

Trustees' Annual Report for the period						
From	Period start date			To	Period end date	
	Day 01	Month 06	Year 2019		Day 31	Month 05

Section A Reference and administration details

Charity name	HEATH PARK RANGERS AFC	
Other names charity is known by		
Registered charity number (if any)	1121421	
Charity's principal address	18 ST AGNES ROAD	
	HEATH	
	CARDIFF	
	Postcode	CF14 4AP

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	STEVE BALL		Appointed 12/6/2018	
2	PENNY MACPHERSON		Appointed 12/6/2018	
3	CLARE ZIRKER		Appointed 12/6/2018	

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Appointed by Committee made up of Club Volunteers at Club meeting(s)

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To provide or assist in the provision of facilities in the interests of social welfare for the education and recreation, in particular the playing of Association Football, for children aged 8 to 16, with the object of improving their conditions of life.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The focus of our activities remains the provision of association football to the local community (age 7 upwards).

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

In the region of 260 local children now form part of Heath Park Rangers AFC and enjoy playing football once or mostly twice a week (weather permitting access to park pitches).

The charity has been able to provide new playing kit to all players over the past two years, and in many cases has been able to offer additional items of 'kit' to reinforce the team and club bond and identity.

The club has in the region of 70 volunteers across the club in coach, admin and first aid roles.

The club has been able to purchase more equipment for the teams to assist with their coaching and playing, and have been able to hire training venues including floodlit venues throughout the extended winter period so that teams can continue to train even when the nights draw in.

However, the end of the year was significantly affected by the start of the covid-19 pandemic.

Section E

Financial review

Brief statement of the charity's policy on reserves

The retention of sufficient surplus at the end of each financial year allows the Club to positively plan ahead for the following financial year / season in advance of receipt of income from monthly subs.

These reserves notably allow the Club purchase of new kit and equipment and other necessary upfront payments and to arrange a celebratory end-of-season presentation day where awards are given out to all children

The value of reserves is driven by the number of teams and number of players in the club at that time, and any associated changes in expenditure

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The principal source of funds is monthly subscriptions in respect of players (which increased to account for the decision to avoid a re-registration fee annually – due to administration issues associated with the same). Individual teams also seek to secure wherever possible sponsorship from local shops, businesses or organisations, who wish to engage with a local Community Football Club, while opportunities are taken whenever possible to apply for appropriate grants.

Key areas of expenditure include football related equipment, kit and leisure wear for players and venue hire, trophies for all children at end of year presentation plus contributions towards festivals and tours.

Section F

Other optional information

The principal risk arises from the reliance on volunteers to coach, support and run the Club. Any loss of key volunteers can have adverse impacts, although it is noted that the new Committee appointed in June 2018 continues to lead the Club in an effective manner.

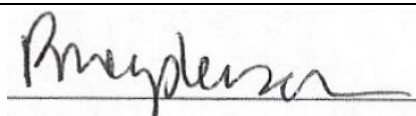
Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

STEVEN JOHN BALL

PENELOPE MACPHERSON

Position (eg Secretary, Chair, etc)

