

APPLEBY SPORTS CENTRE LIMITED
COMPANY LIMITED BY GUARANTEE
UNAUDITED FINANCIAL STATEMENTS
31 JULY 2014

Charity Number 1125895

SAINT AND CO
Chartered Accountants
4 Mason Court
Gillan Way
Penrith 40 Business Park
Penrith
Cumbria
CA11 9GR



APPLEBY SPORTS CENTRE LIMITED COMPANY LIMITED BY GUARANTEE

FINANCIAL STATEMENTS

YEAR ENDED 31 JULY 2014

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APPLEBY SPORTS CENTRE LIMITED COMPANY LIMITED BY GUARANTEE

MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS

Registered charity name	Appleby Sports Centre Limited
Charity number	1125895
Company registration number	05813570
	Appleby Sports Centre Battlebarrow Appleby Cumbria CA16 6XU
Registered office	Appleby Sports Centre Battlebarrow Appleby Cumbria CA16 6XU
Trustees	Mrs C Haworth Mr M Stephenson Mr J S Weir Mrs S M Westgarth
Secretary	Mrs S M Westgarth
Independent examiner	David Andrew Liddle, for and on behalf of Saint & Co 4 Mason Court Gillan Way Penrith 40 Business Park Penrith Cumbria CA11 9GR
Bankers	HSBC Plc 21 Boroughgate Appleby Cumbria CA16 6XF

APPLEBY SPORTS CENTRE LIMITED COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 JULY 2014

The trustees, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 July 2014.

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of members of the board and professional advisers on page 1 of the financial statements.

THE TRUSTEES

The trustees who served the charity during the period were as follows:

Mrs C Haworth
Mr M Stephenson
Mr J S Weir
Mrs S M Westgarth

STRUCTURE, GOVERNANCE AND MANAGEMENT

Legal Status

It is a company limited by guarantee and as such, does not have a share capital. Every member undertakes to contribute such amounts as may be required (not exceeding £1) to the company's assets if it should be wound up whilst he is a member, or within one year after he ceases to be a member, for payment of the company's debts and liabilities contracted before he ceases to be a member, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributories among themselves.

Governing document

Appleby Sports Centre Limited is an independent registered charity governed by its memorandum and articles of association dated 11 May 2006.

Organisational structure

The Trustee body, consisting of four trustees representing various community or user groups, is responsible for the running of the sports centre.

The management group, which consists of the trustees and some invited user group representatives, meets every other month to discuss all matters connected with the running of the sports centre.

An executive Finance & Planning group, consisting of at least three trustees (chairman, vice-chairman and treasurer) and the centre manager, also meet every other month alternate to the month of the meeting of the management group. Matters requiring further investigation or monitoring as a result of the management meeting are gone through. Details are fed back to the next management group meeting.

The sports centre manager reports regularly to both the management group and the executive group.

APPLEBY SPORTS CENTRE LIMITED COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 JULY 2014

Method adopted for the recruitment and appointment of new trustees

Any member of the Company may nominate a member of the Management Committee.

The company may by ordinary resolution appoint a person who is willing to act to be a member of the Management committee either to fill a vacancy or as an additional member of the Management Committee.

The Management committee may appoint a person who is willing to act to be a member of the Management Committee, either to fill a vacancy or as an additional member of the Management Committee, provided that the appointment does not cause the number of members of the Management Committee to exceed the maximum number of the members of the Management Committee. A member of the Management Committee so appointed shall hold office only until the next following annual general meeting. S/he shall vacate office at the conclusion thereof.

Subject to the articles of the company, all members of the Management Committee will retire in rotation, 1/3 each year, over a 3 year period. Members newly appointed will retire at the point that the member they are replacing, would have retired. All retiring members may stand again for re-election. From time to time the Management Committee will review the retirement rotation and may adjust it.

Trustee induction and training

New Trustees are shown a copy of the Charity's Articles of Association and advised on the policy, procedure and responsibilities of the Charity under the Charities Act.

Major risks to which the charity is exposed

The trustees have examined the major strategic, business and operational risks which the charity faces and confirms that systems have been established to enable regular reports to be produced so that necessary steps can be taken to lessen these risks.

