

# **Wing Tsjun Scotland**

**Wing Tsjun**



**Scotland**

**Annual Report and Financial Statements**  
**for the year ending 31 March 2022**

# Trustees' Annual Report

The trustees have pleasure in presenting their report together with the financial statements and the independent examiner's report for the year ended 31 March 2022.

## Reference and Administrative Information

### **Charity Name**

Wing Tsjun Scotland

### **Constitution**

Wing Tsjun Scotland is an unincorporated association governed by its constitution adopted at its inaugural meeting in Inverness on 23 January 2009.

### **Membership**

Membership comprises those persons resident in Scotland who are members of Wing Tsjun International, plus a number of other individuals supporting the aim of the association.

### **Aim**

The aim of the association is to further participation in sport and the education of children, young people and adults so that they may cultivate a healthy, moral and confident lifestyle which will assist them in contributing constructively to the community at large, and in furtherance of this aim to provide regular martial arts classes and seminars and, where appropriate, to assist students and instructors in taking up opportunities to attend training courses and summer schools organised by Wing Tsjun International.

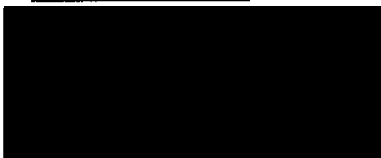
### **Policy**

The policy of the association is to provide professional teaching at all times, and to comply with all relevant regulations in force at the time under Scots Law.

### **Scottish Charity**

The association is a Scottish Charity – No. SC040232.

### **Postal Address**



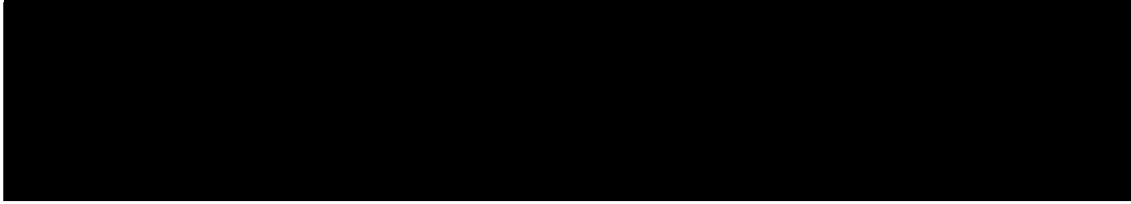
### **E-mail**

[scotland@wingtsjun.com](mailto:scotland@wingtsjun.com)

### **Website**

[www.wingtsjunsotland.co.uk](http://www.wingtsjunsotland.co.uk)

### **Coaches and Volunteers during the year**



### **Management**

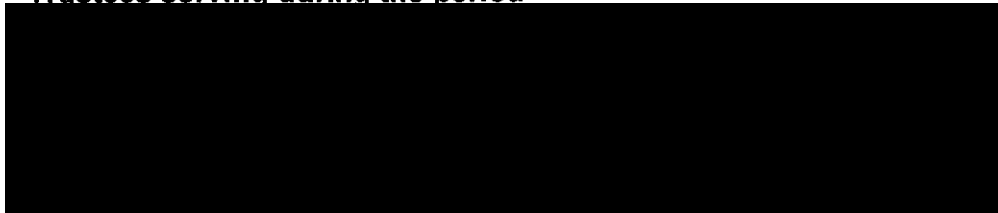
Management of the association is carried out by the Trustees, with day to day organisation delegated to the National Trainer for Scotland, who attends trustee meetings to discuss progress and development.

The trustees are particularly aware of their responsibilities for Health and Safety and Protection of Children and Vulnerable People. In addition, our instructors and volunteers all have disclosures under the Protection of Vulnerable Groups (PVG) Scheme.

### **Trustees**

The Trustees are elected by and from the members of the association in Annual General Meeting. Facility also exists within the association's constitution for the co-option of new Trustees between Annual General Meetings.

