



# **Helensburgh Amateur Athletic Club**

**Scottish Charity: SC048176**

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

**For the Year Ended 31 March 2024**

Linda Hunter, CIMA Mip  
Linda Hunter Accounting & Consulting Services  
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TRUSTEES’ ANNUAL REPORT and RECEIPTS & PAYMENTS ACCOUNTS  
For the year ended 31 March 2024

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**TRUSTEES ANNUAL REPORT**  
**For the year ended 31 March 2024**

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The trustees present their annual report and financial statements for the year ended 31 March 2024, along with the independent examiner's report.

Helensburgh Amateur Athletic Club (HAAC) 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 (AGM). 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 financial year 2023/2024 and were in office on the date the accounts were approved are as stated below:

Alan Oliver (President)  
Claire Heasman (Secretary)  
Ian Brown (Treasurer)  
Darren Murphy (Junior Secretary)  
Ian Williams (Welfare Officer)  
Other Trustees:

Debbie Savage  
Emma Wilson  
Nicky Bridges  
Dianne McLaughlan  
Jill Rooney

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

The Charity is governed by its constitution, a copy of which is posted on the Helensburgh Amateur Athletic Club website ([www.helensburghaac.com](http://www.helensburghaac.com)).

The management committee, which meets monthly, are also 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 AGM in accordance with the Club Constitution.

All committee members and club coaches are volunteers with no paid staff within the Charity. The Club has however utilised the services of a professional coach (Mr Chris Baillie) during the year who invoiced monthly for his consultancy services. All club coaches involved in junior training are registered through Scottish Athletics and hold PGV clearance for working with children.

HAAC membership is open to Juniors from age 9 to 18 years, and senior members 18+ including some founder members of the Club who are honorary members.

## **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 key objective of the Club is to promote amateur athletics in track and field, road running, cross country and trail running. It also provides a sound athletic coaching base for young athletes and seeks to encourage residents in Helensburgh and the surrounding area to start or return to the sport, irrespective of age or ability.

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 fully complies 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 a nominated Welfare Officer who is a member of the management committee and responsible for the administration of the Club's Scottish Athletics' Codes of Conduct and Scottish Athletics' Child Protection Policy. These policies are available on both Junior and Senior websites, noted below.

## **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

## **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. A comprehensive insurance policy is also in place with Ansvar Insurance (Charity and Community) which provides Public Liability, Buildings Insurance and Trustee Indemnity.



## **Achievements and Performance**

The Club had over one hundred and fifty members during the 2023/2024 financial year, with the split between Junior and Senior members being slightly in favour of the junior section. These numbers continue to improve compared to previous years where COVID restrictions had a significant impact on membership.

Competitions and organised running events continue to increase with members taking part in numerous events throughout the year, both local and further afield.

These included Indoor and 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.

Competition plays a major role in the development of the Junior athletes and notable athletic achievements are posted on the Club Websites.

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

Senior website – [Welcome - HELENSBURGH AMATEUR ATHLETIC CLUB \(HAAC\) \(helensburghaac.com\)](https://helensburghaac.com/)

## **Progress and Future Plans**

Progress continues to be made attracting new members in 2023/2024, particularly in the junior section.

The Helensburgh 10Km road race held in May each year is a major undertaking for the club in terms of organisation. This is part of the Babcock 10Km race series and attracts over 400 runners from Helensburgh and the surrounding area.

The new website, launched last year, has been successful in promoting the Club both within the local and the athletic/running community. This provides a valuable source of information for club members and a Contact Form, which allows prospective members to find out more about the club's activities, has been well used.

The objective to progress with plans to install a jump/throw facility at Hermitage Academy for junior members has made little progress during the year. Discussions with Argyll and Bute Council and other stake holders have taken place, but the Club has been so far unable to interest a suitable contractor to undertake the work.

A major overhaul of Senior training sessions has taken place during the year to ensure they meet the needs of the members. As a result, the number of Scottish Athletics trained Run Leaders has significantly increased and consideration being given to how additional training sessions can be introduced.

The committee are also working with Scottish Athletics on the Club Together initiative to evaluate the benefits of having a paid employee to work on behalf of the committee to expand the club's activities.

## Financial Review

Income for the year from all sources totalled £20,459, compared to £15,859 in the previous year. This increase was partly due to increased membership subscriptions, £12,517 compared to £10,008 in 2023/2024 and from increased bank interest payments (£2,577, up from £695 in previous year). As the trail race (Hel'n'Back) did not take place, the income from races was slightly down at £3,435 although this included an award from Argyll and Bute Council of £1,250 towards the cost of road closures for the Babcock 10Km.

Other income includes £837 from sales of club clothing from stock and a rebate of £637, which was received from the Clubhouse water supplier, Business Stream.