OBJECTIVES AND ACTIVITIES

Summary of the objects set out in the governing document

The charity's purposes as set out in the objects contained in the company's memorandum of association are to: benefit the public by improving the health, general well-being and social circumstances of the people of the area by healthy recreation through sport.

The aims of the charity are to establish a Sports Centre offering sport, recreational and leisure facilities to the community in the Eden District Council area, and in particular the area in and around Appleby-in-Westmorland.

How our activities deliver public benefit

All our charitable activities focus on being able to offer affordable facilities to all age groups and individuals within the area, including primary and secondary school children, and the elderly and disabled. These are undertaken with a view to furthering our charitable purposes for the public benefit.

APPLEBY SPORTS CENTRE LIMITED COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 JULY 2014

ACHIEVEMENTS AND PERFORMANCE

Appleby Sports Centre has had another very successful year. However we have had some problems to deal with the heating system continues to leak though we are steadily getting this under control. After our manager resigned our plan to employ a team to run the centre has been successful. Together they have developed new courses and have dramatically improved relations with our customers. We have again started some new activities such as Cheerleading, Zumba, Free Running, Circus skills and have developed other exercise classes. We have continued to strengthened links with existing groups and sports clubs: badminton, football, cricket, karate etc. including North Country Leisure (NCL) who run all the sporting and leisure activities for Eden District Council (EDC).

COMMUNITY USAGE

The local community have continued to support the Sports Centre. The numbers of local people attending sport sessions has continued to increase. This has been shown right across the numbers of courses that we put on. The Sports Centre has continued to be used seven days a week. Once again this is due to the commitment shown by the staff and Trustees who will open and close the Sports Centre on a voluntary basis when necessary.

ACHIEVEMENTS AND PERFORMANCE

Bookings continued to rise in the weekday session to the extent that we have little or no capacity most evenings from September to Easter. We have continued to work hard to improve the lettings during the summer period and at the weekends which have traditionally been quiet periods for the Centre. We are working in partnership with Eden District Council in developing holiday clubs aimed at young people. These cover a range of sporting activities and go on throughout the day for two to three days a week.

School use of the centre is still from nine am until five pm in the term time. We are developing the weekends which have traditionally been slow. We now run trampolining and gymnastics, the Badminton Club have brought in county badminton and other competitions and we continue to allow Appleby Tennis Club to use the hall on Saturdays and Sundays when it is empty to play tennis at an extremely low rate on condition that we have no other users. The range of sports and sport related courses increased with the addition of spinning courses Zumba and Cheerleading. In order to help with capacity problems we now a proper agreement with the School over the use of the gymnasium. On Sunday afternoons through the winter we worked with local cricket clubs to develop an indoor league.

The Sports Centre has continued to develop its links with the Badminton Club, Appleby Tennis Club, Appleby Cricket Club and Appleby Football Club, with members from those organisations attending management meetings. We have continuing support from Appleby Town Council and Eden District Council with a Councillor and an Officer respectively having standing invitations to our management meetings.

Our relationship with Appleby Grammar School is still very good with two members of the PE staff attending management meetings. The Sports Centre suffers from low level damage caused by pupils. This continues to be an issue. We are talking to Appleby Grammar School about how we might improve and eradicate this problem. It is noteworthy that we have not suffered any damage following community sessions.

Once again we have to report a high level of extraordinary maintenance issues caused by the original design and build. We are continuing to suffer leaks from the windows in the roof over the main passage and in the heating system in the main hall. These all appear to be incurable. We continue to suffer from leaks from the heating system in the main hall. This is caused by there being no expansion joints in the system and so eventually the leaks occur. These leaks will continue to cost

APPLEBY SPORTS CENTRE LIMITED COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 JULY 2014

money over the next 3 years until virtually the whole of the system has been replaced. We have also had to purchase a scaffold system to reach the leaks and to be able to work on them in safety.

FINANCIAL REVIEW

Financially we have had another improved year better than the previous year. We continue to sell confectionary and soft drinks. This has brought more money into the organisation. £6,539 compared to £1,571 in the previous year. By the end of the year we had built up a balance sheet reserve of £32,467 of which nearly £30,000 is in cash. This enables us to be able to cover the cost of replacing boilers and other components of the heating system when we need to. We are looking forward to another successful year and are confident that we are now in a position to develop the building and the surrounding site.