### **Trustees serving during the period**



### **Membership of other organisations**

Wing Tsjun Scotland is a member of:

Wing Tsjun International  
Sports Council for Glasgow

### **Review of Activities**

In the period 1 April 2021 to 31 March 2022, Wing Tsjun Scotland achieved the following:

During trying times for the entire planet, all communities are feeling the after effects of prolonged periods of isolation and illness. Our role has become even more important, both in terms of immediate response and food parcels deliveries and health visits and long-term provision of health and wellbeing classes, mostly online and outdoor in this period.

### **How did we apply our values and beliefs to the Pandemic setting?**

**Our core values applied to promotion of safety and wellbeing, education and community development influenced the decision making in this period, and with the support from our funders and members we delivered the following :**

1. Blended delivery of classes, navigating the restrictions, all across our various types of activities:

- Children's martial arts classes – we delivered 300 sessions
- Adults' martial arts classes – 100 sessions
- Family sessions – 200 sessions

2. We delivered food parcels during February Holidays and part of Spring Holidays due to restrictions, and went outdoors when permitted. The food element of the Kids' Camps was provided by grant aid from the Glasgow City Council and it made a big impact on the families' wellbeing in the community.

3. We stayed in touch with members in our community that were more isolated and in need of food and ways to stay active:

- We continued with the delivery of Facebook LIVE stretching and wellbeing sessions and door to door visits, our volunteers contributed 200 hours of their time.

4. We updated and adapted the premises for re-opening in a safe and clean manner:

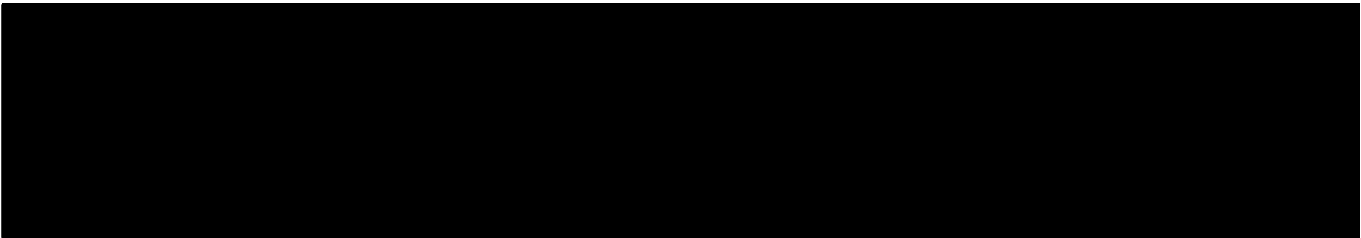
- Thanks to the Adapt and Thrive Fund we were able to bring our facilities to a safe level for use and thus encouraging participation after such a long period of lockdowns.

#### 5. Delivery of WOMANity Project

- We started delivering the WOMANity Project (aimed at BAME women) in a hybrid style, both online and in person, responding to the increased demand for wellbeing sessions and one-to-one sessions requested by women in the community
- Due to the increase in isolation, deprivation, hardship and domestic abuse situations during lockdown, we focused a lot of our resources in becoming a go-to safe place for women.
- We are very grateful to our funders for this project: Glasgow City Council, The Robertson Trust and the Scottish Government. We feel strongly that we can make a difference in the lives of these women.

#### 6. Instructor qualifications and volunteer recruitment

- **SEVEN** more volunteers were recruited in Glasgow to assist with the community projects and involvement.
- **FOUR** female volunteers started their involvement in the women's project and are currently working towards a coaching qualification too.
- we continued to receive coaching training from the Wing Tsjun International Headquarters in Germany, this time via Zoom, and **3** trainee instructors were able to complete their qualification online.



