



# **Helensburgh Amateur Athletic Club**

**Scottish Charity: SC048176**

## **Trustees' Annual Report & Receipts & Payments Accounts**

**For the Year Ended 31 March 2020**

Linda Hunter, CIMA Mip  
Linda Hunter Accounting & Consulting Services  
Drum Millig, 146 Sinclair Street  
Helensburgh  
G84 9AT

**TRUSTEES' ANNUAL REPORT and RECEIPTS & PAYMENTS ACCOUNTS**  
**For the year ended 31 March 2020**

---

<b>CONTENTS</b>	<b>PAGE</b>
Trustees' Annual Report	3
Independent Examiner's Report	6
Statement of Receipts & Payments	7
Statement of Balances	8
Notes to the Accounts	9

**HELENSBURGH AMATEUR ATHLETIC CLUB**  
**SC048176**

**TRUSTEES ANNUAL REPORT**  
**For the year ended 31 March 2020**

---

The trustees present their annual report and financial statements for the year ended 31 March 2020, along with the independent examiner's report.

The Helensburgh Amateur Athletic Club is a charity registered with the Office of the Scottish Charity Regulator (OSCR), charity number SC048176.

### **Trustee recruitment and appointment**

Trustees are elected at the annual general meeting. The quorum for a members' meeting is 20% of the total members or 10 members (whichever is the lesser), present in person. The Trustees who served during the year and were in office on the date the accounts were approved are as stated below:

Laura Johnstone (President)  
Darren Murphy (Vice-President)  
Rosemary Wilson (Treasurer)  
Laura Johnstone (Secretary)  
Ian Williams (Welfare Officer)

### **Structure, Governance and Management**

The Charity is governed by its constitution, there are copies available on both the Junior and Senior websites.

The management committee, which normally meets on 3<sup>rd</sup> Wednesday of each month, are the charity's trustees. The management of the Charity is vested in the management committee, members of which are elected by the membership at the annual general meeting.

All committee members and coaches are volunteers and there are no paid staff within this Charity. We have Chris Baillie is a paid coach who invoices us for his services. All coaches conduct training courses. And are registered through Scottish Athletics and hold PGV clearance for working with Children.

Membership is open to Junior and Senior from age 9, including some members of the original jogging group and therefore founder members of the Club living in Helensburgh and surround areas.

## **Objectives and Activities**

The Club operates as a non-profit distributing Charity whose principal objects are to advance public participation in sport through the promotion and advancement of Athletics.

The object of the Club shall be to provide facilities for and to promote amateur athletics generally, in track and field, road running, and cross country running particularly. To provide a sound athletic coaching base for young athletes, and to encourage local residents to take up the sport no matter their age or ability. To undertake other activities incidental or conducive to the furtherance of these objectives. The Club is committed to equality of opportunity, irrespective of any personal issues such as gender, gender reassignment, marital status, disability, age, race, colour, nationality or sexual orientation.

The Club accepts and shall comply with the Welfare Policy and Procedures for athletics in the UK (which incorporates child protection) issued by Scottish Athletics working in partnership with UK Athletics.

The Club has an appointed Welfare Officer who shall be an ex officio member of the executive committee and shall be responsible for the administration of the Club's Scottish Athletics' Codes of Conduct and Scottish Athletics' Child Protection Policy are available on both Junior and Senior websites, noted below.

## **Achievements and Performance**

All achievements of both Senior and Junior members are posted on the Club Websites.

Junior website – <https://helensburghaac.teamapp.com/>

Senior website – <https://haac.teamapp.com/>

To date Helensburgh Amateur Athletic Club numbers over 200 members. These members take part in numerous events throughout the year, these include: Outdoor Track & Field - Competing in the Central and Southern Athletics League and the Youth Development League. Indoor Track & Field - Competing in the Scottish Athletic Indoor League during the Winter season. Various Road Races and numerous Cross Country races including – Dunbartonshire AAA XC Championships & Relays, West District XC Championships and Relays and the National XC Championships and Relays.

## **Statement of Risk**

The management committee has assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity and are satisfied that systems are in place to mitigate the exposure to major risks.