Expenditure for the year was £19,462, up from £18,853 in the previous year.

This reflected an overall increase in club activity as well as increased expenditure on Clubhouse maintenance and Coaches/Run Leaders education. Hermitage Academy lets remained at a similar level to the previous year although professional coaching costs reduced significantly due to the mid-year resignation of our professional coach, Chris Baillie.

The cost of competition entries for juniors was down on the previous year (£544 compared to £1,517) partly due to cancellation of the Scottish Athletics Indoor League (SAIL) to allow refurbishment of the Emirates Arena, although activity of Seniors at competitions is slowly returning to historical levels.

As no additional funding is received, other than noted above, the Club was able to record a surplus of £998 in the financial year, reversing a deficit of £2,994 as reported in 2022/2023.

The Trustee's aim is to keep a general reserve of at least £20,000. Currently the overall balance on the accounts is significantly higher than this due to the sale of the leasehold land in 2017.

It remains the view of the Trustees that a portion of the excess funds should be allocated to the construction of new Junior jump/throw facility while ensuring the charity has sufficient unrestricted reserves to operate for the foreseeable future.

Approved by the Trustees and signed on their behalf by: -

Sign:   
Ian Brown – Treasurer

Date: 24/04/24



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

**INDEPENDENT EXAMINERS REPORT**  
**For the year ended 31 March 2024**

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I report on the accounts of Helensburgh Amateur Athletic Club (SC048176) for the year ended 31 March 2024 which are set out on pages 8-9.

**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.



1/5/2024

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 2024**

	Notes	2024 Unrestricted £	2024 Restricted £	Total £	2023 Total £
<b>INCOME</b>					
Membership Fees		£12,517	-	£12,517	£10,006
Fundraising		-	-	-	-
Donations		£262	-	£262	£119
Bank Interest Received		£2,577	-	£2,577	£695
Organised Senior Races		£3,435	-	£3,435	£4,311
Organised Junior Events		£98	-	£98	£90
Club Clothing		£837	-	£837	£602
Other Income/Bank Transfer	1.	£733	-	£733	£35
		£20,459	-	£20,459	£15,859
<b>EXPENDITURE</b>					
Organised Senior Events		£2,321	-	£2,321	£1,107
Junior Membership Refund		0	-	0	£245
Organised Junior Events		£995	-	£995	£2,004
Hermitage Let Costs		£3,391	-	£3,391	£3,471
Coaching Expenses		£3,080	-	£3,080	£1,674
Professional Coach Expenses		£2,523	-	£2,523	£4,181
Club Clothing		£155	-	£155	£827
Clubhouse Insurance		£1,493	-	£1,493	£1,281
Clubhouse Costs		£2,495	-	£2,495	£1,978
Affiliation Fees to Scottish Athletics		£916	-	£916	£890
Clubhouse Ground Rent		£280	-	£280	£280
New Athletic Equipment/Set up					
Costs for New Training Ground		£600	-	£600	0
Miscellaneous Costs		£398	-	£398	£365
Donations/Fundraising		£330	-	£330	0
Accountancy & Admin		£240	-	£240	£233
Post and Stationery		£125	-	£125	0
Bank Charges/Transfers		£90	-	£90	£83
Hospitality for Events/Parents		£29	-	£29	0
		£19,462	-	£19,462	£18,853
	2.	£998	-	£998	<b>-£2,994</b>



	Notes	Unrestricted £	Restricted £
<b>Bank and cash in hand</b>			
Opening balance		£166,219	-
Surplus/(deficit) for year		998	-
<b>Closing balance</b>		<b>£167,217</b>	-

#### Assets/Liabilities

There is no specific asset register held however there is an insurance policy to cover assets up to £50,000 (landing mats/javelin etc) in the event of any loss or damage.



**Bank and cash in hand** - Closing balances as of 31<sup>st</sup> March 2024 are noted below:

CURRENT ASSETS	Notes	31/03/2024	31/03/2023
Debtors			
Cash		£0.00	£0.00
Deposit Account Santander		£70,246.12	£71,076.72
Current account Santander		£852.62	£932.16
Current Account Royal Bank of Scotland		£96,117.78	£94,209.84
<b>Total of current assets</b>		<b><u>£167,216.52</u></b>	<b><u>£166,218.72</u></b>

#### Notes:

1. 'Other income' includes the £637 rebate from the Club's water supplier (Business Stream).
2. There was an overall surplus of funds in 2023/2024 of £998 compared to a deficit of £2,994 in the previous year.

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

Sign:  Date: 24/4/23 Sign:  Date: 24/04/24  
Alan Oliver – President Ian Brown – Treasurer