Policy on reserves

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity to enable them to guard against shortfall and to cover them for contingencies.

PLANS FOR FUTURE PERIODS

The Trustees are continuing to work on plans to use the Sports Centre during the summer period when bookings are still historically very low. During this period we are continuing to provide facilities for various sports clubs at marginal rates in order to bring in income and usage.

We have updated and are continuing to improve the Sports Centre's Development Plan and the new management team and the Trustees are actively looking at how we might increase the usage of the hall and of all of our sporting equipment e.g. spinning bikes, trampolines etc.

RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also the directors of Appleby Sports Centre Limited for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and the income and expenditure of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
 - observe the methods and principles in the Charities SORP;
 - make judgements and accounting estimates that are reasonable and prudent;
 - state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
 - prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.
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APPLEBY SPORTS CENTRE LIMITED COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 JULY 2014

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

INDEPENDENT EXAMINER

David Andrew Liddle, for and on behalf of Saint & Co has been re-appointed as independent examiner for the ensuing year.

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Registered office:
Appleby Sports Centre
Battlebarrow
Appleby
Cumbria
CA16 6XU

Signed on behalf of the trustees



John Weir
Director

23 April 2015

APPLEBY SPORTS CENTRE LIMITED COMPANY LIMITED BY GUARANTEE

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF APPLEBY SPORTS CENTRE LIMITED YEAR ENDED 31 JULY 2014

I report on the accounts of the charity for the year ended 31 July 2014 which are set out on pages 8 to 14.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of Appleby Sports Centre Limited for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

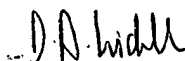
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

David Andrew Liddle, for and on behalf of Saint & Co
Independent examiner

4 Mason Court
Gillan Way
Penrith 40 Business Park
Penrith
Cumbria
CA11 9GR



23 April 2015

APPLEBY SPORTS CENTRE LIMITED COMPANY LIMITED BY GUARANTEE

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 JULY 2014

	Note	Total Funds 2014 £	Total Funds 2013 £
INCOMING RESOURCES			
Incoming resources from generating funds:			
Voluntary income	2	6,904	1,772
Investment income	3	32	2
Incoming resources from charitable activities	4	55,031	52,536
TOTAL INCOMING RESOURCES		<u>61,967</u>	<u>54,310</u>
RESOURCES EXPENDED			
Costs of generating funds:			
Fundraising trading: cost of goods sold and other costs	5	(5,321)	(1,723)
Charitable activities	6/7	(43,714)	(44,679)
Governance costs	8	(767)	(760)
TOTAL RESOURCES EXPENDED		<u>(49,802)</u>	<u>(47,162)</u>
NET INCOMING RESOURCES FOR THE YEAR/NET INCOME FOR THE YEAR	9	12,165	7,148
RECONCILIATION OF FUNDS			
Total funds brought forward		20,302	13,154
TOTAL FUNDS CARRIED FORWARD		<u>32,467</u>	<u>20,302</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 10 to 14 form part of these financial statements.

APPLEBY SPORTS CENTRE LIMITED COMPANY LIMITED BY GUARANTEE

BALANCE SHEET

31 JULY 2014

	Note	2014 £	£	2013 £
FIXED ASSETS				
Tangible assets	11		606	731
CURRENT ASSETS				
Stocks	12	602		—
Debtors	13	5,113		4,658
Cash at bank and in hand		29,710		18,573
		35,425		23,231
CREDITORS: Amounts falling due within one year	14	(3,564)		(3,660)
NET CURRENT ASSETS			31,861	19,571
TOTAL ASSETS LESS CURRENT LIABILITIES			32,467	20,302
NET ASSETS			32,467	20,302
FUNDS				
Unrestricted income funds	15		32,467	20,302
TOTAL FUNDS			32,467	20,302

For the year ended 31 July 2014 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These financial statements were approved by the members of the committee and authorised for issue on the 23 April 2015 and are signed on their behalf by:

MR J S WEIR

MRS S M WESTGARTH

Company Registration Number: 05813570

The notes on pages 10 to 14 form part of these financial statements.

APPLEBY SPORTS CENTRE LIMITED COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 JULY 2014

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), and the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005).

