailored training from preschool to adult and pride ourselves on integrating all abilities and giving equal access to all. We believe that success in competition across a wide front, together with increasing involvement with higher echelons of the UK gymnastics infrastructure is a key part of our strategy.

We are conscious of the need to build resilience into the finances and over the last twelve months we have assessed all major areas of spend and have restructured to improve the financial situation, however the loss of five months of income due to Covid closures has put back our plans in the section.

## **Objectives and Activities**

It is our intention to continue to provide opportunities for all especially in gymnastics where we have a depth of experience and reputation.

We are well established in the community and provide adult fitness and well-being through our personal trainers providing programmes and one to one support where necessary. With the growth in attention in adult health and wellbeing, we believe we are well placed to take advantage of this opportunity.

We provide specific facilities for ethnic minorities, with a women-only fitness area and focused training information in several of the locally based languages.

Our long-term aim is to continue our contribution to the community and to add to the success of all our gymnasts who have passed through including the many who have grown from gymnasts to coaches.

We have a gymnast who is registered disabled who represents the club and currently is one of the British Women's Artistic champions.

We have provided a support to education in the borough for many years and continue to do so through visiting primary schools on a regular basis, helping to introduce a scheme of fitness and gymnastics skills with the assistance of the staff of the school and thereby contributing to improving staff awareness and participation in sport by the children.

Our volunteers contribute massively to the running of the centre, without their support we would not be able to provide the quality of coaching we have at the minimal cost level we charge.

Other sports clubs rent space from the charity to provide a similar service. We also provide fitness facilities for adults including dietary information.

We are reaching out to other sports and charitable groups to consider how we might be of help to their organisations.

We have invested money in researching the viability of moving the centre to a new property, which has always been a long-term aim. The report, written by Active Cheshire, independently demonstrated the need for our service provision in the local area, returning scores in the upper quartile on all key parameters. During this financial year we have had further success in locating both a suitable venue and potentially a financial partner.

### **Achievements and Performance**

By ensuring the fees are kept to a minimum, the usage of the fitness areas of the gym have increased which together with room rental has ensured a contribution to the health and well being of the population of Crewe and Nantwich. We have increased the number of our personal trainers and developed a range of individual training options linked to health programmes. We have significantly improved participation from ethnic minorities by developing our Women only section and encouraged links with the local Polish and East Timor populations, with increasing usage resulting from our efforts.

Gymnastics has continued to be successful over 300 gymnasts have attended the club, often more than once per week and for over 15 hours per week for higher level individuals. The numbers have reduced as a result of COVID, however, there are signs of a return to previous level of participation. After over 30 years of trading, we now are welcoming second generation users to the centre. We have representatives of the European Team gym team attending the club together with the Women's' Artistic British Disabilities Champion.

Involvement in local, regional, and national gymnastics competitions contribute to the children gaining confidence in their own abilities. We aim to give every child the opportunity to attend a competition and hold internal challenges to ensure all gymnasts gain an achievement and have a record of progress in the sport.

The Team Gym section continued to grow with success at the English and British finals. This is a growing area of British Gymnastics and it is satisfying that we are in at the first stages of development of an exciting new area in the sport.

The Christmas open sessions were enjoyed by over 400 spectators in three sessions. It is a gala celebration of the achievements of every group of gymnasts throughout the club and is a fitting climax to the year.

**In Summary: We have actively increased our linkages with local charities and key opinion formers in the community, building the basis for investment in relocation.**

### **Financial Review**

### **The year to the end of August 2023**

*Like many other similar businesses, the Covid pandemic has significantly changed our financial performance. Numbers have slowly returned but there is still a shortfall in numbers and related income, however the financial performance is much improved.*

In YE August 2022, our financial income improved to £187,659 (but still down compared with pre Covid levels) however our expenditure grew to £222,099 as we maintained our wage level to protect skilled jobs to provide for coaching as the numbers returned to the classes.

In YE August 2023, our main spend of wages, 73% rose slightly to £152,611 (an increase of £6,100) while our income rose to £208,904 (an increase of £31,000). All utilities were lower, delivering a much improved financial performance

The financial result of a loss of £12,793 includes a depreciation value of £10,017 so the cash loss was £2,776, compared to a cash loss of £23,133 in 2022.

We expect the financial performance to improve further in year 2023/24

### **Investment Powers and Policy**

The trustees are empowered by the articles of memorandum to be able to invest and divest the charity of fixed assets. They also have the power to raise loans against the freehold of the property. There have been a small number of investments in new equipment.

It is the policy to consider all elements of an investment with respect to cost, longevity and whole life costs, alignment with the article of memorandum, environmental impact, safety and continuity of supply

### **Reserves Policy Plan for future Periods**

The charity has the intention to increase the reserve fund to £30,000 to fund unforeseen expenditure. Covid and post Covid issues such as energy inflation have stymied this target but we expected to be responding to this target in 2023/24.

### **Trustees responsibilities in relation to financial statements**

The trustees recognise their responsibilities under the various Acts of Parliament and will provide audited accounts and take reasonable steps to prevent fraud and any other irregularities.

### **Auditors**

A resolution will be proposed at the AGM that Hardings be retained as auditors for the forthcoming year.

Stuart Deeley Chair