



Helensburgh Amateur Athletic Club

Scottish Charity: SC048176

Trustees' Annual Report & Receipts & Payments Accounts

For the Year Ended 31 March 2021

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**TRUSTEES' ANNUAL REPORT and RECEIPTS & PAYMENTS ACCOUNTS
For the year ended 31 March 2021**

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HELENSBURGH AMATEUR ATHLETIC CLUB
SC048176

TRUSTEES ANNUAL REPORT
For the year ended 31 March 2021

The trustees present their annual report and financial statements for the year ended 31 March 2021, 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 ten 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 3rd 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 a Professional Coach, Chris Baillie who is Self Employed and 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 in track and field, road running, and cross country running particularly. To provide a sound athletic coaching base for young athletes, and to encourage residents to start 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 which 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 one hundred members, this has decreased during the current climate and restrictions regarding COVID. These members take part in numerous events throughout the year, where permitted due to restrictions, these normally 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, those related to the operations and finances of the charity and are satisfied those systems are in place to mitigate the exposure to major risks.

Future Plans

We intend to continue to drive 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 also recruiting new members and expect the membership level to increase throughout 2021/2022. This will continue to be reviewed in line with Government Guidelines regarding maximum numbers and activities permitted with COVID restrictions.

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 £ 7,711 of income was reported during the year, this being £ 6,013 from memberships, £ 975 from Junior and Senior Events and £ 380 from Club Clothing. We do not receive any core funding.

Expenditure in the year amounted to £14,164 resulting in an overall deficit of £ 6,452.

The Trustee's aim is to keep a general reserve of at least £ 15,000. Currently the overall 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 2021. This continues to be delayed due to COVID 19 but will be continuing to progress with our Local High School and Argyll & Bute Council. In the view of the management committee, the charity has sufficient unrestricted reserves to continue to operate for the near future.

Approved by the Trustees and signed on their behalf by

Rosemary Wilson
Treasurer

Date -

**HELENSBURGH AMATEUR ATHLETIC CLUB
SC048176**

**INDEPENDENT EXAMINERS REPORT
For the year ended 31 March 2021**

I report on the accounts of Helensburgh Amateur Athletic Club (SC048176) for the year ended 31 March 2021 which are set out on pages 7-9.

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 conducted 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 attention should be drawn to enable a proper understanding of the accounts to be reached.

Linda Hunter, CIMA Mip
Linda Hunter Accounting & Consulting Services
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HELENSBURGH AMATEUR ATHLETIC CLUB
SC048176
STATEMENT OF RECEIPTS & PAYMENTS
For the year ended 31 March 2021

	Notes	Unrestricted £	2021 Restricted £	Total £	2020 Total £
INCOME					
Membership Fees		£6,013	-	£6,013	£15,546
Fundraising		-	-	-	-
Donations/Fundraising		£0	-	£0	£540
Donations		-	-	-	-
Bank Interest Received		£344	-	£344	£741
Organised Senior Races		£975	-	£975	£6,020
Organised Junior Events		£0	-	£0	£3,350
Club Clothing		£380	-	£380	£2,756
Other Income		£0	-	£0	£0
	1	£7,711	-	£7,711	£28,953
EXPENDITURE					
Organised Senior Events		£896	-	£896	£1,546
Senior Membership Refund		£0	-	£0	£150
Junior Membership Refund		£0	-	£0	£80
Organised Junior Events		£0	-	£0	£3,583
Hermitage Let Costs		£1,113	-	£1,113	£4,233
Coaching Expenses		£70	-	£70	£2,369
Professional Coach Expenses/Fees	6	£2,635	-	£2,635	£5,575
Club Clothing		£406	-	£406	£2,801
Clubhouse Insurance	5	£993	-	£993	£0
Post & Stationery		£0	-	£0	£261
Clubhouse Costs		£1,741	-	£1,741	£6,698
Affiliation Fees to Scottish Athletics		£1,031	-	£1,031	£1,522
Rates & Insurance		£280	-	£280	£280
New Athletic Equipment/Set up Costs for New Training Ground	4	£4,200	-	£4,200	£0
Miscellaneous Costs		£0	-	£0	£50
Donations/Fundraising		£0	-	£0	£360
Accountancy & Admin		£225	-	£225	£225
Legal Expenses		£0	-	£0	£0
Misc: Office Supplies, Race Number Prints, Pins, etc.		£250	-	£250	£123
Misc: Hospitality for Events, Parents Evening, etc.		£0	-	£0	£70
Bank Charges		£90	-	£90	£108
PPE Kit		£234	-	£234	£0
	2	£14,164	-	£14,164	£30,033
Surplus/(deficit) for the year	3	-£6,452	-	-£6,452	-£1,080

	Notes	Unrestricted £	Restricted £	
Bank and cash in hand				
Opening balances		£0	-	£0
Surplus/(deficit) for year		-£6,452	-	£0
Closing balances	7	£175,741	-	£182,193
Fund				
Assets				
Debtors (Fees)		Unrestricted Funds		£0
				£0
Liabilities				
	8			
Independent Examiner's Fee		£225	-	£225
				£225

These accounts were approved by the Trustees and signed on their behalf by;

L Johnstone – Chair
Date

R Wilson - Treasurer
Date

HELENSBURGH AMATEUR ATHLETIC CLUB
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NOTES TO THE ACCOUNTS
For the year ended 31 March 2021

1. Income

Reduction in overall income due to COVID, this restricted all aspect of income

Fees - in line with reduced training we reduced the membership fees.

Organised events - reduced from £ 9,370 to £ 975

Clothing - reduced from £ 2,756 to £ 380 At the AGM it was agreed that membership fees would continue to be reviewed on a regular basis.

2. Expenditure

Overall expenditure decreased from previous year as to be expected with limited use of facilities and outgoing expenses.

3. Summary for Financial Year 2020/2021

It has been an exceedingly difficult year for the Club. With overall loses running at £ 6452, loss of memberships and being able to use Club Facilities. Predictions for 2021/2022 are already starting to look better as restrictions are being slowly lifted. The general feeling is that it will take some time for the Club to recoup this loss, but all committee members strongly feel that this is possible.

4. Junior Facilities Expenditure

Preliminary costing of £ 4,200 has been paid for Feasibility Study for a section of the School Ground at Hermitage Academy to be set up for the Club to use. This has been suspended at present due to COVID. It is hope this will restart in 2021/2022

5. Insurance for Club House

It had become known that the Club House Insurance policy was not set up to renew automatically. This has now, and this is the first year of new costs.

6. Professional Coach Expenses/Fees

Reduction in costs for Our Professional Coach, as his contract was renegotiated in 2020. This will continue to be reviewed on a regular basis. However, these expenses were impacted with the COVID restrictions.

7. Bank and cash in hand

Closing balances as of 31st March 2021 are noted below.

	31/03/2021	31/03/2020
Debtors		
Cash	£0.00	£214.03
Deposit Account Santander	£75,906.49	£125,791.18
Deposit Julian Hodge Bank	£30,000.00	£30,000.00
Current account Santander	£6,342.48	£13,218.71
Current Account Royal Bank of Scotland	£63,491.61	£12,969.09
Total of current assets	£175,740.58	£182,193.01

8. Assets/Liabilities

There is no specific asset register held however there is an insurance policy to cover assets up to £25,000 (landing mats, javelin etc) in the event of any loss or damage.

Accountant Fee for this year £ 225.