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Registered number
4261792

British Tennis Coaches Association Limited

Report and Accounts

30 September 2004



BRITISH TENNIS COACHES' ASSOCIATION LTD

REPORT AND ACCOUNTANTS 30TH SEPTEMBER 2004

REGISTERED No. 4261792

British Tennis Coaches Association Limited **Directors' Report**

The directors present their report and accounts for the year ended 30 September 2004.

Principal activities

The company's principal activity during the year continued to be to promote and service tennis coaches and coaching at all levels.

Directors

The directors who served during the year were as follows:

J Poynder
C Tinker
L Mellor

Company Structure

The company is limited by guarantee. The liability of the members is limited and in the event of the company being wound up every member is required to contribute a maximum of £1 to the assets of the company.

Small company special provisions

The report of the directors has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

This report was approved by the board on 5th October 2004.



L Mellor
Director

British Tennis Coaches Association Limited
Chartered Accountants' Report

Chartered Accountants' Report to the Board of Directors
on the unaudited accounts of British Tennis Coaches Association Limited

In accordance with the engagement letter dated 5th October 2004, and in order to assist you to fulfil your duties under the Companies Act 1985, we have compiled the accounts of the company which comprise the Profit and Loss Account, the Balance Sheet and the related notes from the accounting records and information and explanations you have given to us.

This report is made to the Company's Board of Directors, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the accounts that we have been engaged to compile, report to the Company's Board of Directors that we have done so, and state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and the Company's Board of Directors, as a body, for our work or for this report.

We have carried out this engagement in accordance with technical guidance issued by the Institute of Chartered Accountants in England and Wales and have complied with the ethical guidance laid down by the Institute relating to members undertaking the compilation of accounts.

You have acknowledged on the balance sheet for the year ended 30th September 2004 your duty to ensure that the company has kept proper accounting records and to prepare accounts that give a true and fair view under the Companies Act 1985. You consider that the company is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the accounts. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the accounts.



Stephen Rosser
Chartered Accountants

43 Bridge Road
Grays
Essex
RM17 6BU

5th October 2004

British Tennis Coaches Association Limited
Profit and Loss Account
for the year ended 30 September 2004

	Notes	2004 £	2003 £
Turnover		225,142	227,729
Administrative expenses		(207,812)	(203,595)
Operating profit	2	17,330	24,134
Interest receivable		3,604	3,256
Profit on ordinary activities before taxation		20,934	27,390
Tax on profit on ordinary activities	3	-	18
Profit for the financial year		20,934	27,408
Retained profit for the financial year	9	20,934	27,408

The Companies Act 1985 requires that the results of this non-profit making organisation are presented in the above way. However, all references to profit or loss should be interpreted as being surplus or deficit of income over expenditure.

British Tennis Coaches Association Limited
Balance Sheet
as at 30 September 2004

	Notes	2004 £	2003 £
Fixed assets			
Tangible assets	4	14,746	22,117
Current assets			
Stocks		3,500	3,500
Debtors	5	856	-
Cash at bank and in hand		280,259	253,492
		284,615	256,992
Creditors: amounts falling due within one year	6	(69,437)	(47,187)
Net current assets		215,178	209,805
Total assets less current liabilities		229,924	231,922
Creditors: amounts falling due after more than one year	7	(22,932)	(45,864)
Net assets		206,992	186,058
Capital and reserves			
Profit and loss account	9	206,992	186,058
		206,992	186,058

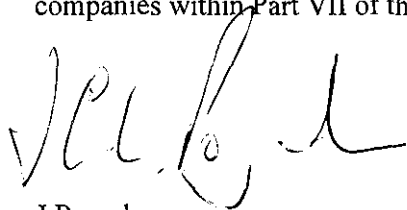
British Tennis Coaches Association Limited
Balance Sheet
as at 30 September 2004

The directors are satisfied that the company is entitled to exemption under Section 249A(1) of the Companies Act 1985 and that no member or members have requested an audit pursuant to section 249B(2) of the Act.

The directors acknowledge their responsibilities for:

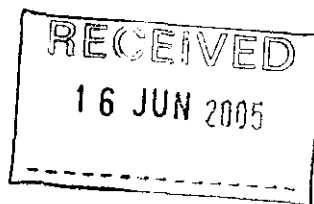
- (i) ensuring that the company keeps proper accounting records which comply with Section 221 of the Companies Act 1985; and
- (ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of Section 226 of the Companies Act 1985, and which otherwise comply with the requirements of this Act relating to accounts, so far as applicable to the company.

The accounts have been prepared in accordance with the special provisions relating to small companies within Part VII of the Companies Act 1985.