CHAIRMAN AND TREASURER

CLUB SECRETARY

Date

14 MARCH 2021

HEATH PARK RANGERS - FINAL I&E ACCOUNTS 2019/20

INCOME & EXPENDITURE - CASH BASIS	TOTAL YEAR TO DATE	TOTAL YEAR TO DATE	Comparison year on year	TOTAL YEAR TO DATE	TOTAL YEAR TO DATE	TOTAL YEAR TO DATE
	2019/20	2018/19	19/20 Vs 18/19	2017/18	2016/17	2015/16
INCOME						
Prior year subs arrears			£ -		£ 860.00	
Registration fees	1,227.00	£ 5,629.45	£ (4,402.45)	£ 5,105.00	£ 5,410.00	£ 4,015.00
Monthly subs	36,415.00	£ 28,041.00	£ 8,374.00	£ 26,503.02	£ 22,795.00	£ 21,740.00
Grant income	1,750.00		£ 1,750.00		£ 1,230.00	£ 2,000.00
Sponsorship income	1,900.00	£ 3,150.00	£ (1,250.00)	£ 700.00	£ 1,237.88	£ 2,660.00
Other income	2,066.91	£ 213.25	£ 1,853.66		£ 216.46	£ 496.00
Presentation day	2,528.98	£ 1,202.59	£ 1,326.39	£ 2,257.55	£ 1,360.01	£ 1,528.14
reversed income			£ -			
TOTAL INCOME	£ 45,887.89	£ 38,236.29	£ 7,651.60	£ 34,565.57	£ 33,109.35	£ 32,439.14
			£ -			
EXPENDITURE			£ -			
Kit	7,903.75	£ 9,645.48	£ (1,741.73)	£ 7,801.33	£ 6,529.70	£ 6,994.54
Equipment	3,506.66	£ 2,585.15	£ 921.51	£ 5,215.78	£ 3,785.68	£ 4,022.56
Winter training pitch hire	13,750.90	£ 15,523.20	£ (1,772.30)	£ 13,615.30	£ 11,539.20	£ 11,611.01
Course fees	1,702.25	£ 1,010.00	£ 692.25	£ 1,025.00	£ 575.00	£ 890.00
Fines and Pitch fees	2,308.25	£ 792.00	£ 1,516.25	£ 52.00	£ 157.00	£ 49.00
Festivals & Tours	978.00	£ 935.00	£ 43.00	£ 813.00	£ 604.99	£ 1,010.00
Administration/registration fees	-	£ 352.00	£ (352.00)		£ 40.00	-
Presentation day	4,498.47	£ 4,356.40	£ 142.07	£ 4,045.71	£ 2,603.46	£ 1,701.52
Other expenditure	2,185.50	£ 3,491.68	£ (1,306.18)	£ 810.52	£ 2,066.82	£ 823.05
Christmas party	228.00	£ 390.00	£ (162.00)	£ 215.83	£ -	£ 326.02
Prior year costs			£ -			
Expenditure re 15/16			£ -			
Seniors costs			£ -			
			£ -			
TOTAL EXPENDITURE	37,061.78	£ 39,080.91	£ (2,019.13)	£ 33,594.47	£ 27,901.85	£ 27,427.70
			£ -			
SURPLUS	£ 8,826.11	£ (844.62)	£ 9,670.73	£ 971.10	£ 5,207.50	£ 5,011.44

CASH BALANCE	2019/20	2018/19
Opening balance per Bank Statement (1/6)	£ 16,875.45	£ 17,720.07
Movement as above	£ 8,826.11	£ (844.62)
Closing balance calculated	£ 25,701.56	£ 16,875.45
Closing balance per Bank Statement at year end (31/5)	£ 25,701.56	£ 16,875.45

Bank balances	
Opening balance 1 June 2016	£ 11,541.47
Opening balance 1 June 2017	£ 16,748.97
Opening balance 1 June 2018	£ 17,720.07
Opening balance 1 June 2019	£ 16,875.45

HEATH PARK RANGERS - FINAL I&E ACCOUNTS 2018/19

INCOME & EXPENDITURE - CASH BASIS	TOTAL YEAR TO DATE	TOTAL YEAR TO DATE	Comparison year on year	TOTAL YEAR TO DATE	TOTAL YEAR TO DATE	TOTAL YEAR TO DATE
	2018/19	2017/18	18/19 vs 17/18	2016/17	2015/16	2014/15
INCOME						
Prior year subs arrears			£ -	£ 860.00		
Registration fees	£ 5,629.45	£ 5,105.00	£ 524.45	£ 5,410.00	£ 4,015.00	£ 2,250.00
Monthly subs	£ 28,041.00	£ 26,503.02	£ 1,537.98	£ 22,795.00	£ 21,740.00	£ 14,605.00
Grant income			£ -	£ 1,230.00	£ 2,000.00	£ 1,835.00
Sponsorship income	£ 3,150.00	£ 700.00	£ 2,450.00	£ 1,237.88	£ 2,660.00	£ 800.00
Other income	£ 213.25		£ 213.25	£ 216.46	£ 496.00	£ 256.85
Presentation day	£ 1,202.59	£ 2,257.55	£ (1,054.96)	£ 1,360.01	£ 1,528.14	£ 1,825.00
reversed income						
TOTAL INCOME	£ 38,236.29	£ 34,565.57	£ 3,670.72	£ 33,109.35	£ 32,439.14	£ 21,571.85
EXPENDITURE						
Kit	£ 9,645.48	£ 7,801.33	£ 1,844.15	£ 6,529.70	£ 6,994.54	£ 3,287.20
Equipment	£ 2,585.15	£ 5,215.78	£ (2,630.63)	£ 3,785.68	£ 4,022.56	£ 1,807.56
Winter training pitch hire	£ 15,523.20	£ 13,615.30	£ 1,907.90	£ 11,539.20	£ 11,611.01	£ 4,298.00
Course fees	£ 1,010.00	£ 1,025.00	£ (15.00)	£ 575.00	£ 890.00	£ 515.00
Fines and Pitch fees	£ 792.00	£ 52.00	£ 740.00	£ 157.00	£ 49.00	
Festivals & Tours	£ 935.00	£ 813.00	£ 122.00	£ 604.99	£ 1,010.00	£ 720.00
Administration/registration fees	£ 352.00		£ 352.00	£ 40.00	£ -	
Presentation day	£ 4,356.40	£ 4,045.71	£ 310.69	£ 2,603.46	£ 1,701.52	£ -
Other expenditure	£ 3,491.68	£ 810.52	£ 2,681.16	£ 2,066.82	£ 823.05	£ 2,260.72
Christmas party	£ 390.00	£ 215.83	£ 174.17	£ -	£ 326.02	
Prior year costs			£ -			£ 2,426.99
Expenditure re 15/16			£ -			£ 198.00
Seniors costs			£ -			£ 711.00
TOTAL EXPENDITURE	£ 39,080.91	£ 33,594.47	£ 5,486.44	£ 27,901.85	£ 27,427.70	£ 16,224.47
SURPLUS	£ (844.62)	£ 971.10	£ (1,815.72)	£ 5,207.50	£ 5,011.44	£ 5,347.38

