

Registered number: 08018942
Charity number: 1150351

Arundel Castle Cricket Foundation
(A company limited by guarantee)

Unaudited

Trustees' report and financial statements

for the year ended 31 October 2020

Arundel Castle Cricket Foundation
(A company limited by guarantee)

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Arundel Castle Cricket Foundation
(A company limited by guarantee)

Reference and administrative details of the company, its Trustees and advisers
for the year ended 31 October 2020

Trustees

G P Bristowe, Chairman (Appointed 23 March 2018)
N G H Draffan, Hon Treasurer (Appointed 4 April 2012)
A Akram (Appointed 4 April 2012)
M A Atherton OBE (Appointed 8 November 2012)
T A Bristowe (Appointed 8 November 2012)
R W J Bruce (Appointed 18 November 2020)
H J P Chetwood (Appointed 23 March 2018)
Miss J Galsworthy (Appointed 4 April 2012)
Mrs A J Jupp (Appointed 23 March 2018)
Mrs J Martin-Jenkins (Appointed 7 November 2013)
M G Miliken-Smith (Appointed 22 March 2019)
Ms C Nicholls (Appointed 18 November 2020)
R A Pyman (Appointed 8 November 2012)
Sir Tim Rice (Appointed 4 April 2012, Retired 18 November 2020)
O H J Stocken CBE (Appointed 4 April 2012, Retired 18 November 2020)

Some trustees were appointed prior to incorporation on 4 April 2012.

Company registered number

08018942

Charity registered number

1150351

Registered office

Arundel Park, Off London Road, Arundel, West Sussex, BN18 9LH

Director

T Shutt (commenced 1 January 2020)
J Barclay (retired 31 December 2019)

Company secretary

J E Rufey

President

His Grace The Duke of Norfolk, DL

Independent examiners

Kreston Reeves LLP, 9 Donnington Park, 85 Birdham Road, Chichester, West Sussex, PO20 7AJ

Arundel Castle Cricket Foundation
(A company limited by guarantee)

Reference and administrative details of the company, its Trustees and advisers (continued)
for the year ended 31 October 2020

Bankers

Natwest Bank, 52 High Street, Littlehampton, West Sussex, BN17 5SY

Arundel Castle Cricket Foundation
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Trustees' report
for the year ended 31 October 2020

The Trustees present their annual report together with the financial statements of the company for the 1 November 2019 to 31 October 2020. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Structure, governance and management

a. Constitution

The Arundel Castle Cricket Foundation is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association dated November 2012.

It was registered with the Charity Commission on 7 January 2013 (registered number 1150351) as a charity whose purpose is to provide for the education of young people through cricket and cricket instruction at Arundel and elsewhere.

Our governing body is a Board of Directors. The directors are the Trustees of the charity. As at 31 October 2020 there were 13 members.

The Nominations Committee, comprising existing Trustees, selects new Trustees for board approval. The decision on election of new Trustees must be unanimous. As part of their induction all Trustees are given a copy of the Charity Commission's "The Essential Trustee: What You Need to Know" and "Good Governance: A Code for the Voluntary and Community Sector". On appointment, Trustees are briefed by the Chairman on the activities of the Charity, its management and administration. The Board of Trustees holds two formal meetings per annum where Trustees are briefed by members of the staff.

We have evolved our structure over the years to cope with the steady increase in legislation and regulations.

The Finance and Audit committee meets at least twice per annum. It has its own terms of reference and oversees internal financial controls, policies and procedures. The Nominations Committee meets as required. The day to day running of the Foundation is delegated to the Director. Additional support is provided by the Chief Operating Officer of the Friends of Arundel Castle Cricket Club in his capacity as the Company Secretary.

The charity, through its close connections with the Friends of Arundel Castle Cricket Club Limited (FACCC) do share some staff, grounds and facilities costs. A joint finance subcommittee, comprising representatives of both organisations, meets twice per annum to consider matters of mutual interest. The Foundation is mindful of its responsibility to ensure that any shared costs are directly in support of its charitable objectives.

In addition, a "Charitable Activities" working group was formed in 2020. This group supports the Director and reports into the Board of Trustees with the purpose of ensuring we continue to develop and deliver impactful programmes, aligned to the Charity's objects.

The Board was also pleased to announce the appointment of four inaugural patrons: Sir Tim Rice, Oliver Stocken CBE, Clare Connor CBE and Antonia Duggart.