Sir Dania Stan  
National Trainer for Scotland

Keith John Scammell  
Chairman

# Financial Review

For the year ending 31 March 2022

Our main sources of funding have been :-  
grants received and donations

Grants totalling £104,771 were received in the period

Within the year, the association achieved a gross income of £127,212 which comprised:

|                       |             |        |
|-----------------------|-------------|--------|
| Student class fees    | 3.06%       | Note 4 |
| Grants                | 82.36%      |        |
| Donations             | 13.41%      | Note 4 |
| Hire of training room | 1.17%       |        |
| <b>TOTAL</b>          | <b>100%</b> |        |

Our thanks go to those who made grants to the association during the year, these being:

|                                |                |
|--------------------------------|----------------|
|                                | £              |
| Corra Foundation               | 4,000          |
| Adapt and Thrive               | 5,000          |
| GCVS                           | 10,000         |
| Glasgow City Council           |                |
| School Holiday Activities/Food | £36,365        |
| Area Partnership               | £2,046         |
| Covid Resilience               | £1,400         |
| WOMANity Project               | £20,860        |
|                                | 60,671         |
| Framework for Business         | 15,100         |
| Robertson Trust                | 10,000         |
| <b>TOTAL =</b>                 | <b>104,771</b> |

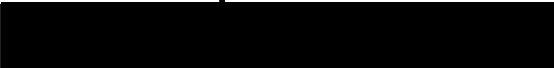
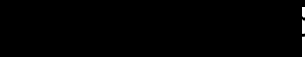
## Reserves Policy

Any surplus over the year is carried forward to the following year and used for the purpose of the association.

## Plans for the Future

The association intends to continue to develop the service provided, and to make changes where necessary to safeguard the viability of the association. The association is also in the process of becoming a Scottish Charity Incorporated Organisation (SCIO). When that is achieved, all assets and operations of the current association will be transferred to the said SCIO.

Approved by the Trustees on 30/8/22 and signed on their behalf by:

  
 Chairman

### Statement of Receipts and Payments for the Year Ending 31 March 2022

|                                       |           | Restricted    | Unrestricted  | Total                      | Total         |
|---------------------------------------|-----------|---------------|---------------|----------------------------|---------------|
|                                       |           | Funds         | Funds         | 2022                       | 2021          |
|                                       |           | £             | £             | £                          | £             |
| <b>Receipts</b>                       |           |               |               |                            |               |
| Voluntary Receipts                    |           |               |               |                            |               |
| Donations                             |           |               | 240           | 240                        | 1,990         |
| Grants                                | Note 5    | 88,271        | 16,500        | 104,771                    | 74,186        |
| Receipts from Charitable Activities   |           |               |               |                            |               |
| Donations                             |           |               | 16,815        | 16,815                     | 19,287        |
| Hire of training room                 |           |               | 1,488         | 1,488                      | 432           |
| Class fees                            |           |               | 3,898         | 3,898                      | 0             |
| <b>TOTAL RECEIPTS</b>                 |           | <b>88,271</b> | <b>38,941</b> | <b>127,212</b>             | <b>95,895</b> |
| <b>Payments</b>                       |           |               |               |                            |               |
| Cost of Charitable Activities         | Note 7    | 88,271        | 23,761        | 112,032                    | 84,332        |
| Governance Costs                      | Note 8    |               | 4,971         | 4,971                      | 3,191         |
| Purchase of Equipment                 | Notes 7&9 |               | 8,608         | 8,608                      | 3,190         |
| <b>TOTALS</b>                         |           | <b>88271</b>  | <b>37340</b>  | <b>125611</b>              | <b>90713</b>  |
| <b>Surplus (deficit) for the year</b> |           | <b>0</b>      | <b>1,601</b>  | <b>1601</b>                | <b>5182</b>   |
| <b>Funds reconcilliation</b>          |           |               |               |                            |               |
| Cash at bank and in hand 31/3/21      |           |               |               | 25,090                     | 19,908        |
| Surplus (deficit) for the year        |           |               |               | 1,601                      | 5,182         |
| Cash at bank and in hand 31/3/22      |           |               |               | 26,691                     | 25,090        |
| <b>Other Assets</b>                   |           |               |               |                            |               |
| Equipment (NBV)                       | Note 9    |               |               | 9,427                      | 4,030         |
|                                       |           |               |               | 9,427                      | 4030          |
| <b>Liabilities</b>                    |           |               |               |                            |               |
| Funds carried forward                 |           |               |               |                            |               |
| None                                  |           |               |               | £0                         |               |
|                                       |           |               |               | <b>TOTAL LIABILITIES =</b> | <b>£0</b>     |