J Poynder
Director

Approved by the board on 5th October 2004



1 Accounting policies

Turnover

Depreciation

Plant and machinery	20% straight line
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Stocks

2 Operating profit

This is stated after charging:

3 Taxation

2004	2003
£	£

Analysis of charge in period

Current tax:

UK corporation tax on profits of the period

$$- \quad (18)$$

British Tennis Coaches Association Limited
Notes to the Accounts
for the year ended 30 September 2004

4 Tangible fixed assets

	Plant and machinery £
Cost	
At 1 October 2003	39,347
Additions	500
At 30 September 2004	<u>39,847</u>
Depreciation	
At 1 October 2003	17,230
Charge for the year	7,871
At 30 September 2004	<u>25,101</u>
Net book value	
At 30 September 2004	<u>14,746</u>
At 30 September 2003	<u>22,117</u>

5 Debtors

2004 2003
£ £

Other debtors	<u>856</u>	<u>-</u>
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6 Creditors: amounts falling due within one year

2004 2003
£ £

Trade creditors	46,505	24,255
Deferred income	22,932	22,932
	<u>69,437</u>	<u>47,187</u>

7 Creditors: amounts falling due after one year

2004 2003
£ £

Deferred income	<u>22,932</u>	<u>45,864</u>
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8 Deferred income

During 2002 the Lawn Tennis Association paid a sum of £114,660 to the company. This was to compensate the company for no longer having the use of staff, offices and equipment at the Lawn Tennis Association headquarters. For the five years to 30th September 2006 one fifth of this sum (£22,932) will be recognised as income.

British Tennis Coaches Association Limited
Notes to the Accounts
for the year ended 30 September 2004

9 Profit and loss account	2004	2003
	£	£
At 1 October	186,058	158,650
Retained profit	20,934	27,408
At 30 September	<u>206,992</u>	<u>186,058</u>

On 1st October 2001 the company took over the assets of the British Tennis Coaches Association and commenced operating on that date.

British Tennis Coaches Association Limited
Income And Expenditure Account and Notes
For The Year Ended 30th September 2004

	Notes	2004		2003	
Income		£	£	£	£
Subscriptions			179,105		188,308
LTA Grant			22,932		22,932
Bank Interest Receivable			3,604		3,256
Profit on Supplies			1,016		445
Profit on Training Courses	1 & 4		2,387		9,312
Patrons, Sponsors and Other			19,702		6,732
			<u>228,746</u>		<u>230,985</u>
Expenditure					
Old Stock Written off			-		5000
Counties Paybacks		21114		12334	
Promotion & Advertising		2671		1140	
Committee Fees and Expenses	2	23696		19527	
Player Plus Championships		7767		8173	
Handbook		4473		6257	
News and Views Costs		17238		16144	
Administration Expenses	3	92394		101981	
Accountancy		1410		1028	
Legal & Professional		-2985		3380	
Project Expenses		5,992		-	
Insurance		26553		21375	
Taxation		(500)		(18)	
Depreciation and Asset Disposals		7871		9215	
			<u>207,694</u>		<u>205,536</u>
Net Surplus before Special Projects			21,052		25,449
Special Projects Expenses					
BTCA County Awards			118		(1,959)
			<u>20,934</u>		<u>27,408</u>
Net Surplus for the year					
1 Profit on Training Courses					
Profit on Monthly Events (Note 6)			3,136		1,258
The Inner Game Courses			(839)		(91)
Mentoring Grants			-		(971)
Profit on International Conference			-		640
Profit on Annual Conference			90		8,476
			<u>2,387</u>		<u>9,312</u>

British Tennis Coaches Association Limited
Notes To The Income And Expenditure Account
For The Year Ended 30th September 2004

			2004	2003
			£	£
2	Committee Expenses	<u>Fees</u> <u>Expenses</u>		
		£ £		
	Chairman	3,730 203	3,933	3,725
	Treasurer	3,575 871	4,446	4,423
	Editor	1,615 200	1,815	1,735
	Coaches Training	4,700 (75)	4,625	4,780
			<u>14,819</u>	<u>14,663</u>
	Committee Meetings Expenses		8,877	4,864
			<u>23,696</u>	<u>19,527</u>
3	Administration Expenses			
	Office Expenses		39545	52632
	Permanent Staff Costs		52206	45274
	Secretarial Assistance		643	4075
			<u>92394</u>	<u>101981</u>
4	Profit/Loss on Monthly IST Courses	<u>Income</u> <u>Expenses</u> <u>Profit/Loss</u>		
	Date	£ £ £		
	BTCA Stringers Course	Oct 2,173 2,805	(632)	
	BTCA Stringers Course- Test	Oct 439	439	
	Doing The Basics Better	Oct 768 666	102	
	Spec. Young Perf. Workshop	Nov 600 640	(40)	
	Primary School Glasgow	Nov 1,310 761	549	
	Primary School Oxford	Nov 1,340 697	643	
	Training for Clubs & Schools	Jan 1,344 520	824	
	Coach Apprentice Course	Feb 1,104 604	500	
	Primary School Gloucester	Mar 1,563 570	993	
	Primary School Sunderland	Mar 1,077 928	149	
	Primary School Cheshire Oaks	Mar 1,266 630	636	
	Primary School Barnstable	Mar 787 650	137	
	Club Stringers Redbridge	Apr 845 654	191	
	Club Stringers Test Day	Apr 275 885	(610)	
	Primary School Orpington	May 957 400	557	
	Mental Skills Sutton	May 495 612	(117)	
	Primary Schools Leeds	Jun 702 548	154	
	Power of Movement North'pton	Jul 500 1,478	(978)	
	1st Aid & Keeping 10-13 Yr	Sep 1,085 1,446	(361)	
			<u>3136</u>	<u>1258</u>