Arundel Castle Cricket Foundation
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Trustees' report (continued)
for the year ended 31 October 2020

Structure, governance and management (continued)

b. Voluntary and staff support

The Trustees acknowledge with gratitude the advice and support given by the President, His Grace The Duke of Norfolk, DL and Henry Fitzalan-Howard, Earl of Arundel.

In addition, the staff, coaches and volunteers play a huge part in the overall and ongoing success of the programme.

Objectives and activities

c. Policies and objectives

The principal purpose of The Arundel Castle Cricket Foundation is to enhance the education and development of young people through cricket, sport and recreation. Our main emphasis in the last 34 years has been to concentrate on children disadvantaged by domestic circumstances and with limited opportunities. Our aim has been to address this position and give as many young people as possible the chance to improve and enhance their lives.

To achieve these objectives, we have historically concentrated our resources most particularly upon urban and inner city regions, running three programmes:

1. Inner London Borough mainstream primary and secondary schools (ages 8 -16)
2. Special Schools for those with learning and behavioural difficulties and disabilities
3. Arundel Outreach Programme and other local needs

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'. However, the pandemic forced us to cancel these programmes and we responded with a series of covid compliant activities targeted at local unmet needs.

Arundel Castle Cricket Foundation
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Trustees' report (continued)
for the year ended 31 October 2020

Objectives and activities (continued)

d. Main activities undertaken to further the company's purposes for the public benefit

The charity's main activities have historically centred around the following three programmes:

Scheme One: INNER LONDON BOROUGH PROGRAMME

The emphasis has been upon development of those young people attending, through cricket matches, tournaments, games and coaching. Accommodation, catering, pastoral care and attention are provided as an essential support to the programme.

Within London we support 4 important initiatives:

- The Prince's Trust Trophy for Secondary Schools
- Refugee Cricket Project
- Lambeth Primary Schools
- Capital Kids Cricket development for Inner London Boroughs

Scheme Two: SPECIAL NEEDS PROGRAMME

Over the course of the year, days are set aside for over 600 young people and adults with a wide range of special educational needs and disabilities.

Each day includes simple activities and exercise including some cricket when appropriate. We stage several tournaments in which the youngsters play in small matches for the first time. The combination of coaches, teachers and carers is very effective and enables us to make many visits to Arundel Castle and the sea, trips that are popular and stimulating for all. There is clear evidence in the improvement of skills and confidence.

The teachers agree that accommodation for a stay overnight represents the most important step forward for the youngsters. Many have not been away from home before. These trips give them independence and responsibility. The feedback received following the activities is very positive and encouraging and often leads to an improvement in the classroom back at school.

The objectives of this initiative are to improve skills and dexterity, raise self awareness, self esteem and confidence; to enhance communication and cooperation with pupils and teachers; and to make friends.

Scheme Three: ARUNDEL OUTREACH PROGRAMME

Whilst greater focus is on schemes one and two, we provide interventions to local communities where appropriate. Our new strategy reveals a clear intention to increase our support to groups of disadvantaged children in West Sussex.

However, during the year to 31 October 2020, the pandemic forced us to cancel these programmes and we responded with the following COVID-19 compliant activities:

Activity 1: Virtual Arundel Experience online education resource – used by 114 children with Special educational needs and disabilities.

Activity 2: Support to Steyning Grammar School's Outreach project: 3000 food parcels given to 175 families

Activity 3: Complying with government guidelines, a system of "Play Zones" was set up for families with children with special needs and/or disabilities - 226 participants.

Activity 4: Complying with government guidelines, a system of "Target Zones" entailing cricket coaching and competition was set up for local children starved of physical activity and social interaction during lockdown. 80 children took part.

Activity 5: Once cricket was allowed to return, we launched the "Celebration of Cricket for All at Arundel" series. Over 1000 people came to the ground for this series of 12 events celebrating the diversity of cricket. This included the Refugee Council Cricket project, disabled cricketers, and children from the Aldridge Academies.

Arundel Castle Cricket Foundation
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Trustees' report (continued)
for the year ended 31 October 2020

Achievements and performance

a. Main achievements of the company

This was a year of transition for the Charity further to the retirement of the former Director John Barclay and his assistant Annie Atkinson. An important objective was therefore to ensure a smooth handover to Tim Shutt and this was achieved.