CASH BALANCE	2018/19	2017/18
Opening balance per Bank Statement (1/6)	£ 17,720.07	£ 16,748.97
Movement as above	£ (844.62)	£ 971.10
Closing balance calculated	£ 16,875.45	£ 17,720.07
Closing balance per Bank Statement at year end (31/5)	£ 16,875.45	£ 17,720.07

Bank balances	
Opening balance 1 June 2015	£ 6,530.08
Opening balance 1 June 2016	£ 11,541.47
Opening balance 1 June 2017	£ 16,748.97
Opening balance 1 June 2018	£ 17,720.07
Opening balance 1 June 2019	£ 16,875.45

HEATH PARK RANGERS

INCOME & EXPENDITURE - CASH BASIS	TOTAL YEAR TO DATE	TOTAL YEAR TO DATE	Comparison year on year	TOTAL YEAR TO DATE	TOTAL YEAR TO DATE	TOTAL YEAR TO DATE
	2017/18	2016/17	17/18 vs 16/17	2015/16	2014/15	2013/14
INCOME						
Prior year subs arrears		860.00	- 860.00			
Registration fees	5,105.00	5,410.00	- 305.00	4,015.00	2,250.00	
Monthly subs	26,503.02	22,795.00	3,708.02	21,740.00	14,605.00	13,500.00
Grant income		1,230.00	- 1,230.00	2,000.00	1,835.00	
Sponsorship income	700.00	1,237.88	- 537.88	2,660.00	800.00	4,088.58
Other income		216.46	- 216.46	496.00	256.85	
Presentation day	2,257.55	1,360.01	897.54	1,528.14	1,825.00	
TOTAL INCOME	34,565.57	33,109.35	1,456.22	32,439.14	21,571.85	17,588.58
EXPENDITURE						
Kit	7,801.33	6,529.70	1,271.63	6,994.54	3,287.20	5,536.44
Equipment	5,215.78	3,785.68	1,430.10	4,022.56	1,807.56	
Winter training pitch hire	13,615.30	11,539.20	2,076.10	11,611.01	4,298.00	10,656.61
Course fees	1,025.00	575.00	450.00	890.00	515.00	
Fines	52.00	157.00	- 105.00	49.00		
Festivals & Tours	813.00	604.99	208.01	1,010.00	720.00	455.00
Administration/registration fees		40.00	- 40.00	-		
Presentation day	4,045.71	2,603.46	1,442.25	1,701.52	-	
Other expenditure	810.52	2,066.82	- 1,256.30	823.05	2,260.72	1,030.04
Christmas party	215.83	-	215.83	326.02		
Prior year costs					2,426.99	630.00
Expenditure re 15/16					198.00	
Seniors costs					711.00	
TOTAL EXPENDITURE	33,594.47	27,901.85	5,692.62	27,427.70	16,224.47	18,308.09
SURPLUS	971.10	5,207.50	- 4,236.40	5,011.44	5,347.38	- 719.51

CASH BALANCE	2017/18	2016/17
Opening balance per Bank Statement (1/6)	16,748.97	11,541.47
Movement as above	971.10	5,207.50
Closing balance calcaulated	17,720.07	16,748.97
Closing balance per Bank Statement at year end	17,720.07	16,748.97

