

	01/01/2021-31/12/2021				
		Opening Balance	799.49	Closing Balance	3417.75
		Total Paid In	115510.55	Total Paid Out	112892.29
		Total Balance	116310.04	Total Balance	116310.04

My name is Nicola Howbrigg and I have been asked to independently examine the accounts for Norton Sport Club for the year 1st January 2021 to 31st December 2021.

The charity reference number is 522705 and the club is based in Stoke on Trent.

I have been provided with the account file which includes all necessary information for perusal.

I have checked the charity website and discussed with the chairman and confirm that the accounts sit in the threshold for independent examination but not necessarily with an accountant.

I have no close relationship with any of the trustees, nor do I have any connection to the day to day running of the club. I am suitably educated to overview the accounts and check that books are in order.

I have been provided with an overview of the club constitution and trustee meeting notes, all of which are signed and dated and in order. All trustees are agreed that an independent financial overview be carried out due to the amount of money to be accounted for is over £25,000, this is in line with advice offered by the Charities Commission.

On examination of the accounts, I verify the following details:

- Throughout the year, at regular meetings, financial overviews have been provided, all trustees are aware of systems and processes, evidenced in notes
- The banking system is appropriately used by the treasurer and if cheques are used, two signatures are needed, a lot of the banking is done on line/direct debit/direct payments
- Spreadsheet overview of accounts demonstrate that incoming and outgoing monies are properly accounted for
- All receipts and invoices are in order, there is clear and coherent practice
- A reimbursement system is in place for expenses incurred
- It is clear that the source for incoming monies is from reliable sporting sources and pays for premises and facilities use and upkeep
- Monies generated are immediately put back into the club via maintenance and upkeep projects, new initiatives and future planning
- The carry forward from previous year is identified and previous year overview has been made available
- The total amount of money paid in and paid out is balanced correctly
- There is a clear plan of how to move the charity forward in the future.

Signed  Position **HEAD OF MUSIC,** Date **23.9.2022**
MFL, QUALIFIED
TEACHER

Norton Cricket and Miners Welfare Club

(Trading as Norton Sports Club)

Community Drive, Smallthorne, Stoke on Trent, ST6 1QF

Telephone – 01782 838290

Trustees Annual Report for the period 1/1/21 to 31/12/21

Throughout the year, the trustees have continued to keep main purpose of the club at the forefront, these are outlined below:

- To provide sporting and recreational facilities within the local area and the wider environment
- To enable schools, colleges, armed forces and local community to access facilities
- To upkeep sporting areas and leisure facilities and continue to develop these according to finances available
- To create a purposeful and non-profit organisation that will offer opportunities for success in the local area

As the club emerged from the second wave of COVID in the early part of the year – the club maintained the ethos and values based on the core purpose of supporting the community and providing sporting activity for an increasing range of groups. The council grants provided ensured the club could continue to pay its way and improve services once restrictions were lifted.

A lot of work was undertaken to ensure premises were fit for purpose and met health and safety requirements. Examples, not limited to:

- Roof maintenance and repairs completed
- Five-year electrical certification, fire and burglar alarm updates
- New risk assessment and health and safety policies implemented

Football Foundation grants have been successful and these monies have been used to update machinery (in line with the grant application) and to maintain grounds.

As the club opened up following the COVID period, facilities were used by local community, colleges, emergency services personnel and schools. All in line with club ethos and values.

All trustees continue to work hard to drive change and support the club's progression. There is a continued drive to seek new trustees to enable the club to move forward with new initiatives and opportunities.

- Club continues to be debt free
- Accounts process is good – all trustees aware of processes
- Accounts have been independently verified
- The opening balance for the club on 1/1/21 was £799.49. A total of £115510.55 was paid in during the year, £112892.29 was paid out to update premises, maintain grounds, operate the premises and provide safe systems for use. The closing balance was £3417.75.
- Continued support from CISWO is sought as necessary
- Plans are in place for club to be decorated throughout, further ground improvement, new members are being sought.
- Plans have been approved for new changing rooms, new external toilet block and storage facilities and it is hoped these works can start next year if funding can be obtained.

Signed.....  Position..... CHAIRMAN Date..... 24/9/2022