Other key achievements for the year included:

- Delivering a broad range of charitable activity
- A strategic review
- Modernising the key operations of the Charity
- A review of the Articles of Association
- Maintaining financial stability

Delivering a broad range of charitable activity in the shadow of the pandemic

As with all organisations, the pandemic had a significant impact on our charity in terms of activity delivered. The restrictions made it clear that we would be unable to bring young people down from Inner London, nor would we be able to welcome entire school groups. However, we were determined that our unique space could continue to provide a much needed facility to support local communities during these difficult times. We did everything we could to act with creativity and agility to develop and deliver an alternative range of programmes at every stage of the lockdown restrictions.

Over 1000 young people and their families benefitted from our charitable activities. This can be broken down as follows, with each activity tailored to the government restrictions at the time:

- Full lockdown: Virtual Arundel Experience online education resource: 114
- Full lockdown: Support to Steyning Grammar School's Outreach project: 3000 food parcels given to 175 families
- Household only outdoors activity: Play Zones for families with children with special needs and/or disabilities: 226 participants
- Bubbles of 6 children can play outdoors: Target Zones for young people (at the end of lockdown): 80 participants
- Cricket is allowed to return: "Celebration of Cricket for All at Arundel" over 1000 people came to the ground for this series of 12 events

A strategic review

Throughout 2020, we undertook a lengthy and broad consultation process with our stakeholders as part of a wide ranging strategic review. The proposed strategy was presented to the Board at the November Board meeting. Key elements of discussion included the range, effectiveness, and purpose of our charitable activity, the diversity and strength of income generation, and the importance of partnership and collaboration going forward.

Modernising the key operations of the Charity

Notwithstanding the strategic review, we invested in a new website, branding, and CRM system as part of an overhaul of the way in which we communicate with our stakeholders.

A review of the Articles of Association

As part of a general review of corporate governance, the Articles of Association have been updated. In addition, the Board was pleased to announce the appointment of four inaugural patrons: Sir Tim Rice, Oliver Stocken CBE, Clare Connor CBE and Antonia Doggart.

Maintaining financial stability

Despite the significant challenges presented by the pandemic, the Foundation's financial position remained strong thanks to the reserves policy and the continuing support of our donors.

Arundel Castle Cricket Foundation
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Trustees' report (continued)
for the year ended 31 October 2020

Achievements and performance (continued)

b. Public benefit

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

Financial review

a. Fundraising activities and income generation

During the period under review, the Foundation's total income was £380,118 (2019: £558,732). Total expenditure was £260,878 (2019: £339,858). As a result, the Foundation made a surplus of £119,240 (2019: £218,874). Thanks to the generosity and commitment of many of our supporters, revenue held up well despite the pandemic and the subsequent absence of fundraising events. Expenditure on charitable activities fell. As a result of the pandemic, we were unable to host the Inner London Borough program and therefore accommodation and catering costs were significantly reduced. Nonetheless, we were able to deliver a wide range of charitable activity in difficult circumstances.

The Trustees would like to place on record their immense gratitude to all the supporters of the Foundation. We believe we are very well placed to deliver a significant level of charitable activity in 2021 should COVID 19 restrictions allow.

b. Exceptional costs arising due to the COVID-19 pandemic

The Foundation incurred a significant increase in the cost of ground and facilities as a result of having to make changes arising from the pandemic. We incurred additional costs as follows:

- the development and implementation of robust risk assessments and health & safety protocols to ensure activity could take place safely within government pandemic restrictions at any given time.
- a robust cleaning regime in line with government guidelines.
- the ground hire costs incurred delivering the "Celebration of Cricket for All at Arundel" festival, one of the Foundation's key initiatives in response to the pandemic.

c. Investment policy and performance

The Trustees have an investment policy which is reviewed periodically. The policy requires that reserves are maintained with banks or building societies in interest bearing accounts of not more than 6 months withdrawal notice.

d. Going concern

After making appropriate enquiries and considering the impact of COVID as described above, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

Arundel Castle Cricket Foundation
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Trustees' report (continued)
for the year ended 31 October 2020

e. Reserves policy

The Trustees have established a reserves policy whereby the unrestricted funds not committed or invested in tangible fixed assets (the free reserves) held by the Foundation should represent approximately 12 months of unrestricted annual expenditure. Those costs in the current year excluding fixed asset depreciation equate to £240,035. At 31 October 2020 the actual Foundation free reserves excluding the net book value of Tangible assets were £367,380 (2019: £291,459). The restricted fund reserves at 31 October 2020 were £193,549 (2019: £146,624).

