

# **Meapa Gymnastics Club**



**Annual General Meeting: 2 June 2021**

## **Chairman's Report**

### **Reflections on the past year**

Let me start by reflecting on one of the most challenging but, incredibly, most successful and exciting years in Meapa's history!

The year started with the disappointment of not being able to continue with the grand opening of our incredible new facility that so many had worked so hard to complete. With Covid-19 affecting the lives of the entire country and lockdown stopping our members from being able to come to the gym, the committee was spending most of the time building a survival plan to ensure the future of the club as well as orchestrating an approach to support our staff. Fortunately, the government assisted with the furlough scheme meaning that we could focus on those who were not eligible or to top up where required.

We kept the Meapa family together with Zoom calls to motivate and assist our members in staying fit and strong during lockdown – many thanks to everyone who helped organise and run these sessions!

As restrictions eased in the Summer of 2020 and British Gymnastics guidance enabled us to allow gymnasts back, we started to appreciate just how amazing our new facility is. Gymnasts of all capabilities and disciplines loved the brand new equipment and the huge amount of space even with the limitations of not being able to use pits and having to observe social distancing guidelines. It was a glimpse of a new Meapa that was awe inspiring.

Unfortunately, our biggest challenges were yet to come:

Firstly, our long time Head Coach and friend, Yuriy Zhovtyuk, announced his intent to retire from coaching to spend more time with his young family. This was a real blow to the club as Yuriy had been so instrumental in driving our elite gymnastics program for so long and in helping to design and build our new facility. I'd like to express my gratitude to Yuriy for all of his hard work and commitment to the club over many many years!



The committee set out to find a replacement for Yuriy but also to rethink the structure of our coaching leadership team given our aspirations to grow and develop the club. After some searching, we were incredibly fortunate to find Ovi Rugina to become our new Director of Coaching. Ovi had the perfect pedigree, experience and ambition for the role and has already proven to be an amazing asset to the club. As part of this re-structuring, we also promoted Kaylie Aitken-Cooper to Head of Women's Artistic coaching to bolster our focus on squad development and to allow Ovi to focus on a broader development plan across all disciplines.

Secondly, the next wave of the Coronavirus pandemic hit! Our gyms had to close again and our staff back on furlough. This was disastrous for Meapa given that we had made such huge investments in the club and were unable to bring in the required revenue to pay for all of our out-goings. We had to rely on the remainder of our savings, government grants and the incredible generosity of our members to keep the club alive. We restarted our Zoom calls and did our best to keep our gymnasts conditioned and excited about the future.

Finally the second lockdown began to lift and again, in accordance with government and British Gymnastics guidelines, we started to welcome our members back into the gym. The feedback we have already received on our new team and facility has been incredible and I know this is the start of a new and exciting chapter for Meapa.

So a very challenging year for Meapa but also an incredibly successful one. We have shown that we can not only survive the most difficult and unprecedented circumstances but grow, evolve and thrive at the same time.

### **Executive Committee**

The Meapa Committee has grown a little this year to reflect changes in coaching structure and to realise the additional size and complexity of running the club. We replaced Yuriy with Ovi as the new representative for Director of Coaching and added Kaylie. We also added Lydia Ings, who not only brings business experience but also the perspective of being another parent to one of our aspiring young gymnasts on the committee.

As always, the performance of the committee has been faultless – voting on the bigger decisions and acting quickly to respond to the many unforeseen events of the year.



## **Business Update**

Jonathan Sumner, Meapa's Business Manager, continues to drive all of the non-coaching aspects of the club and has played an important part in running and growing the business day to day, enabling our coaching staff to focus on gymnastic performance.

Although this has been a tough year to drive business growth, Jon has helped secure regular income from other groups using our facilities which has supplemented members' fees and helped to keep our subscriptions as low as possible. Jon has also implemented a Meapa web shop that we are hoping can provide another useful source of income.

Incredibly, our membership grew this year from 900-1,100 members which is a real testament to our business strategy and operating model.

Financially the club remains stable, despite the impact of Covid-19 and the significant investment required to build out the new facility. The intent of the club is to continue to be a non-profit organisation - investing any additional revenue or fundraising back into our facilities, the development of our coaching staff and ensuring we deliver the most enjoyable experiences for our members.

