Annual Accounts and Reports

For the year ended 31 August 2019

Registered Charity No 1056069

#### Annual Report for the year ending 31 August 2019

Calday Grange Swimming Pool Trust, Gourleys Lane, West Kirby, Wirral, CH48 8AS, is registered with the Charity Commissioners (No 1056069) and constituted by Deed of Trust.

The Charity is administered by the Trustees:

Chairman	-	Mr Roger Cooke				
Other Trustees	-	Mrs Sandra Hind, Mrs Catherine Johnson				
		Mr Brian Magor – Resigned 11 September 2018				
		Mr John Chapman				
		Mr R Ross				
		Mr M Rodaway	- (Ex Officio)			
		Mrs Elaine Phillips				
		Mr Edgar Wilson				

#### Structure Governance and Management

Appointment of Trustees can be for various reasons. The original Trustees were elected, from the groups who use the pool on a regular basis, to provide a fair representation to all. If possible a trustee retiring, will recommend a replacement from their group, to allow for some continuity. We have also appointed Trustees, for their specific knowledge or expertise, following an interview.

The trustees are aware of various risks to the charity, and regularly review all risk factors. Risks assessed include the physical risks involved with running a swimming pool, and risks involved with funding and running costs.

#### **Objectives and Activities**

The objective of the charity is to maintain Calday Grange Swimming Pool, for the communal use of local clubs and organisations. The Trustees aim to sustain and improve the standards of the facilities provided at the swimming pool for the benefit of local users. The charity employs full-time and part time pool attendants, some of whom are members of the user groups. The charity relies on the continuing support of the user groups, and on the help of volunteers.

The trustees have taken into account the guidance issued by the Charity Commission on public benefit.

There is an agreement whereby the Trust leases the premises from the Governors of Calday Grange Grammar School, which takes into account swimming time made available to the school. The Trust has a long-term lease on the pool which is in the process of being extended.

#### Achievement and Performance

During the period user groups covering all age ranges, continued to use the pool on a regular basis. Local schools' swimming is an important contribution to the use of the pool. Other organisations, have also hired the facilities on an occasional basis.

The attendance for the swimming lessons run by the Trust has been maintained through the year, and adult lessons have been added.

During the year, the outside cladding of the building was replaces along with some window, helping to improve the appearance, and hopefully the fuel efficiency for the future. Many other building and equipment repairs and replacements have been made to improve the general environment of the pool for users.

#### Plans for the future

The trustees are always looking for ways to improve the environment of the pool, and when funds are available have several projects under discussion. The trustees still consider that improved changing facilities and disabled access are important aims for the future, and will discuss options in the coming year, and investigate funding sources. The fact that the lease was extended this year, will be helpful for large grant applications.

#### **Financial Review**

Reserves were accumulated, in the past, so that further improvements can be carried out. During the year, works carried out during the year have reduced the amount added to reserves this year.

#### **Reserves Policy**

The Trust was created to manage the swimming pool for the benefit of the local community. The Trustees have considered the requirement to hold reserves on the following bases: -

- 1. The pool is quite old, and there will be a constant requirement for maintenance.
- 2. This maintenance will sometimes necessitate planned closure of the pool resulting in loss of earnings.
- 3. There will always be a chance of emergency closure, due to failure of equipment etc, again resulting in loss of income.
- 4. If for any reason the pool were to close permanently, we would require funds to pay creditors, and to cover our statutory liability to employees.

Where possible the Trustees try to plan closedown and repair activities to take place each summer, and in doing this, assess what work will be done. The funds required are accumulated in reserves. In some cases, if the work planned is on a large scale, the Trustees will need to accumulate reserves over a longer period. It is also necessary to build in a contingency fund to cover unplanned emergency repair costs.

The Reserves total includes capitalised plant and machinery, and building alterations totalling £15,824 (2018 - £31,647). The Trustees continued aim is to increase the Reserves, to enable more improvements to buildings plan and equipment

Reserves at the end of the period were £127,205 made up as follows:

-	£2,451
-	£Nil
-	£12
-	£124,742
	- - -

The trustees declare that they have approved the trustees report above. Signed on behalf of the charity's trustees.

Roger Cooke, Chairman

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Date: 25.05.20

#### Independent Examiner's Report to the Trustees of Calday Grange Swimming Pool Trust

I report on the accounts of the Trust for the year ending 31 August 2019, which are set out on pages 6 to 14.

#### **Respective responsibilities of trustees and examiner**

As the charity's trustees you are responsible for the preparation of the accounts: you consider that the audit requirement of section 144(2) of the Charities Act 2011 (the 2011 Act) does not apply and that an independent examination is needed. It is my responsibility to examine the accounts under section 145 of the 2011 Act, and to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 145 (5)(b) of the 2011 Act, 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 commissioners. 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 I do not express an audit opinion on the view given by the accounts.

#### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 2. The accounts do not comply with those records; or
- 3. The accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

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V Wynne, FCCA Chartered Accountant Haines Watts Wirral Limited 1 Abbots Quay Monks Ferry Birkenhead, Merseyside CH41 5LH

Charity Number 1056069

### Statement of Financial Activities for the year ending 31 August 2019

	Notes	Unrestricted Funds 2019 £	Restricted Funds 2019 £	2019 Total £	2018 Total £
Income					
Donations and legacles	3	12	-	12	970
Income from charitable activities	4	271,716	-	271,716	270,554
Investment income			-	-	-
Total Income		271,728		271,728	271,524
Expenditure Expenditure on raising funds: Raising funds within the Charity Expenditure on charitable activities Total expenditure	5	- 269,265 <b>269,265</b>	- - -	- 269,265 <b>269,265</b>	- 250,747 <b>250,747</b>
Net income for the year		2,463		2,463	20,777
Total funds at 1 September		124,742		124,742	103,965
Total funds at 31 August		127,205	-	127,205	124,742

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

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## Statement of Financial Position as at 31<sup>st</sup> August 2019

	Note	20	019	20	)18
		£	£	£	£
Fixed Assets					
Tangible fixed assets	11	15,824		31,647	
Total Fixed Assets			15,824		31,647
Current Assets					
Debtors	12	66,074		41,278	
Cash at bank and in hand		<u>58,760</u>		64,267	
Total Current Assets		124,834		105,545	
Creditors: amounts falling due					
Within one year	13	<u>13,453</u>		12,450	
Net Current Assets			111,381		93,095
Net Assets			<u>127,205</u>		<u>124,742</u>
Income Funds					
Unrestricted Funds			127,205		124,742
Restricted Funds	14		-		-
Total Funds			<u>127,205</u>		<u>124,742</u>

•• C M Johnson, Treasurer

..... R Cooke, Chairman

25.05.20

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#### Notes to the Accounts

#### 1.1 Basis of accounting

The financial statements of the Charity, which is a public benefit entity under FRS 102, have been prepared in accordance with 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

#### **1.2** Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- The requirements of Section 7 Statement of Cash Flows.

#### 1.3 Preparation of the accounts on a going concern basis

The trustees have considered the future trading of the Charity. They have a reasonable expectation that the Charity can continue to meet its liabilities as they fall due. On this basis, the trustees consider it appropriate to prepare the financial statements on the going concern basis.

#### 2 Accounting policies

#### INCOME

#### Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make Judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

#### Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for a particular project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

#### INCOME

All incoming resources are included in the Statement of Financial Activities (SOFA) when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- Income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- Legacy income is recognised when receipt is probable and entitlement is established.
- Income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- Income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

#### EXPENDITURE

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered, and is classified under headings of the statement of financial activities to which it relates:

- Expenditure on raising funds includes the costs of all fundraising activities, events, noncharitable trading activities, and the sale of donated goods.
- Expenditure on charitable activities includes all costs incurred by a charity in undertaking
  activities that further its charitable aims for the benefit of its beneficiaries, including those
  support costs and costs relating to the governance of the charity apportioned to charitable
  activities.
- Other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

#### **TANGIBLE ASSETS**

Fixed assets (excluding investments) are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.

#### DEPRECIATION

Depreciation is calculated so as to write off the cost or valuation of the asset, less its residual value, as follows:

Plant and equipment – 25% straight line

#### DEBTORS

Debtors are recognised at the settlement amount due after any trade discounts offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### CASH AT BANK AND IN HAND

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the account.

#### **CREDITORS AND PROVISIONS**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### PENSIONS

The charity operates a defined contribution pension scheme for the staff, and the cost in the accounts is the cost to the charity in the year.

#### 3 Income from donations and legacies

	2019 £	2018 £
Donations	12	970
	12	970
4 Income from charitable activities		
	2019 £	2018 £
Swimming pool income	271,716	270,554
	271,716	270,554

#### 5 Expenditure by charitable activity

	Pool costs (note 6)	Support costs (note 7}	Governance costs	Total funds 2019	Total funds 2018
	£	£	£	£	£
Staff costs	138,078	-	-	138,078	135,338
Premises costs	80,619	-	-	80,619	53,665
Depreciation	15,823	-	-	15,823	15,823
Professional fees	-	-	660	660	798
Operating costs	28,043	6,042	-	34,085	45,123
	262,563	6,042	660	269,265	250,747

#### 6 Pool costs

	2019	2018
	£	£
Wages and salaries	137,399	134,985
Pensions	679	353
Chemicals	3,397	3,546
Heat and light	32,521	27,802
Cleaning	1,868	2,259
Rates	9,347	9,428
Repairs and renewals buildings	33,486	10,630
Repairs and renewals equipment	12,325	18,499
Insurance	9,643	8,540
Training costs	4,255	5,629
Bad debts	-	_
Pool closedown costs	-	-
Cost of swimming lessons	1,820	2,492
	246,740	224,163

#### 7 Support costs

	2019 £	2018 £
Telephone	622	1,142
Postage	203	196
Stationery	1,232	2,062
Advertising	706	560
Bank charges	343	-
Sundry expenses	2,936	6,003
	6,042	9,963

#### 8 Staff costs

	2019 £	2018 £
Wages and salaries	137,399	134,985
Other pension costs	679	353
	138,078	135,338

The average number of employees during the year was as follows:

	2019	2018
Average number of staff	37	33

No employees received emoluments in excess of £60,000.