Three years ago, reserves had been reduced to one month of unrestricted annual expenditure. The Board committed itself to restoring the level of reserves in line with the policy of twelve month's expenditure. This was considered a prudent level given the period of transition that would result from John Barclay's decision to retire. The impact of the pandemic on our fundraising capability remains to be seen but is likely to have a negative impact. Reserves did increase in the year under review primarily as a result of the postponement of the Inner London Borough program and the significant reduction of expenditure on accommodation and catering. The reserves policy has given the Foundation a strong financial platform to weather the current uncertainty and there is no reason to change the reserves policy. Indeed, we intend to take advantage of this by using our reserves to maintain our charitable expenditure at a time when the need for what we can offer has never been greater. Our strategic plan is ambitious and exciting and is underpinned by the financial position of the Foundation.

f. Financial risk management objectives and policies

The Trustees have assessed the major risks to which the Foundation is exposed. A risk register has been established and is reviewed annually by the board. The Finance and Audit committee meets twice per annum to review the policies and procedures relating to internal financial controls and procedures. In addition, monthly financial & management accounts are produced for the committee to review.

The major risks identified by the trustees include:

- Income generation

The Trustees acknowledge that the impact of the global pandemic poses a significant threat to the future income generation capability of the Foundation. To mitigate this, a plan to diversify income streams is being drawn up as part of the new strategy.

- Delivery of charitable activity

Considerable uncertainty remains as to the level of government restrictions that will remain in place this coming year. The Trustees acknowledge that this poses a risk to the delivery of our charitable activities, especially to the Inner London Borough programme and its residential stays. However, we plan to expand our programmes for local children (specifically targeting young people in West Sussex) and our contingency plans involve accelerating this stream of work should we need to. We will continue to communicate regularly with all donors but specifically those whose donations are restricted to the London programme.

- Safeguarding

All coaches and relevant staff are Disclosure and Barring Service (DBS) cleared and we comply fully with current Health and Safety Regulations which are checked annually. The company has produced an independent safeguarding policy using the 'ECB' blueprint 'Safe Hands'. James Rufey has been appointed the Welfare Officer. The nominated Trustee with responsibility for child protection is Richard Pyman.

Arundel Castle Cricket Foundation
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Trustees' report (continued)
for the year ended 31 October 2020

Plans for the future

The priority for 2021 is to deliver the objectives set out in the new two year strategy. Nonetheless, we remain in a period of continued uncertainty and we will remain as flexible as possible in our response to the easing of lockdown restrictions.

It is our intention to:

- provide more support to young people in local communities whilst maintaining our London programme.
- enhance our impact measurement capability.
- trial new activities, including nature based activities that will not only benefit mental and physical health but also have educational value.

All of these will be supported by the increased emphasis on working in partnership as a means of enhancing the quality and impact of our work.

We will be also seeking to broaden our revenue base as well as further enhance our marketing and stakeholder communications. We also hope to resume a full series of fundraising events.

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:

.....
G P Bristowe

Date: 20 April 2021

Arundel Castle Cricket Foundation
(A company limited by guarantee)

Independent examiner's report
for the year ended 31 October 2020

Independent examiner's report to the Trustees of Arundel Castle Cricket Foundation ('the company')

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31 October 2020.

Responsibilities and basis of report

As the Trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

Signed:

Dated: 21 April 2021

Ian Burrows FCCA

Kreston Reeves LLP
Chartered Accountants
Chichester

Arundel Castle Cricket Foundation
(A company limited by guarantee)

Statement of financial activities (incorporating income and expenditure account)
for the year ended 31 October 2020

	Note	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Income from:					
Donations and legacies	3	267,996	62,784	330,780	498,742
Charitable activities:					
Gift aid		37,371	-	37,371	28,549
Interest receivable		852	-	852	712
Fundraising		1,644	-	1,644	30,729
Other income	4	9,471	-	9,471	-
Total income		317,334	62,784	380,118	558,732
Expenditure on:					
Raising funds:					
Other costs		530	5,000	5,530	5,120
Fundraising salary		14,907	-	14,907	16,542
Charitable activities	5	229,582	10,859	240,441	318,196
Total expenditure		245,019	15,859	260,878	339,858
Net movement in funds		72,315	46,925	119,240	218,874
Reconciliation of funds:					
Total funds brought forward		328,854	146,624	475,478	256,604
Net movement in funds		72,315	46,925	119,240	218,874
Total funds carried forward		401,169	193,549	594,718	475,478

The notes on pages 13 to 25 form part of these financial statements.