## **Future Plans**

During the coming year it has been discussed that we will be driving forward with recruiting new Senior members as the numbers have declined in recent years. We plan to have open nights to encourage and welcome new members. We have a lot of interest from new members and feel this would be a positive step to encourage attendance.

The Junior section is already at the maximum intake in line with the number of Trained Coaches and this also has a waiting list for pending members.



## HAAC's Visions and Values

The Club works on the principal of inspiring participation, progress and performance with the agreed club vision being as follows:

**Club vision** – To develop and inspire the athlete in every member and provide support in fulfilment of their goals.

### Club values

**Inclusive** – Welcoming and developing every level of athlete; from beginners to winners.

**Friendship** – Building friendships through shared involvement, enjoyment and goals.

**Community** – The club is run by the members, for the members and is an active part of the Local Community.

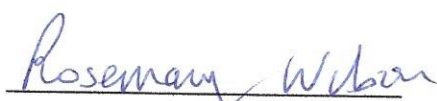
**Having fun** – Enjoying athletics with like-minded and supportive friends

## Financial Review

A total of £ 28,953 was income reported during the year, this being £ 15,546 from memberships, £ 9370 from Junior and Senior Events. We do not receive any core funding. Expenditure in the year amounted to £30,033 resulting in an overall deficit of £ 1,080.

The Trustees aim is to keep a general reserve of at least £ 15,000. Currently the balance on the account is higher than normal due to the sale of the leasehold (£150,000) on part of our land in 2017. This money is currently planned for development of new land for Junior activities. This is at an advanced discussion stage and is planned to be released during 2020. This has currently been delayed due to COVID 19 but will be progressing towards the end of this year. In the view of the management committee, the charity has sufficient unrestricted reserves to continue to operate for the foreseeable future.

Approved by the Trustees and signed on their behalf by



Rosemary Wilson  
Treasurer

Date – ~~31/08/2020~~

31/11/2020

**HELENSBURGH AMATEUR ATHLETIC CLUB**  
**SC048176**

**INDEPENDENT EXAMINERS REPORT**  
**For the year ended 31 March 2020**

---

I report on the accounts of Helensburgh Amateur Athletic Club (SC048176) for the year ended 31 March 2020 which are set out on pages 6-8.

**Respective responsibilities of the Trustees and Examiner**

The charity's Trustees are responsible for the preparation of accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and Charities Accounts (Scotland) Regulations 2006 as amended in 2010. 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.

**Basis of Independent Examiner's Statement**

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 in those records. It also includes the consideration of any unusual items or disclosures in the accounts, and seeks explanations from the Trustees concerning 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 view given by the accounts.

**Independent Examiner's Statement**

In the course of 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 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
  - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

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.