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The key management personnel of the Trust comprises of the pool manager. The total employee benefits of the key management personnel were  $\pm 25,477$  (2018 -  $\pm 25,350$ ).

<b>Trustee Expenses</b> Number of trustees who were paid expenses Nature of the expenses	<b>2019</b> 3 repaid expenditure	2018 1 repaid expenditure
Total amount paid	<b>f</b> 1,421	<b>£</b> 698
9 Fees for examination of the accounts	2019 £	2018 £
Independent examiners fees	660	798

#### 10 2018 Comparatives for the Statement of Financial Activities

	Unrestricted	Restricted	2018 Total
	Funds £	Funds £	£
Income			
Donations and legacies	970	-	970
Income from charitable activities	270,554	-	270,554
Investment income	-	-	-
Total Income	271,524	-	271,524
Expenditure			
Pool Running Costs	250,747	· _	250,747
Total Expenditure	<u>250,747</u>	-	<u>250,747</u>
Net Income	20,777	-	20,777
Total funds at 1 September	103,965	-	103,965
Total funds at 31 August	124,742	-	124,742

### 11 Tangible fixed assets

	Buildings Plant & Alterations Machine		Fixtures & Fittings	Total	
	£	£	£	£	
Cost	38,048	110,523	18,656	167,227	
Balance brought forward					
Additions	-	-	-	-	
Disposals	-	-	-	-	
Cost at 31 August 2019	38,048	110,523	18,656	167,227	
Depreciation					
Balance brought forward	38,048	78,876	18,656	135,580	
Disposals	-	-	-	-	
Charge for year	-	15,823	-	15,823	
Depreciation at 31 August 2019	38,048	94,699	18,656	151,403	
Net Book Value					
31 August 2019		15,824	-	15,824	
31 August 2018	-	31,647	-	31,647	

### 12 Debtors and prepayments

Amounts falling due within one year	2019	2018
Trade debtors	± 60,157	£ 35,717
Prepayments	5,917	5,561
Total	66,074	41,278

## 13 Creditors due within one year

	2019	2018	
	£	£	
Trade creditors	5,439	4,972	
Other creditors		45	
PAYE	1,555	1,466	
Accruals	6,459	5,967	
Total	13,453	12,450	

#### 14 Statement of funds

	Brought forward			Transfers in/(out)	Carried forward	
General funds Restricted funds	<b>£</b> 124,742	<b>£</b> 271,728	<b>£</b> (269,265) -	£	<b>£</b> 127,205 -	
Total funds	124,742	271,728	(269,265)	-	127,205	

#### **15** Pension commitments

The Charity makes contributions to certain pension schemes for its employees. The assets of these schemes are held separately from those of the Charity in independently administered funds. The pension cost charge represents contributions payable by the Charity to the fund and amounted to f679 (2018 - f353)

#### 16 Controlling Party

The charity is under the control of the board of trustees.

## Accounts for the year ending 31 August 2019

Accounts for the year ending 51 August 2019		2010	2019		2018	
1.	Income & Expenditure Account	£ 2019			£ £	
-		L	-	-	-	
income						
Swimming pool hire			227,025		210,252	
	ming lessons		40,454		37,584	
	r income		65		16,828	
Traini	ing courses		4,172		5,890	
			271,716		270,554	
Less E	Expenses					
Wage	25	137,399		134,985		
Pensi	on	679		353		
Chem	nicals	3,397		3,546		
Heat	and light	32,521		27,802		
Clean	ing	1,868		2,259		
Rates	& waste disposal	9,347		9,428		
Repai	rs & renewals buildings	33,486		10,630		
Repai	rs & renewals equipment	12,325		18,499		
insura	ance	9,643		8,540		
Telep	hone	622		1,142		
Posta	ge	203		196		
Statio	nery	1,232		2,062		
	ng costs	4,255		5,629		
Adver	tising	706		560		
	intancy	660		798		
Bad d		-		-		
	lose down costs	-		-		
	Equipment (Non Capital)	-		-		
	of swimming lessons	1,820		2,492		
-	ciation	15,823		15,823		
	Charges	343		-		
Sundr	y Expenses	<u>_2,936</u>		6,003		
		•	<u>269,265</u>		<u>250,747</u>	
	ng (Loss) / Surplus		2,451		19,807	
-	Income					
	st received s & Donations		-		-	
	s & Donations ce to reserves		12		970	
			2,463		20,777	
nesen	ves at 31 August 2018		<u>124,742</u>		<u>103,965</u>	
Reserv	ves at 31 August 2019		<u>127,205</u>		<u>124,742</u>	