Arundel Castle Cricket Foundation
(A company limited by guarantee)
Registered number: 08018942

Balance sheet
as at 31 October 2020

	Note	2020 £	2019 £
Fixed assets			
Intangible assets	9	6,560	-
Tangible assets	10	33,789	37,395
		<u>40,349</u>	<u>37,395</u>
Current assets			
Debtors	11	15,492	22,338
Cash at bank and in hand		574,749	451,183
		<u>590,241</u>	<u>473,521</u>
Creditors: amounts falling due within one year	12	(35,872)	(35,438)
		<u>554,369</u>	<u>438,083</u>
Total net assets		<u>594,718</u>	<u><u>475,478</u></u>
Charity funds			
Restricted funds	13	193,549	146,624
Unrestricted funds	13	401,169	328,854
Total funds		<u>594,718</u>	<u><u>475,478</u></u>

The company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

G P Bristowe

Date: 20 April 2021

The notes on pages 13 to 25 form part of these financial statements.

Arundel Castle Cricket Foundation
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 October 2020

1. General information

The company is a private company limited by guarantee, incorporated in England Wales. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £10 per member of the company.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Arundel Castle Cricket Foundation meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are prepared on a going concern basis under the historical cost convention modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £1.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all periods presented unless otherwise stated.

2.2 Going concern

The financial statements have been prepared on a going concern basis. In considering going concern the trustees have reviewed the charity's available resources, historical performance and expected level of income and expenditure for at least the 12 month period from authorising these financial statements and consider the level of reserves held to be sufficient for the charity to be able to continue as a going concern.

During the year, the charity's operations were impacted by the COVID-19 pandemic. Government imposed restrictions resulted in temporary closure of the cricket ground during the year. Although donation income did decrease, the charity also significantly reduced its expenditure, mainly due to the saved running costs of the charitable events and activities that could not be held due to the pandemic. The charity also made use of the government's Coronavirus Job Retention Scheme. The trustees have considered the potential impact of COVID-19 in assessing the above forecasts and believe it is appropriate to prepare the financial statements of the charity on a going concern basis. This is supported by the charity's liquidity position at the year end.

Arundel Castle Cricket Foundation
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Notes to the financial statements
for the year ended 31 October 2020

2. Accounting policies (continued)

2.3 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income from donations and grants, including capital grants, is included in income when these are receivable, except as follows:-

When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in income until the pre-conditions for use have been met.

When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in restricted funds when receivable

For legacies, entitlement is taken as the earlier of the date on which either: the company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the company has been notified of the executor's intention to make a distribution. Where legacies have been notified to the company, or the company is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the company has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the company, can be reliably measured.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

No amount is included in the financial statements for volunteer time in line with the Charities SORP (FRS 102).

Notes to the financial statements
for the year ended 31 October 2020

2. Accounting policies (continued)

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Costs of raising funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the company's educational operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.6 Intangible assets and amortisation

Intangible assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Intangible assets are initially recognised at cost. After recognition, under the cost model, intangible assets are measured at cost less any accumulated amortisation and any accumulated impairment losses.

Amortisation is provided on intangible assets at rates calculated to write off the cost of each asset on a straight-line basis over its expected useful life.

The estimated useful lives are as follows:

Amortisation is provided on the following basis:

Website development - 5 % straight line

2.7 Tangible fixed assets and depreciation

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Notes to the financial statements
for the year ended 31 October 2020

2. Accounting policies (continued)

2.7 Tangible fixed assets and depreciation (continued)

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following bases:

Leasehold improvements	- Over lease period
Sports & ground equipment including pitches	- 15 - 25% straight line basis
Office equipment	- 25% straight line basis

2.8 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.9 Cash at bank

Cash at bank 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 deposit or similar account.

