

Date: 03/07/2017
Time: 18:32:13

The Meapa
Profit and Loss

Page: 1

From: Month 1, September 2015
To: Month 12, August 2016

Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
Sales			
Fees / Memberships	357,180.19	357,180.19	
Grants	319.00	319.00	
Fund Generation - Fund Raising	16,919.07	16,919.07	
Other Income	50.00	50.00	
Standard Earned Income	4,492.50	4,492.50	
Bank Interest Paid	198.36	198.36	
	379,159.12		379,159.12
Purchases			
	0.00		0.00
Direct Expenses			
Cost of Fund Generation - Fund Raising	1,992.73	1,992.73	
Advertising	1,193.24	1,193.24	
	3,185.97		3,185.97
Gross Profit/(Loss):	<u>375,973.15</u>		<u>375,973.15</u>
Overheads			
Support Costs - Rent and Rates	5,114.98	5,114.98	
Support Costs - Heat, Light and Power	6,091.74	6,091.74	
Support Costs - Travelling Expenses	10,217.99	10,217.99	
Support Costs - Printing and Stationery	1,823.17	1,823.17	
Support Costs - Telephone and Computer	1,587.93	1,587.93	
Support Costs - Competition / Trials	4,083.02	4,083.02	
Support Costs - Merchandise	14,618.77	14,618.77	
Support Costs - Equipment	1,370.03	1,370.03	
Support Costs - Equipment Hire and Rental	517.60	517.60	
Support Costs - Security & Maintenance	4,008.17	4,008.17	
Support Costs - Coaching DBS Checks	341.00	341.00	
Support Costs - BG Insurance & Membership	16,917.00	16,917.00	
Support Costs - Other Membership/Affiliation	221.00	221.00	
Support Costs - Gym Extension Project	3,918.89	3,918.89	
Management & Admin - Bank Charges and	27.62	27.62	
Management & Admin - Gross Wages	170,391.62	170,391.62	
Management & Admin - Professional Fees	600.00	600.00	
Management & Admin - Depreciation	489.31	489.31	
	242,339.84		242,339.84
Net Profit/(Loss):	<u>133,633.31</u>		<u>133,633.31</u>

Date: 03/07/2017
Time: 18:32:31

The Meapa
Balance Sheet

Page: 1

From: Month 1, September 2015
To: Month 12, August 2016

Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
Fixed Assets			
Property	400,000.00	400,000.00	
Equipment	8,506.57	8,506.57	
	408,506.57		408,506.57
Current Assets			
Debtors	10,699.50	10,699.50	
Property A/c	1,492.24	1,492.24	
Fundraising A/c	6,805.39	6,805.39	
Business Money Manager A/c	276,631.96	276,631.96	
Petty Cash	1.40	1.40	
PayPal	1,469.09	1,469.09	
Treasurer A/c	35,679.14	35,679.14	
	332,778.72		332,778.72
Current Liabilities			
Creditors : Short Term	5,906.65	5,906.65	
	5,906.65		5,906.65
Current Assets less Current Liabilities:	326,872.07		326,872.07
Total Assets less Current Liabilities:	735,378.64		735,378.64
Long Term Liabilities			
	0.00		0.00
Total Assets less Total Liabilities:	735,378.64		735,378.64
Capital & Reserves			
Funds	601,745.33	601,745.33	
P & L Account	133,633.31	133,633.31	
	735,378.64		735,378.64