## **Looking Ahead**

As I look ahead, I feel re-energised and very optimistic about Meapa's future success. We have passed our toughest test to date with distinction and have built the foundations for growth and even greater achievements.

We have a dedicated and passionate team and more focus and structure than ever before. For the first time, Meapa has a clear vision with documented goals and a development plan to work towards them.

My aim is to ensure that we continue to retain our friendly, small club culture regardless of our size and remember that our priority is to make gymnastics accessible to everyone, enabling the best experiences for all of our members.

## In Closing

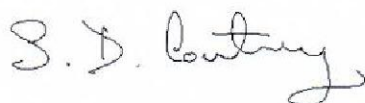
I feel that we are at the beginning of something truly special. We are perfectly poised for amazing success and have the right team to get us there.

I am incredibly proud of our staff. They have shown commitment, flexibility and positivity throughout a very difficult year.

I am immensely proud of our committee, many of whom are volunteers, who have worked so hard to successfully navigate Meapa through the storm.

I am also proud of our members and their families for sticking with us and being so generous with their time and money to get us to this point.

I'm looking forward to what will hopefully be a year when our gymnasts will be able to compete again and train without interruptions. Good luck to all of them!



Chairman of the executive committee: Meapa Gymnastics Club

**Address: Medway Valley Park, Unit B5-B6, Saxon Place, Rochester, ME2 2NW**

**Tel: 01474 333 299**

**Website: [themeapa.com](http://themeapa.com)**

**Reg. Charity: 286732**





## **Treasurer Report AGM 2/6/2021**

The Accounts for 2019/20 have been prepared by Sindy Baker.

The Accounts are being independently assessed by A4G Amherst Limited prior to submission to the Charities Commission.

### **Significant Purchases:**

- New Rochester premises.
- Fit out with new and second-hand equipment at Rochester facility including; 2 floors, podium, tumble track, vaulting tables, pits, beams and bars.

Above totalling just under £525,000.

### **Income:**

Income has dropped by 22.98%. This is due to COVID and closures periodically throughout the year. Meapa have however managed to sustain the club with a number of grants across 2020 & 2021 from:

- The Lottery
- Medway County Council
- Gravesham Borough Council
- British Gymnastics SE Region
- Kent Gymnastics

### **Expenditure:**

The main expenditure increment during year ending August 2020 was due to the new Rochester facility; staff and rent. All other expenditure was limited to the general running of the two facilities, ie rent, gas, water and electricity.

### **Employment:**

We have moved across to BrightPay Payroll software, linked directly to HMRC for monthly payroll submissions via RTI system.

Despite COVID, The Meapa managed to retain all employees with the assistance of the Governments furlough scheme. We currently have 14 members of staff on the payroll, all of which have been offered to join a Pension plan to coincide with the Auto Enrolment staging date and requirements.

We have 4 other members of self-employed staff who coach elsewhere as well as the Meapa, and 14 others who are either trainees or work elsewhere or who work voluntarily and claim expenses.

**Balances:**

All current invoices received to date have been paid. The current bank account balances at 2/6/2021 are £114,139.47

**Summary:**

Despite the COVID pandemic Meapa have returned with strong numbers and are keen to increase numbers once restrictions are lifted, however should this not be the case our cash flow forecast for the coming year shows, with its current member level and income expectations, sustainability.

**Treasurer Position**

I have been Treasurer for The Meapa since 10/10/2016 when voted in by the EMC. I am a qualified book-keeper with the Institute of Certified Book-keepers and have been since 1998 running my own successful book-keeping practice.

I have moved the accounts over on to Sage Line 50 Accounting Software and BrightPay payroll and work alongside the accountants A4G Amherst Limited to audit the accounts annually prior to submission.

Signed:

A handwritten signature in blue ink, appearing to read 'Sandy Baker', with a large circular flourish at the beginning.