Bank balances	
Opening balance 1 June 2014	1,169.17
Opening balance 1 June 2015	6,530.08
Opening balance 1 June 2016	11,541.47
Opening balance 1 June 2017	16,748.97
Opening balance 1 June 2018	17,720.07

PRINCIPLES

INCOME

Registration Fee

Registration fee of £25 per player, payable to confirm place next season. Also assists with cash flow

Monthly Subs

Monthly subs of £10 per player. Where more than one player from the same family, eldest pays reduced subs

Sponsorship Income

Sponsorship income linked to a player in a team is allocated to that team, with logo on shirts

Any generic sponsorship goes into the club funds for allocating as necessary (some teams have limited opportunity)

Generally request £250 for minis sponsorship per team, but have accepted lower. Older teams we ask for more as player numbers increase and each team has more players also.

Grant Income

Sport Wales Community Chest Grant can be applied for once in any 12 month period.

Terms and conditions apply, including strict deadlines for application and monies can't be spent before approved

Historically applied for funds to support the newly recruited U7s teams.

Didn't apply in 17/18 due to restrictions - once in 12 months

Kit

Each team is allocated up to £30 per head each year to spend on football related items. However, they must have a kit list and a receipt is required. Kit can exceed £30 allowance and club has funded shortfall if spend is kit related, and all of the £30 must be spent on kit.

Working on the basis that kit will last two seasons, so every other year an alternative item can be purchased (e.g. socks, shorts, etc.)

Kit does not usually have player initials but ancilliary items can have initials if budget permits / parent contributes

All coaches receive a t-shirt and jacket from the club when they volunteer, and these are replaced as and when needed

Think we should consider buying tracksuit pants for coaches also atleast whilst we can afford to.

Old Kit, we try to donate to charity if volunteer to coordinate

Equipment

In the past two years any new equipment requests have been delivered. Any less common / more expensive items are purchased for the club to share as opposed to specific team to use

Some teams request more than others - monitored to avoid abuse

We try to collect back equipment each year so that items can be handed down if suitable

New balls are purchased every season with one ball per player (minimum) and a match ball

Winter training facilities

One hour mid week for all teams U8 upwards, winter season extended to 1 October to end March as funds permit. School holidays, but can be added on at the time if sufficient players. Experience showed that we cancelled at short notice as funds were wasted so took consistent approach with all bookings being EXCLUDING school holidays.

Previously winter season was when clocks changed in October and March

Saturday winter training facilities for U7s (historically Maes y Coed MUGA)

Heath Park 3G previously booked for Saturday mornings 9-10 and 12-1 used on a rotational basis between all Found that limited demand for 12-1 so released pitch back to council.

League took Heath Park 3G 9-10 for U8s & U9s and HPR charged if their team is using it.

U7s always play as they use all weather pitch. If not playing they use MUGA for training on Saturday morning

Emailed this season to say club would fund pitch hire on Saturdays given how many Saturdays were called off received

Once booked many venues hold for next season unless you specifically cancel.

Course Fees

Encourage all coaches to undertake FAW leaders, first aid, safeguarding and goal keeper training. Significant course £40 jumped to £75.

Encourage more senior coaches to take referee course.

Club will pay for independent referee if necessary but hard to find.

Make sure coaches don't miss their refresher course as very strict on this and have to redo whole course if miss course

Festivals & Tours

All minis teams can enter up to three end of season and one start of season festival.

Due to administration difficulties, if teams don't take up the maximum they cannot offset against other spend

If team wants to swap festivals for tour then that is considered on a case by case basis and insurance etc needed

Presentation Day

Presentation day aims to cover its costs

Trophies are largest expense

Most supermarkets offer sale or return on drinks so don't give away surplus stock. Giving away stock meant to lost money!!

Could consider giving away burger and soft drink to every player if this was of interest.

Christmas Party

Struggled to find organiser volunteer. Where no party, offered all teams the chance to buy selection boxes with club. Only a handful of teams took the club up on this offer



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Heath Park Rangers AFC

**On accounts for the year
ended**

31 May 2020

**Charity no
(if any)**

1121421

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/05/2020**.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date: 23/03/2021

Name:

Joseph Hargreaves

**Relevant professional
qualification(s) or body
(if any):**

Institute of Chartered Accountants of Scotland

Address:

6 Celyn Grove

Cardiff

CF23 6SH

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.