Income & Expenditure comparison for The Meapa

Income	2016		2015	% increase to prior year	
Fees/Memberships	£ 357,180.19		£ 270,933.72		
Bank Interest	£ 198.36		£ 128.99		
Grant	£ 319.00		£ 600.00		
Fundraising Income	£ 16,919.07		£ 21,761.33		
Gym Hire	£ 4,492.50				
Sale of Equipment	£ 50.00				
	£ 379,159.12		£ 293,424.04	29.21883292	
Fund Raising Expenditure	£ 1,992.73		£ 9,835.32		
Advertising	£ 1,193.24		£ -		
Rent & Rates	£ 5,114.98		£ 1,750.00		
Heat, Light, Power	£ 6,091.74		£ 5,609.83		
Printing & Stationery	£ 1,823.17		£ -		
Telephone	£ 1,587.93		£ 1,079.15		
Competition & Trials	£ 4,083.02		£ 7,133.83		
Merchandise	£ 14,618.77		£ 4,879.05		
Equipment	£ 1,887.63		£ 319.80		
Security & Maintenance	£ 4,008.17		£ 10,513.25		
Coaching Checks	£ 341.00		£ -		
BG Insurance & Membership	£ 16,917.00		£ 19,898.24		
Other Membership/Affiliation	£ 221.00		£ -		
Gym Extension Project	£ 3,918.89		£ 16,163.41		
Bank Charges	£ 27.62		£ 45.67		
Employment/Coaching Fees & Exp	£ 172,957.61		£ 161,711.32		
Finance / Admin Fees	£ 8,252.00		£ 3,157.46		
Depreciation	£ 489.31		£ -		
Misc Expenses	£ -		£ 2,307.45		
	£ 245,525.81		£ 244,403.78	0.459088644	
		Profit Margin		Profit Margin	
	£ 133,633.31	35%	£ 49,020.26	17%	19%

Balance Sheet comparison for The Meapa 2015 to 2016

Fixed Assets	2016	2015
Premises	£ 400,000.00	£ 400,000.00
Equipment	£ 8,506.57	
	£ 408,506.57	£ 400,000.00
Current Assets		
Debtors	£ 10,699.50	£ -
Bank Accounts	£ 322,077.82	£ 201,545.26
Cash	£ 1.40	£ 200.00
	£ 332,778.72	£ 201,745.26
Current Liabilities		
Creditors	£ 5,906.65	£ -
Total Assets Less Liabilities	£ 735,378.64	£ 601,745.26
Funds of the Charity		
Unrestricted Funds		£ 28,890.00
Designated Funds	£ 601,745.33	£ 123,835.00
Restricted Funds		£ 400,000.00
P&L	£ 133,633.31	£ 49,020.26
	£ 735,378.64	£ 601,745.26

Treasurer Report AGM 3/7/17

The Accounts for 2015/16 have been prepared by Sindy Baker. Copy of Income & Expenditure and Balance Sheet attached.

The Accounts have been independently assessed by A4G Amherst Limited prior to submission to the Charities Commission.

Significant Purchases:

- Squad leotards and tracksuits.
- Crash Mats.
- Asymmetric Bars.
- Vaulting box.
- Foam for floor.

Above totalling just over £20,000.

Of which £8995.88 has been moved to Assets and depreciated in line with life span of items.

Income:

Increment on income to prior year is 29%.

This is due to:

- 1) Online billing system being brought in place for 2015/2016. This system is more efficient for invoicing The Meapa member's fees and collection of monies.
- 2) Year Ending 31/8/16 figures contain unpaid 2015 income.
- 3) Increment in Fees.

This increase has helped to sustain a higher profit margin to enable The Meapa to push forward with the planned development keeping outside financial assistance required to a minimum.

Additional Expenditure:

Professional on going negotiation costs between Meapa and construction and architectural specialists regarding development of the gym continues. This will start to increase further in this current year now there are more funds available to the club for reinvestment and development.

Coaching fees/expenditure has increased to ensure we are able to meet all requirements for health and safety and coaching for all classes that are now at full capacity.

Overall expenditure however has only increased this year by 0.46%.

Employment:

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

The Meapa currently have 6 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 8 other members of self-employed staff who coach elsewhere as well as the Meapa, and 8 others who are either trainees or work elsewhere who work voluntarily and claim expenses.