21/10/2020

Linda Hunter

Linda Hunter Accounting & Consulting Services

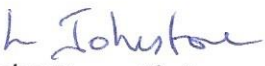
Drum Millig, 146 Sinclair Street


Helensburgh, G84 9AT

STATEMENT OF RECEIPTS & PAYMENTS  
For the year ended 31 March 2020

	Notes	Unrestricted £	2020 Restricted £	Total £	2019 Total £
<b>INCOME</b>					
Membership Fees	1	£15,546	-	£15,546	£11,669
Fundraising		-	-	-	-
Donations/Fundraising	2	£540	-	£540	£3,708
Donations 2		-	-	-	£194,054
Bank Interest Received		£741	-	£741	£673
Organised Senior Races		£6,020	-	£6,020	£3,460
Organised Junior Events		£3,350	-	£3,350	£4,154
Club Clothing		£2,756	-	£2,756	£2,792
Other Income		£0	-	£0	£349
	4	£28,953	-	£28,953	£220,859
<b>EXPENDITURE</b>					
Organised Senior Events	5	£1,546	-	£1,546	£1,320
Senior Membership Refund		£150	-	£150	-
Junior Membership Refund		£80	-	£80	-
Organised Junior Events	5	£3,583	-	£3,583	£2,122
Hermitage Let Costs	6	£4,233	-	£4,233	£3,724
Coach Expenses		£2,369	-	£2,369	£2,482
Chris Bailey Coach Costs	7	£5,575	-	£5,575	£8,102
Club Clothing		£2,801	-	£2,801	£4,082
Clubhouse Insurance		£0	-	£0	£542
Post & Stationery		£261	-	£261	£101
Clubhouse Costs		£6,698	-	£6,698	£2,032
Affiliation Fees to Scottish Athletics		£1,522	-	£1,522	£1,917
Rates & Insurance		£280	-	£280	£280
New Athletic Equipment		£0	-	£0	£2,733
Miscellaneous Costs		£50	-	£50	£8
Donations/Fundraising	3	£360	-	£360	-
Accountancy & Admin		£225	-	£225	£225
Legal Expenses		£0	-	£0	£7,765
Misc: Race Number Prints, Pins, etc.		£123	-	£123	-
Misc: Hospitality for Events, Parents Evening, etc.		£70	-	£70	-
Bank Charges		£108	-	£108	£151
		£30,033	-	£30,033	£37,586
Surplus/(deficit) for the year		-£1,080	-	-£1,080	£183,273
<b>Bank and cash in hand</b>					
Opening balances		£183,273	-		£0
Surplus/(deficit) for year		-£1,080	-		£183,273
<b>Closing balances</b>	8	<b>£182,193</b>	-		<b>£183,273</b>

	9	Fund		
<b>Assets</b>				
Debtors (Fees)		Unrestricted Funds	£0	£0
<b>Liabilities</b>				
Independent Examiner's Fee		Unrestricted Funds		£225

  
 L Johnstone – Chair  
 Date  
 3/11/2020

  
 R Wilson - Treasurer  
 Date  
 3/11/2020



**HELENSBURGH AMATEUR ATHLETIC CLUB**  
**SC048176**  
**NOTES TO THE ACCOUNTS**  
**For the year ended 31 March 2020**

**1. Fees**

The Membership Fees increased by £ 3,877 during the year due to a large promotion to boost Senior Memberships. At the AGM it was agreed that membership fees would continue to be reviewed on a regular basis.

**2. Donations & Fundraising Income**

£ 540 collected in fundraising raised in total =  
 £150 from Tea/Coffee morning collected at Jean's Bothy.  
 £390 Raised from Christmas Raffle

**3. Donations/Sponsorship Expenditure**

£ 360 paid out in Donations =  
 £100 paid for Donation to Dumbarton Park Run  
 £ 130 paid to Jean's Bothy  
 £ 130 paid to Lomond Carers

**4. Overall Income Increase**

There has been an overall increase in Income during the year by £ 2,148. Income from 2019 excluding £ 194054 from Balance Transfer from CASC was £ 25,805, Income from 2020 was £ 28953, giving an increase of £ 2,148.

**5. Junior and Senior Events**

Increase in the overall income from the Junior and Senior Events throughout 2019/2020. However these stopped in March due to COVID 19. It is still a possibility that Hell'n'Back race in September 2020 shall take place. We are waiting further guidance from Scottish Athletics.

**6. Let Costs**

We have an increase in the use of Hermitage Academy School facilities throughout this year as this is being used more for Training Session than the previous year.

**7. Profession Coach Fees – Chris Baillie**

Reduction in costs for Chris as his contract was renegotiated. This is reviewed on a regular basis.

**8. Bank and cash in hand**

Closing balances as at 31<sup>st</sup> March 2020 are noted below.

CURRENT ASSETS	31/03/2020	31/03/2019
Debtors		
Cash	£214.03	£5.96
Deposit Account Santander	£125,791.18	£125,350.78
Deposit Julian Hodge Bank	£30,000.00	£30,000.00
Current account Santander	£13,218.71	£15,320.43
Current Account Royal Bank of Scotland	£12,969.09	£12,596.29
<b>Total of current assets</b>	<b>£182,193.01</b>	<b>£183,273.46</b>

**9. Assets**

There is no specific asset register held however there is an insurance policy to cover assets up to £15,000 (landing mats, javlin etc) in the event of any loss or damage.