**Sandy Baker**

**Treasurer for Meapa Gymnastic Club.**

The Meapa Gymnastics Centre,  
Cedar Avenue,  
Gravesend,  
Kent,  
DA12 5JT

03 February 2022

**Independent Statement of Accounts of 'The Meapa' registered charity for the year ended 31 August 2020**

We have assessed the financial statements of 'The Meapa' for the year ended 31 August 2020. The figures assessed reflect the gross income and total expenditure details for the period.

***Responsibility of the Members of the Charity and Accountants.***

It is the responsibility of the members of the charity to keep proper accounting records and the responsibility of the Accountants to report an opinion as to whether the financial statements give a true and fair view of the affairs of the charity.

***Basis of opinion.***

The assessment consisted of an independent examination of the accounting figures for 'The Meapa' for the year ended 31 August 2020.

***Opinion.***

It is our opinion that the financial statements give a true and fair view of the affairs of the charity for the year ended 31 August 2020.

**Amherst Accountancy Limited**  
**Company Number 04169517**

**Amherst Accountancy Limited**



Date: 25/01/2022

Time: 18:39:01

**The Meapa**  
**Period Trial Balance**

Page: 1

To Period: Month 12, August 2020

<u>N/C</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>
0010	Property	400,000.00	
0011	Property Depreciation		240,000.00
0012	Property Improvements	3,500.00	
0013	Property Improvements Depreciation		1,385.42
0030	Equipment	34,933.62	
0031	Equipment Depreciation		21,145.01
1102	Other Debtors	3,810.15	
1103	Prepayments	40,925.32	
1200	Treasurer Account - 91074148 40-22-20	11,591.86	
1205	Property Account - 71552600 40-22-20	1,481.36	
1210	Fundraising Account - 31652516 40-22-20	71,192.25	
1220	Business Money Manager - 31752456	19,240.12	
1230	Petty Cash	14.58	
2100	Creditors Control Account		1,172.45
2109	Accruals		4,012.12
2230	Pension Fund		670.82
2299	Intercompany Loan Account	508,956.96	
2300	Loans		13,000.00
3200	Funds		917,212.22
4000	Donations Received		12,767.68
4002	Fees / Memberships		267,002.58
4003	Sale of Merchandise		91.00
4100	Grants		30,000.00
4500	Fund Generation - Fund Raising		1,448.37
4800	Other Income		291.00
4901	Gym Hire		18,650.50
6100	Fund Raising Expenses	3,729.36	
6101	Advertising	103.68	
6105	Festival Expenditure	4,349.20	
7000	Rent	79,849.05	
7002	Water Rates	883.86	
7003	General Rates	3,596.60	
7103	Premises Service Charges	6,047.34	
7104	Premises Insurance	4,809.33	
7105	Electricity	7,034.37	
7106	Gas	1,876.04	
7108	Other Heating Costs	888.00	
7200	Travelling	10,538.40	
7202	Hotels	436.49	
7206	Subsistence	409.49	
7300	Printing	99.59	
7301	Postage and Carriage	284.84	
7302	Office Stationery	740.22	
7350	Telephone and Fax	1,636.37	
7351	Internet / Web	163.02	
7352	Computer and Software	319.56	
7398	Merchandise	2,185.63	
7399	General Equipment	1,774.31	
7400	Gym Equipment	868.45	
7401	Equipment Hire	9,000.00	
7450	Competitions / Trials	6,187.00	
7499	Premises Security	1,102.74	



Date: 25/01/2022

Time: 18:39:01

**The Meapa**  
**Period Trial Balance**

Page: 2

To Period: Month 12, August 2020

<u>N/C</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>
7500	Health & Safety	389.95	
7501	Cleaning	5,013.99	
7502	Laundry	4.60	
7503	Premises Expenses	80.00	
7603	DBS Coach Checks	155.00	
7604	BG Insurance & Membership Fees	17,364.05	
7605	Other Membership/Affiliation Fees	37.00	
7606	Sundry Expenses	71.80	
7700	Bank Interest Paid		473.41
7701	Bank Charges	35.01	
7703	Loan Interest Paid		30.47
7800	Gross Wages	107,230.05	
7803	General Manager Fees	12,126.12	
7804	Coaching Fees	37,012.36	
7805	Finance / Admin Fees	7,525.87	
7806	Employers NI	8,445.65	
7807	Employers Pensions	2,241.33	
7809	Coaches Training / Courses	1,966.34	
7810	SMP Reclaimed		2,049.06
7902	Accountancy Fees	600.00	
8004	Equipment Depreciation	5,668.83	
8005	Property Improvement Depreciation	80,875.00	
<b>Totals:</b>		<u><u>1,531,402.11</u></u>	<u><u>1,531,402.11</u></u>