## Net Assets

|                                    |   |                       |
|------------------------------------|---|-----------------------|
| Cash at bank and in hand @ 31/3/22 | = | £26,691               |
| Plus Other Assets                  | = | <u>£9,427</u>         |
|                                    |   | £36,118               |
| Less Liabilities                   | = | <u>£0</u>             |
| Net Assets @ 31/3/22               | = | <u><u>£36,118</u></u> |

Notes on pages 8 and 9 form an integral part of these accounts.

Approved by the trustees on 30/8/22 and signed on their behalf by:

  
  
Chairman 



# Notes to the Accounts of the Year Ending 31 March 2022

## Note 1 Basis of Accounting

These accounts have been prepared on the Receipts and Payments basis in accordance with the Charities and Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

## Note 2 Nature and Purpose of Funds

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity. The trustees maintain a single unrestricted fund for the day-to-day running of the Association.

Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes. During the year, the Association received grants as detailed in Note 5.

## Note 3 Related Party Transactions

The Association's insurance policy does not include Trustee indemnity insurance for any of its Trustees. No other remuneration was paid to the Trustees or any connected persons during the year.

## Note 4 Class Fees during the Pandemic

Due to the covid pandemic, causing coaching to be transferred to online mode, it was decided to dispense with class fees as such, informing students wishing to continue tuition online that their class fee payments would be treated as donations meantime and included with the donations from other sources.

## Note 5 Grants received

| Awarding Body           | Project                                   | Amount          |
|-------------------------|---|-----------------|
| Corra Foundation        | Covid Resilience                          | £4,000          |
| Framework for Business  | Covid Resilience                          | £15,100         |
| GCVS                    | Health & Wellbeing                        | £10,000         |
| Glasgow City Council    | School Holidays Food/Activities Programme | £36,365         |
| Glasgow City Council    | Covid Resilience                          | £1,400          |
| Glasgow City Council    | Area partnership                          | £2,046          |
| Glasgow City Council    | WOMANity Project                          | £20,860         |
| Adapt & Thrive          | Covid Resilience                          | £5,000          |
| Robertson Trust         | WOMANity Project                          | £10,000         |
| Total Grants Received = |   | <u>£104,771</u> |

## Note 6 Fundraising

Due to the covid pandemic, no fundraising events were possible. Instead, the association concentrated on obtaining funds via grants.

Note 7

|                                      | <u>Restricted</u> | <u>Unrestricted</u> | <u>Total</u> |
|--------------------------------------|-------------------|---------------------|--------------|
| <u>Cost of Charitable Activities</u> | <u>Funds</u>      | <u>Funds</u>        | <u>2022</u>  |
| Instructor fees and training         | 7,444             | 17,964              | 25,408       |
| Marketing                            |                   | 628                 | 628          |
| Rent                                 |                   | 680                 | 680          |
| Heating & Lighting                   |                   | 450                 | 450          |
| Uniforms                             |                   | 3,751               | 3,751        |
| Insurance                            |                   | 288                 | 288          |
| Projects                             | 80,827            |                     | 80,827       |
|                                      | 88,271            | 23,761              | 112,032      |
| Equipment purchase                   |                   | 8,608               | 8,608        |
|                                      | 88,271            | 32,369              | 120,640      |

Note 8

|                              | <u>Unrestricted</u> | <u>Total</u> |
|------------------------------|---------------------|--------------|
| <u>Governance Costs</u>      | <u>Funds</u>        | <u>2022</u>  |
| Telephone/Postage/Stationery | 2,664               | 2,664        |
| Subscriptions                | 130                 | 130          |
| General Expenses             | 1,677               | 1,677        |
| Honorarium                   | 500                 | 500          |
|                              | 4,971               | 4,971        |