2.10 Liabilities

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

2.11 Financial instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.12 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

2.13 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

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Notes to the financial statements
for the year ended 31 October 2020

2. Accounting policies (continued)

2.14 Taxation

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK Corporation Tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2.15 Value added tax

All expenditure shown in the financial statements is inclusive of value added tax where applicable.

3. Income from donations and legacies

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Donations	242,996	59,441	302,437	432,548
Legacies	-	-	-	62,851
Grants	25,000	3,343	28,343	3,343
	<u>267,996</u>	<u>62,784</u>	<u>330,780</u>	<u>498,742</u>

£25,000 (2019: £nil) of government grants were received for COVID-19 support.

In 2019, restricted donations were £126,155 and restricted grants were £3,343.

4. Other incoming resources

	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Furlough scheme income	9,471	9,471	-

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5. Analysis of expenditure by activities

	Activities undertaken directly 2020 £	Support costs 2020 £	Total funds 2020 £	Total funds 2019 £
Charitable activities	173,997	66,444	240,441	318,196
Total 2019	250,792	67,404	318,196	

Analysis of direct costs

	Activities 2020 £	Total funds 2020 £	Total funds 2019 £
Salaries	105,927	105,927	122,628
Pension costs	2,766	2,766	7,171
Catering, accommodation and travel for students	7,422	7,422	86,631
Travel and subsistence	754	754	772
Ground and facilities costs	28,863	28,863	3,840
Insurance	5,138	5,138	4,077
Equipment and maintenance	11,763	11,763	14,159
Rates and utilities	2,279	2,279	5,571
Depreciation	4,984	4,984	5,943
Marketing	4,101	4,101	-
Total 2020	173,997	173,997	250,792

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Notes to the financial statements
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5. Analysis of expenditure by activities (continued)

Analysis of support costs

	Activities 2020 £	Total funds 2020 £	Total funds 2019 £
Printing and stationery	5,897	5,897	5,193
Telephone and postage	1,094	1,094	1,131
Administration salaries	40,149	40,149	40,202
Accounts and independent examination	8,834	8,834	8,091
Computer expenses	4,541	4,541	1,609
Sundry expenses	2,327	2,327	4,838
Bank charges and interest	120	120	120
Recruitment expenses	175	175	4,100
Consultancy and legal fees	3,307	3,307	2,120
	<u>66,444</u>	<u>66,444</u>	<u>67,404</u>

During the year ended 31 October 2020, Arundel Castle Cricket Foundation incurred £8,834 (2019: £8,091) of governance costs. This is made up of solely accounts and independent examination fees.

6. Independent examiner's remuneration

	2020 £	2019 £
Fees payable to the company's independent examiner for the independent examination of the company's annual accounts	2,994	3,060
Fees payable to the company's independent examiner in respect of: All other services not included above	5,840	5,031
	<u>8,834</u>	<u>8,091</u>

7. Staff costs

	2020 £	2019 £
Wages and salaries	148,858	165,082
Social security costs	10,689	13,185
Contribution to defined contribution pension schemes	2,766	7,171
	<u>162,313</u>	<u>185,438</u>

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7. Staff costs (continued)

The average number of persons employed by the company during the year was as follows:

	2020	2019
	No.	No.
Director	1	1
Coaching - part time	2	2
Groundsmen & caretaker	2	2
Administration & fundraising	2	2
	<u>7</u>	<u>7</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2020	2019
	No.	No.
In the band £60,001 - £70,000	-	1

The total employment benefits of the key management personnel were £72,105 (2019: £82,447).

8. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2019 - £NIL).

During the year ended 31 October 2020, no Trustee expenses have been incurred (2019 - £NIL).

9. Intangible assets

	Website development £
Cost	
Additions	6,560
At 31 October 2020	<u>6,560</u>
Net book value	
At 31 October 2020	<u><u>6,560</u></u>
At 31 October 2019	<u><u>-</u></u>

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Notes to the financial statements
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10. Tangible fixed assets

	Leasehold improvements £	Sports and ground equipment £	Office equipment £	Total £
Cost or valuation				
At 1 November 2019	46,767	35,684	118	82,569
Additions	-	-	1,378	1,378
At 31 October 2020	<u>46,767</u>	<u>35,684</u>	<u>1,496</u>	<u>83,947</u>
Depreciation				
At 1 November 2019	14,811	30,245	118	45,174
Charge for the year	3,343	1,516	125	4,984
At 31 October 2020	<u>18,154</u>	<u>31,761</u>	<u>243</u>	<u>50,158</u>
Net book value				
At 31 October 2020	<u>28,613</u>	<u>3,923</u>	<u>1,253</u>	<u>33,789</u>
At 31 October 2019	<u>31,956</u>	<u>5,439</u>	<u>-</u>	<u>37,395</u>