Date: 25/01/2022

Time: 18:39:23

**The Meapa**  
**Profit and Loss**

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From: Month 12, August 2020

To: Month 12, August 2020

**Chart of Accounts:**

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
<b>Sales</b>			
Donations	9,318.62	12,767.68	
Fees / Memberships	16,471.27	267,093.58	
Grants	0.00	30,000.00	
Fund Generation - Fund Raising	0.00	1,448.37	
Other Income	0.00	291.00	
Gym Hire	0.00	18,650.50	
Bank Interest Paid	0.45	473.41	
	25,790.34		330,724.54
<b>Purchases</b>			
	0.00		0.00
<b>Direct Expenses</b>			
Cost of Fund Generation - Fund Raising	18.00	3,729.36	
Cost of Fund Generation - Festival Exp / Fund	0.00	4,349.20	
Advertising	0.00	103.68	
	18.00		8,182.24
<b>Gross Profit/(Loss):</b>	<u>25,772.34</u>		<u>322,542.30</u>
<b>Overheads</b>			
Support Costs - Rent and Rates	(7,131.33)	84,329.51	
Support Costs - Heat, Light and Power	1,380.60	20,655.08	
Support Costs - Travelling Expenses	799.20	11,384.38	
Support Costs - Printing and Stationery	12.99	1,124.65	
Support Costs - Telephone and Computer	198.58	2,118.95	
Support Costs - Competition / Trials	0.00	6,187.00	
Support Costs - Merchandise	0.00	2,185.63	
Support Costs - Equipment	967.14	2,642.76	
Support Costs - Equipment Hire and Rental	9,000.00	9,000.00	
Support Costs - Security & Maintenance	308.03	6,591.28	
Support Costs - Coaching DBS Checks	0.00	155.00	
Support Costs - BG Insurance & Membership	0.00	17,364.05	
Support Costs - Other Membership/Affiliation	0.00	37.00	
Support Costs - General Expenses	0.00	71.80	
Management & Admin - Bank Charges and	0.00	4.54	
Management & Admin - Gross Wages	6,142.02	174,498.66	
Management & Admin - Professional Fees	600.00	600.00	
Management & Admin - Depreciation	86,543.83	86,543.83	
	98,821.06		425,494.12
<b>Net Profit/(Loss):</b>	<u>(73,048.72)</u>		<u>(102,951.82)</u>



Date: 25/01/2022

Time: 18:39:50

**The Meapa**  
**Balance Sheet**

Page: 1

From: Month 12, August 2020

To: Month 12, August 2020

**Chart of Accounts:**

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
<b>Fixed Assets</b>			
Property	(80,875.00)	162,114.58	
Equipment	(5,668.83)	13,788.61	
	(86,543.83)		175,903.19
<b>Current Assets</b>			
Debtors	3,810.15	3,810.15	
Prepayments	40,925.32	40,925.32	
Property A/c	287.62	1,481.36	
Fundraising A/c	0.00	71,192.25	
Business Money Manager A/c	(39,999.55)	19,240.12	
Petty Cash	0.00	14.58	
Treasurer A/c	2,716.05	11,591.86	
Intercompany Loan Account	9,336.78	508,956.96	
	17,076.37		657,212.60
<b>Current Liabilities</b>			
Creditors : Short Term	(494.62)	1,172.45	
Accruals	4,012.12	4,012.12	
Wages	63.76	670.82	
	3,581.26		5,855.39
<b>Current Assets less Current Liabilities:</b>	13,495.11		651,357.21
<b>Total Assets less Current Liabilities:</b>	(73,048.72)		827,260.40
<b>Long Term Liabilities</b>			
Creditors : Long Term	0.00	13,000.00	
	0.00		13,000.00
<b>Total Assets less Total Liabilities:</b>	(73,048.72)		814,260.40
<b>Capital &amp; Reserves</b>			
Funds	0.00	917,212.22	
P & L Account	(73,048.72)	(102,951.82)	
	(73,048.72)		814,260.40

