

# **Leeds City Athletic Club**

Charity number 1147558

## **Annual Report and Financial Statements for the year ended 31 March 2019**



West Yorkshire Community Accounting Service

# **Leeds City Athletic Club**

## **Annual Report and Financial Statements for the year ended 31 March 2019**

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**Prepared by West Yorkshire Community Accounting Service**

# **Leeds City Athletic Club**

## **Trustees' report for the year ended 31 March 2019**

### **Reference and administrative details of the charity, its trustees and advisors**

The trustees during the financial year and up to and including the date the report was approved were:

<b>Name</b>	<b>Position</b>	<b>Dates</b>
Steve Linsell	President	
Ian Cooke	Chairman	Resigned 05 Apr 2019
James Gannon	Treasurer	Appointed 29 Nov 2018
David Driscoll	Treasurer	Resigned 29 Nov 2018
Ruth Gavaghan	Secretary	Resigned 02 Aug 2019
Sarah-Jane Gannon		Appointed 01 Mar 2019, resigned 26 July 2019
Michelle Howson	Wheelchair	Resigned 05 Apr 2019
Maria Townsend	Interim Chair	Appointed 06 Apr 2019

### **Charity number**

The charity was registered with the Charity Commission for England and Wales, number 1147558 on 01 Jun 2012.

### **Principal address**

John Charles Sports Centre  
Middleton Grove  
Leeds  
LS11 5DQ

### **Bankers**

Lloyds Bank	HSBC
25 Gresham Street	Queen Street
London	Morley
EC2V 7HN	Leeds
	LS27 8DY

### **Independent examiner**

Claire Welling

### **West Yorkshire Community Accounting Service**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

### **Structure, governance and management**

The charity is governed by a constitution adopted on 21 Feb 2012 as amended on 22 May 2012.

### **Method of recruitment and appointment of trustees**

The trustees of the charity are appointed by the members at the AGM.

# **Leeds City Athletic Club**

## **Trustees' report (continued) for the year ended 31 March 2019**

### **Objectives and activities**

#### **The charity's objects**

The promotion of community participation in healthy recreation in particular by the provision of facilities and coaching for athletics.

#### **The charity's main activities**

The Club provides athletics at John Charles Centre and Thursday evening all year round. This is available for any athlete U11 to senior level and wheelchair section. It provides track and field and endurance coaching. The club also has a significant membership who train off site at different venues especially Becketts Park Leeds University campus). Athletes are encouraged to compete for the club.

#### **Public benefit statement**

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the development of athletics.

#### **Achievements and performance**

The track and field section competed in Young Athletes Development Meetings during the year and the seniors in North League Meetings giving a large amount of participation by members in competing for the club. The wheelchair section meets every Thursday and has attendees from all over North of England.

The Senior endurance teams had success in national competitions including the senior ladies becoming national champions. One of the teams qualified for the Euro championship.

Membership costs have been reduced and an annual monthly option introduced for training at John Charles to give flexibility to members and parents with excellent value for money.

The club's website and Facebook has been revamped and a more up to date bank account with a desire to move the club to a cashless environment being implemented.

The club has started a modernisation agenda from 2018 to bring it forward with technology, finance and policy. This has seen instructions of electronic banking and updates to the website and Facebook initially. In the new tax year further developments on coaching and an England Athletics review will help the club move forward for the benefit of its members. Its elite endurance athletes continue to excel and modernisation of track and field is a priority including improving facilities at John Charles with assistance from Leeds City Council. Providing low cost high quality coaching for from U11 upwards remains a high priority.

#### **Financial review**

The net receipts for the year were £7,014, including net receipts of £6,814 on unrestricted funds and net receipts of £200 on restricted funds.

#### **Reserves policy**

The charity's free cash reserves at the year end were £42,265.

Of this £13,326 are liabilities to the club, as shown on the statement of assets and liabilities report.

The club likes to have £6,000 as a minimum reserve for three months rental. Additionally the club has had issues with the standard of the John Charles stadium and £10,000 is set aside in case we have to move stadium and purchase our own equipment, which is expensive.

In conjunction with a recent action plan facilitated by England Athletics we are in the process of agreeing budgets which will see potentially significant capital outlay on club infrastructure including coaching development, training of officials and hosting more events over the next 18 months.

Signed on behalf of the board of trustees:

Signed: J Gannon

Date: 9/1/2020

Name J Gannon (Trustee)

# **Leeds City Athletic Club**

## **Independent examiner's report to the trustees of Leeds City Athletic Club**

I report to the charity trustees on my examination of the accounts of the Trust for the year ended 31 March 2019, which are set out on pages 5 to 8.

### **Responsibilities and basis of report**

As the charity 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 Trust's accounts as carried out under section 145 of the 2011 Act. 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.