11. Debtors

	2020 £	2019 £
Due within one year		
Other debtors	13,166	3,688
Prepayments and accrued income	2,326	18,650
	<u>15,492</u>	<u>22,338</u>

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Notes to the financial statements
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12. Creditors: Amounts falling due within one year

	2020	2019
	£	£
Other taxation and social security	1,673	2,189
Other creditors	4,617	1,260
Accruals and deferred income	29,582	31,989
	35,872	35,438
	2020	2019
	£	£
Deferred income at 1 November 2019	24,913	38,496
Amounts released from previous periods	(3,343)	(13,583)
	21,570	24,913

Deferred income relates to restricted grant income.

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Notes to the financial statements
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13. Statement of funds

Statement of funds - current year

	Balance at 1 November 2019 £	Income £	Expenditure £	Balance at 31 October 2020 £
Unrestricted funds				
General Funds - all funds	328,854	317,334	(245,019)	401,169
Restricted funds				
Inner London Borough Community Programme	88,426	50,000	-	138,426
Special Needs and Disability Programme	42,753	9,441	(12,516)	39,678
Yorkshire and London Boys Tour to Arundel	15,445	-	-	15,445
Building Works Grant	-	3,343	(3,343)	-
	146,624	62,784	(15,859)	193,549
Total of funds	475,478	380,118	(260,878)	594,718

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Notes to the financial statements
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13. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 November 2018 £	Income £	Expenditure £	Balance at 31 October 2019 £
Unrestricted funds				
General Funds - all funds	138,157	429,234	(238,537)	328,854
Restricted funds				
Inner London Borough Community Programme	73,141	70,000	(54,715)	88,426
Special Needs and Disability Programme	32,846	37,500	(27,593)	42,753
Yorkshire and London Boys Tour to Arundel	12,460	18,655	(15,670)	15,445
Building Works Grant	-	3,343	(3,343)	-
	<u>118,447</u>	<u>129,498</u>	<u>(101,321)</u>	<u>146,624</u>
Total of funds	<u><u>256,604</u></u>	<u><u>558,732</u></u>	<u><u>(339,858)</u></u>	<u><u>475,478</u></u>

Inner London Borough Community Programme

In normal times, over 600 boys and girls from Urban and Inner City Regions take part in activities in Arundel with emphasis on learning through cricket matches, tournaments, games and coaching. Unfortunately, due to the pandemic, this programme did not take place in 2020.

Special Needs and Disability Programme

The objectives of this initiative are to improve skills and dexterity; raise self awareness, self esteem and confidence; to enhance communication and cooperation with pupils and teachers; and to make friends. Unfortunately, this programme did not take place in 2020 due to the pandemic.

Yorkshire and London Boys Tour to Arundel

This is an initiative of Arundel Castle Cricket Foundation an under 14 tour for Yorkshire and London boys took place in Arundel. The income for this tour is donated to the charity from an individual donor who funds the cost of the tour in full. This was cancelled in 2020.

Building Works Grant

This was a grant received in order to fund building works for the charity, to include renovation of pavillion facilities and improved wheelchair access.

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Notes to the financial statements
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14. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	33,789	-	33,789
Intangible fixed assets	6,560	-	6,560
Current assets	375,122	215,119	590,241
Creditors due within one year	(14,302)	(21,570)	(35,872)
Total	<u>401,169</u>	<u>193,549</u>	<u>594,718</u>

Analysis of net assets between funds - prior period

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Tangible fixed assets	37,395	-	37,395
Current assets	301,984	171,537	473,521
Creditors due within one year	(10,525)	(24,913)	(35,438)
Total	<u>328,854</u>	<u>146,624</u>	<u>475,478</u>

15. Pensions and other post - retirement benefits

Defined contribution pension plans

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £2,767 (2019 - £7,171).

The defined contribution expenses is allocated to unrestricted funds and charitable activities.

16. Related party transactions

There were no individual related party transactions during the period. However there is a longstanding relationship with Friends of Arundel Castle Cricket Club Limited through the sharing of staff and other costs.