# Income & Expenditure comparison for The Meapa

Income	2020	2019	% increase / decrease to prior year
Fees/Memberships	£ 267,093.58	£ 402,973.50	
Bank Interest	£ 473.41	£ 1,187.83	
Grant	£ 30,000.00	£ -	
Fundraising Income	£ 14,507.05	£ 19,197.68	
Gym Hire	£ 18,650.50	£ 6,051.00	
Sale of Equipment	£ -	£ -	
	£ 330,724.54	£ 429,410.01	-22.9816
			reduction to prior re Covid
Fund Raising Expenditure	£ 8,078.56	£ 6,586.45	
Advertising	£ 103.68	£ 350.49	
Rent & Rates	£ 84,329.51	£ 4,836.44	
Heat, Light, Power	£ 9,798.41	£ 6,031.89	
Premises Service Chg	£ 6,047.34	£ -	
Premises Insurance	£ 4,809.33	£ 3,164.42	
Printing & Stationery	£ 1,124.65	£ 829.56	
Telephone & Computer	£ 2,118.95	£ 2,011.06	
Competition & Trials	£ 6,187.00	£ 6,660.66	
Merchandise	£ 2,185.63	£ 7,689.21	
Equipment + Equipment R&M	£ 2,642.76	£ 2,456.73	
Equipment Hire	£ 9,000.00	£ -	
Security & Maintenance	£ 6,591.28	£ 8,707.24	
Coaching Checks	£ 155.00	£ 91.00	
BG Insurance & Membership	£ 17,364.05	£ 16,540.00	
Other Membership/Affiliation	£ 37.00	£ 187.00	
Gym Extension Project	£ -	£ -	
Bank Charges	£ 4.54	£ 14.80	
Employment/Coaching Fees & Exp	£ 178,357.17	£ 224,072.25	
Finance / Admin Fees	£ 7,525.87	£ 16,913.47	
Legal & Professional Fee	£ 600.00	£ 599.00	
HMRC Late Pymt Interest	£ -	£ -	
Depreciation	£ 86,543.83	£ 86,799.90	
Misc Expenses	£ 71.80	£ 26.60	
	£ 433,676.36	£ 394,568.17	9.9116
			increment to prior yr
	-£ 102,951.82	£ 34,841.84	Profit Margin Down
			-23.02%
			Profit Margin
			8.11%



**Balance Sheet comparison for The Meapa 2019 to 2020**

<b>Fixed Assets</b>	<b>2020</b>	<b>2019</b>
Premises	£ 160,000.00	£ 240,000.00
Premises Improvement	£ 2,114.58	£ 2,989.58
Equipment	£ 13,788.61	£ 18,432.65
	<u>£ 175,903.19</u>	<u>£ 261,422.23</u>
<b>Current Assets</b>		
Debtors	£ 3,810.15	£ -
Prepayments	£ 40,925.32	£ 6,596.94
Accrued Income	£ -	£ 504.00
Bank Accounts	£ 103,505.59	£ 651,424.08
Cash	£ 14.58	£ 314.58
Intercompany Loan a/c	£ 508,956.96	£ 1,500.00
	<u>£ 657,212.60</u>	<u>£ 660,339.60</u>
<b>Current Liabilities</b>		
Creditors	£ 1,172.45	£ 251.31
Accruals	£ 4,012.12	£ 1,286.34
PAYE / Pension Fund	£ 670.82	£ 3,011.96
Intercompany Loan a/c	£ -	£ -
<b>Total Assets Less Liabilities</b>	<u>£ 5,855.39</u>	<u>£ 917,212.22</u>
<b>Funds of the Charity</b>		
Unrestricted Funds	£ 917,212.22	£ 882,370.38
Designated Funds		
Restricted Funds		
P&L	<u>-£ 102,951.82</u>	<u>£ 34,841.84</u>
	<u>£ 814,260.40</u>	<u>£ 917,212.22</u>