Note 9

**Equipment Purchase 2022**

|                               |               |
|-------------------------------|---------------|
| Boxing equipment              |               |
| & 2 Air Cons                  | £7,644        |
| Belts, gloves & memory        |               |
| & external memory             | £814          |
| Meditation cushions           | £150          |
| <b>TOTAL EQUIPMENT COST =</b> | <b>£8,608</b> |

**Equipment/Furniture - net book value (NBV)**

| <u>Year of</u>                      | <u>Purchase</u> | <u>NBV @</u>   | <u>Less</u>  | <u>NBV @</u>   |
|-------------------------------------|-----------------|----------------|--------------|----------------|
| <u>Purchase</u>                     | <u>Cost</u>     | <u>31.3.21</u> | <u>Dep.*</u> | <u>31.3.22</u> |
| 2019                                | 1,537           | 615            | 308          | 307            |
| 2020                                | 800             | 480            | 160          | 320            |
| 2021                                | 3,190           | 2,552          | 638          | 1,914          |
| 2022                                | 8,608           |                | 1722         | 6,886          |
| <b>Total book value @ 31.3.22 =</b> |                 |                |              | <b>9427</b>    |

(\*Value depreciated @ 20% per annum)

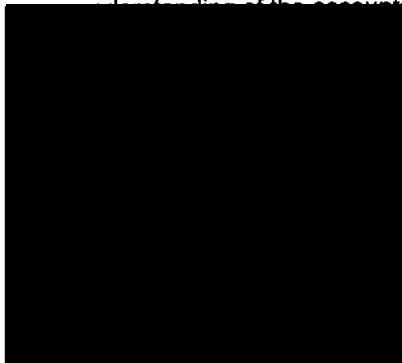
Note 10

**Transfer between funds**

No funds were transferred between restricted and unrestricted accounts during the year.

# OSCr

Office of the Scottish Charity Regulator

|  |   | Independent examiner's report on the accounts               |       |      |    |     |       | v2   |                 |
|--|---|---|-------|------|----|-----|-------|------|-----------------|
| Report to the trustees/members of                        | Charity name  | WING TSJUN SCOTLAND   |       |      |    |     |       |      |                 |
| Registered charity number                                |   | SC040232  |       |      |    |     |       |      |                 |
| On the accounts of the charity for the period            | Period start date   | Day   | Month | Year | to | Day | Month | Year | Period end date |
|  |   | 01  | 04    | 2021 |    | 31  | 03    | 2022 |                 |
| Set out on pages   |   | (remember to include the page numbers of additional sheets) |       |      |    |     |       |      |                 |
| Respective responsibilities of trustees and examiner     | <p>The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.</p>   |   |       |      |    |     |       |      |                 |
| Basis of independent examiner's statement                | <p>My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.</p>  |   |       |      |    |     |       |      |                 |
| Independent examiner's statement                         | <p>In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]</p> <ol style="list-style-type: none"> <li>which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> <li>to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and</li> <li>to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations</li> </ul> </li> </ol> <p>have not been met, or</p> <ol style="list-style-type: none"> <li>to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</li> </ol> |   |       |      |    |     |       |      |                 |
| Signed:  |    |   |       |      |    |     |       |      |                 |
| Name:  |   |   |       |      |    |     |       |      |                 |
| Relevant professional qualification(s) or body (if any): |   |   |       |      |    |     |       |      |                 |
| Address:   |   |   |       |      |    |     |       |      |                 |
|  | Date:   | 26 <sup>TH</sup> AUGUST 2022                                |       |      |    |     |       |      |                 |

\*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

## APPENDIX 3

### Disclosure section

Only complete if the examiner needs to highlight material problems.

Give here brief details of  
any items that the  
examiner wishes to  
disclose