Incoming resources

Income is received in the way of grants and services provided and are included in the statement of financial activities in the period to which they relate. Grant income is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Resources expended

Resources expended are included on an accruals basis. They include attributable VAT which cannot be recovered.

Costs of generating funds comprise the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

Fixed assets

All fixed assets are initially recorded at cost.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Equipment	- 20% straight line
Fixtures & Fittings	- 20% straight line

The trustees have decided on a depreciation policy for donated assets of a 100% write down in the year the asset is donated.

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

APPLEBY SPORTS CENTRE LIMITED COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 JULY 2014

1. ACCOUNTING POLICIES *(continued)*

Unrestricted funds

These are donations and other incoming resources receivable or generated for the objects of the charity without further specified purposes and are available as general funds.

2. VOLUNTARY INCOME

	Unrestricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Donations			
Donations	365	365	201
Sale of confectionery and drinks	6,539	6,539	1,571
	<u>6,904</u>	<u>6,904</u>	<u>1,772</u>

3. INVESTMENT INCOME

	Unrestricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Bank interest receivable	32	32	2

4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Room Hire	53,550	53,550	50,271
Car Parking - Fair	1,481	1,481	2,265
	<u>55,031</u>	<u>55,031</u>	<u>52,536</u>

5. FUNDRAISING TRADING: COST OF GOODS SOLD AND OTHER COSTS

	Unrestricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Purchase of confectionery and drinks	5,321	5,321	1,723

6. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Operation of Sports Centre	43,714	43,714	44,679

APPLEBY SPORTS CENTRE LIMITED COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 JULY 2014

7. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Activities undertaken directly	Total Funds 2014	Total Funds 2013
	£	£	£
Operation of Sports Centre	<u>43,714</u>	<u>43,714</u>	<u>44,679</u>

8. GOVERNANCE COSTS

	Unrestricted Funds	Total Funds 2014	Total Funds 2013
	£	£	£
Accountancy fees	<u>767</u>	<u>767</u>	<u>760</u>

9. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

	2014	2013
	£	£
Depreciation	<u>235</u>	<u>213</u>

10. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2014	2013
	£	£
Wages and salaries	24,190	22,514
Social security costs	—	—
	<u>24,190</u>	<u>22,514</u>

The trustees received no remuneration in relation to services provided to the charity during the year.

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2014	2013
	No	No
Number of staff	<u>2</u>	<u>2</u>

No employee received remuneration of more than £60,000 during the year (2013 - Nil).

APPLEBY SPORTS CENTRE LIMITED COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 JULY 2014

11. TANGIBLE FIXED ASSETS

	Equipment £	Fixtures & Fittings £	Total £
COST			
At 1 August 2013	1,915	78,765	80,680
Additions	110	–	110
At 31 July 2014	<u>2,025</u>	<u>78,765</u>	<u>80,790</u>
DEPRECIATION			
At 1 August 2013	1,184	78,765	79,949
Charge for the year	235	–	235
At 31 July 2014	<u>1,419</u>	<u>78,765</u>	<u>80,184</u>
NET BOOK VALUE			
At 31 July 2014	<u>606</u>	<u>–</u>	<u>606</u>
At 31 July 2013	<u>731</u>	<u>–</u>	<u>731</u>

12. STOCKS

	2014 £	2013 £
Stock	<u>602</u>	<u>–</u>

13. DEBTORS

	2014 £	2013 £
Trade debtors	2,395	1,940
Prepayments	2,718	2,718
	<u>5,113</u>	<u>4,658</u>

14. CREDITORS: Amounts falling due within one year

	2014 £	2013 £
Trade creditors	2,758	2,380
Other creditors	806	1,280
	<u>3,564</u>	<u>3,660</u>

15. UNRESTRICTED INCOME FUNDS

	Balance at 1 August 2013 £	Incoming resources £	Balance at 31 July 2014 £
General Funds	<u>20,302</u>	<u>12,165</u>	<u>32,467</u>

**APPLEBY SPORTS CENTRE LIMITED
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 JULY 2014

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets	Net current assets	Total
	£	£	£
Unrestricted Income Funds	606	31,861	32,467
Total Funds	<u>606</u>	<u>31,861</u>	<u>32,467</u>

17. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee and as such does not have a share capital.