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.

Signed: C Welling                      Name: Claire Welling

Date: 13/1/2020

### **West Yorkshire Community Accounting Service**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**Leeds City Athletic Club**  
**Receipts and payments account**  
**for the year ended 31 March 2019**

	Notes	2019	2019	2019	2018
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
<b>Receipts</b>					
Club Night takings		20,957	-	20,957	18,875
Subscriptions		11,833	-	11,833	10,508
Training subscriptions		5,819	-	5,819	-
Sale of kit		1,192	-	1,192	1,028
League reimburse / Youth Dev League hardship		-	-	-	1,512
England Athletics levy		4,200	-	4,200	4,225
Entry fees		831	-	831	145
Northern Athletic levy		532	-	532	318
Club dinner		-	-	-	3,049
Grants, donations and sponsorship	(2)	1,376	556	1,932	855
Travel		508	-	508	899
Satellite club revenue		-	-	-	1,650
Interest		25	-	25	8
Sundries		3	-	3	399
Race prize		1,100	-	1,100	-
<b>Total receipts</b>		<b>48,376</b>	<b>556</b>	<b>48,932</b>	<b>43,471</b>
<b>Payments</b>					
Hire of facilities		21,279	-	21,279	21,481
Coach and travel		1,765	-	1,765	3,134
England Athletics affiliations		4,100	-	4,100	5,720
League affiliations		574	-	574	1,031
Entry fees		5,458	-	5,458	2,975
Postage, printing and stationery		851	-	851	394
Kit		2,163	-	2,163	2,327
Award evening		-	-	-	4,394
Match costs		2,550	-	2,550	1,202
Coaching fees		142	356	498	355
Sports therapy		460	-	460	460
Physiotherapy		1,064	-	1,064	819
Equipment		100	-	100	1,017
Sundries		87	-	87	244
Website		795	-	795	-
Donations		100	-	100	-
Bank charges		74	-	74	-
<b>Total payments</b>		<b>41,562</b>	<b>356</b>	<b>41,918</b>	<b>45,553</b>
<b>Net receipts / (payments)</b>		<b>6,814</b>	<b>200</b>	<b>7,014</b>	<b>(2,082)</b>
<b>Cash fund balances brought forward</b>		<b>35,451</b>	<b>-</b>	<b>35,451</b>	<b>37,533</b>
<b>Cash fund balances carried forward</b>	(3)	<b>42,265</b>	<b>200</b>	<b>42,465</b>	<b>35,451</b>

**Leeds City Athletic Club**  
**Statement of assets and liabilities**  
**as at 31 March 2019**

	2019	2019	2019	2018
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Cash funds</b>				
Cash at bank	(4) 42,265	200	42,465	35,451
<b>Total cash funds</b>	<u>42,265</u>	<u>200</u>	<u>42,465</u>	<u>35,451</u>

**Assets retained for the charity's own use**

Athletics kit and equipment

**Liabilities**

£

Independent examination	420
Prize money for athletes' use	1,100
Subscriptions paid in advance	5,987
Training subscriptions paid in advance	<u>5,819</u>
	<u>13,326</u>

**Approval of the accounts**

The financial statements were approved by the board of trustees on

Date: 9/1/2020

Signed: J Gannon

(Trustee)

Name J Gannon

# **Leeds City Athletic Club**

## **Notes to the accounts**

### **for the year ended 31 March 2019**

#### **1 Accounting policies**

##### **Basis of accounting**

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

The bank balance held at 31 March 2018 has been amended to show the amount reconciled to the statement. There were no restricted funds held at that date and the accounts have been amended to No other changes have been made to the accounts for previous years.

##### **Taxation**

As a registered charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

**Leeds City Athletic Club**  
**Notes to the accounts continued**  
**for the year ended 31 March 2019**

<b>2 Grants, donations and sponsorship</b>	2019	2019	2019	2018
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Leeds Athletic Network	-	356	356	-
English Cross Country Championships (ECCC)	1,000	200	1,200	-
Donations	376	-	376	855
	<u>1,376</u>	<u>556</u>	<u>1,932</u>	<u>855</u>

<b>3 Restricted funds</b>	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£
Leeds Athletic Network	356	356	-	-
ECCC	200	-	-	200
	<u>556</u>	<u>356</u>	<u>-</u>	<u>200</u>

**Fund name**

**Purpose of restriction**

Leeds Athletic Network  
ECCC

To spend with England Athletics on courses or similar  
Development grant

<b>4 Cash at bank</b>	2019	2018
HSBC 21187457	10,553	17,072
HSBC 10018686	13,602	13,583
HSBC 01198599	4,801	4,795
Lloyds bank	13,509	-
	<u>42,465</u>	<u>35,451</u>