Balances:

All current invoices received to date have been paid. The current bank account balances at 30/6/17 total £417,506.66

Treasurer Position

I have been Treasurer for The Meapa since 10/10/2016 when voted in by the EMC upon Julie Hughes resignation. 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 on the left side.

Sandy Baker

Treasurer for Meapa Gymnastic Club.

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

3rd July 2017

Independent Statement of Accounts of 'The Meapa' registered charity August 2016

We have assessed the financial statements of 'The Meapa' for the year ended 31st August 2016. The figures assessed reflect the gross income and total expenditure details for the period.

Responsibility of the Charity Members 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 2016.

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 2016.


A4G Amherst Limited

A4G Amherst Ltd
Company Number 04169517



Property consultants
Report to AGM July 2017

Since the last AGM the Trustees have continued to hold general meetings and minutes have been produced for these.

Hyde housing have been paid the agreed rate.

The plans to extend the Gym have moved on and we get closer to extension been started.

All fire equipment, fire alarm and intruder alarms have been serviced by specialist as part of the ongoing maintenance.

Our in house annual health and safety check of the equipment has been completed and recorded.

Monthly fire alarm tests have been completed and all test sheets are up to date and kept in the office.

The gym building remains in good repair with no immediate maintenance issues.

David Wilks
Property Consultant

D Wilks

3 July 2017

Minutes of the Annual General Meeting held at The Meapa Gymnastics Centre, Cedar Avenue, Gravesend, Kent DA12 5JT.
Meeting Commenced at 7.00pm on Monday 03rd July 2017.

Those Present from the Executive Committee:

Chairman:	Jaroslav Wrubel	
Deputy Chairman:	Vacant	
Treasurer:	Sindy Baker	
Minuting Secretary	Yuriy Zhovtyuk (Temporary Position)	
Property Consultant	Absent due to illness	
Welfare Officer	Lesley Golding	
Director of Coaching	Yuriy Zhovtyuk	
Youth Representative	Jonathan Sumner	
Committee Member	Steve Courtney	
ITEM	NOTES	ACTION

ANNUAL GENERAL MEETING

INTRODUCTION

J. Wrubel welcomed all present to the Annual General Meeting of The Meapa Gymnastics Club.

1.00 APPROVAL OF THE MINUTES OF THE LAST A.G.M.

J. Wrubel confirmed that a copy of the minutes of last year's Annual General Meeting held at The Meapa Gymnastics Centre, Cedar Rd, Gravesend, Kent DA12 5JT were signed and dated on Monday 30th June 2016 by the Chairman and Treasurer as true record

All points raised from the previous AGM 2016 have been resolved.

2.00 CHAIRMAN'S REPORT

- 2.01 J. Wrubel went through the Chairman's Report (copy attached). Approval of the Chairman's Report - Proposed by Lesley Golding. Seconded by Y Zhovtyuk. Approved by Members.

3.00 TREASURER'S REPORT AND STATEMENT OF ACCOUNT – 03rd July 2017

- 3.01 Sindy outlined the Financial Reports for the Property Account, The Club Community Account, the Fundraising Account and the Business Money Manager Savings Account.

Information in addition to the financial report.

Income increased by 29%. The increase is due to more efficient online billing system, increase in fees, unpaid 2015 income included in 2016.

The Statement of Accounts independently audited by Amherst Accountants (copy attached).

Approval of the Treasurer's Report and Statement of Account – Proposed by J. Wrubel. Seconded by Jonathan Sumner Approved by Members.

ITEM	NOTES	ACTION
4.00	<u>PROPERTY CONSULTANT'S REPORT</u>	
4.01	D.Wilks had prepared and issued the Property Consultant's Report (copy attached) in advance of the meeting. There were no outstanding matters from the previous 2016 Report. Approval of the Property Consultant's Report - Proposed by Yuriy Zhovtyuk. Seconded by Lesley Golding. Approved by Members.	
5.00	<u>ELECTIONS/RE-ELECTION OF THE CHARITY TRUSTEES TO THE EXECUTIVE MANAGEMENT COMMITTEE</u>	
5.01	Re-election of Mr J. Wrubel as Chairman of the Executive Management Committee. Proposed by S. Baker. Seconded by Y. Zhovtyuk Approved by Members.	
5.02	Whist there was no formal nomination submitted, Steve Courtney put his name forward to be nominated as Deputy Chairman. The Chairman and the Committee were happy to receive the nomination at the meeting. Proposed by J. Wrubel. Seconded by J. Sumner.	
5.03	Election of S. Courtney as Deputy Chairman of the Executive Management Committee. Proposed by L. Golding. Seconded by S. Baker. Approved by Members.	
5.04	Election of Y. Zhovtyuk as Minuting Secretary (Temporary) of the Executive Management Committee. Proposed by J. Sumner. Seconded by J. Wrubel. Approved by Members.	
5.05	Re-election of David Wilks as Property Consultant of the Executive Management Committee. Proposed by Y. Zhovtyuk. Seconded by J.Wrubel. Approved by Members.	
5.06	Election of S. Baker as Treasurer to the Executive Management Committee. Proposed by J.Wrubel Seconded by L. Golding. Approved by Members.	
6.00	<u>ELECTION / RE-ELECTION OF THE CHARITY TRUSTEES AND OFFICERS AND REPRESENTATIVES OF OTHER COMMITTEES</u>	
6.01	<u>CHARITY TRUSTEES</u> Jonathan Sumner put his name forward to be nominated to the vacant position of Deputy Chairman/Secretary of Charity Trustees. Proposed by S. Baker. Seconded by L. Golding. Approved by Members.	
	J. Wrubel Chairman J. Sumner Deputy Chair/Secretary S. Baker Treasurer D.Wilks Property Consultant	

ITEM	NOTES	ACTION
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Proposed by L. Golding. Seconded by Y. Zhovtyuk. Approved by Members.

6.02 **Re-Election of Coach Representative/Welfare Officer.**

L.Golding has agreed to stand again as Coach Representative.

Proposed by S. Courtney. Seconded by J. Sumner. Approved by Members.

6.03 **Re-Election of Chairman of the Youth Representative Group.**

Election of J. Sumner as Chairman of the Youth Representative Group to the Executive Management Committee.

Proposed by J.Wrubel Seconded by L. Golding. Approved by Members.

7.00 **ANY OTHER BUSINESS**

Nothing to report

8.00 **DATE OF NEXT MEETING**

Next meeting of the Executive Management Committee 7.00pm Wednesday 21st August 2017 at The Meapa Gymnastics Centre, Cedar Avenue, Gravesend, Kent.

8.02 The meeting was formally closed at 21.00pm.

Signed



date.....,04/07/2017

Mrs S. Baker - Treasurer

Signed



date 04/07/2017

Mr J Wrubel - Chairman



Chairman's Report for AGM 2017

Executive Management Committee

We started this year with good intentions having enlisted the help of a professional fundraiser to help the Club in finding funding for the extension. We had a letter of support from Gravesham Council as well as other interested parties but unfortunately whilst a funding stream was found and an application made, regrettably The Meapa were not successful in securing funding through this submission. This has left the Committee a little downhearted having thought that third time we would be lucky. But we all remain focused in our endeavours and we are looking at other options in self-funding at least part of the extension to allow us to start.

The most important part is to achieve an extended gym. Improving the Ancillary accommodation may have to wait until additional monies become available.

To this end representatives of the Committee visited Tolworth Gym Club who have recently finished two extensions in this way. We had a successful meeting with their Director of Coaching who outlined how they were able to carry out the works without obtaining funding.

We have a certain amount of money in the bank already secured but not enough to carry out the whole project. We are now looking at breaking the project down into phases to allow us to commence works and realise our goal. It will mean a lot of hard work for the Committee and the Club and will rely on a lot of volunteering from parents and members alike. This is something that we have always rallied together when needed, and the Club will need to rally again in our biggest project to see this through.

Rest assured that the Club remain committed to finding whatever funding is available to assist, but it isn't going to be an easy ride as we have found out over the years. We have recently met with Danielle Lock the Sport & Recreation Officer from the Communities Directorate at Gravesham Council together with Councillor Meade to see what local funding is available and we remain positive that we will be able to secure some funding to help us in our quest. We are also talking to the bank to see what lending is possible.

We are confident that our efforts this year will be more fruitful and are already talking to contractors to push this along.

We anticipate several young coaches will leave the Club in the near future due to their moving out of the area to continue their studies at university. This is an ongoing situation and so the Meapa have come up with a policy to recruit new coaches and concentrating on retaining the good coaches we have. To this end we are reviewing our employment policy with a view to offering Employment Contracts to all Meapa Coaches. This will also be more attractive to potential new coaches looking to relocate.

All our existing coaches have the opportunity to undertake training and attend next level coaching courses as part of their continued personal development. Yuriy and Lesley are both instigating and encouraging all coaches to progress with their professional development within Gymnastics. This has to be good for the Meapa and allows for new younger coaches to come in at General Gymnastics entry level.

The club are keen to continue the development of the Men's Artistic Discipline by building on the foundations that both Roman and Leo have started last year. We are at the stage that development into competition standard gymnastics is now at the forefront of our continued

Chairman's Report for AGM 2017

programme and overall progression for the Meapa. As we all know the extension is fundamental in ensuring that this goal can be achieved.

Our membership has remained at a similar level reported last year with a slight increase. Further increase is not only restricted by the existing facility, but this year from coaching resource. We still have high waiting lists for all classes.

There has been little movement regarding the new Lease arrangements with Hyde our Landlords which has still to be negotiated although there are signs that discussions will begin in the near future as Hyde have undergone a huge change internally within their organisation which has meant new personnel becoming responsible to take this forward. We have been contacted by them to agree meeting dates for the initial negotiations to take place.

GymMark accreditation has been postponed by British Gymnastics until Sports England have decided on their new criteria for their ClubMark and as GymMark is wholly based on ClubMark for its guidance we all have to wait and see what materialises. The Club is still following the current BG guidelines as outlined in GymMark until the new guidelines are implemented by BG.

Last year Meapa celebrated its 40th year by linking The Meapa Invitational to having an interactive themed event. The Meapa Championships also saw former coaches attending this commemorative competition.

This year has proven to be one of the most successful in the Club's history. The Meapa has gained British Adult Gymnastics Champions with gold and silver medals being achieved.

Lois won Gold in the Adult Women's Artistic and Jonathan Sumner and Craig Piper both winning silver in the Adult Men's Artistic.

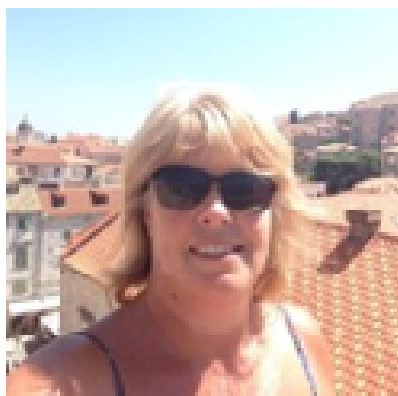
Shannon Baker won the Women's Artistic Bronze medal in the English Championships as well as 4th place in the British Compulsory Grade in the National Finals and Summer Louise Nolan coming 5th in the same competition.

The Floor & Vault department succeeded in all their categories winning numerous medals for the Meapa at County and Regional events.

Sam Golding won gold in British Tumbling Adult Championships (Female) and Craig Piper won silver in British Tumbling Adult Championships (Male) disciplines.

Congratulations additionally go to all our gymnasts that represented the Meapa and South East Region at National Finals at all levels including:

Chelsea Irvine
Poppy Morisson and
Jenna Pratt



General Gymnastics

A big thankyou goes to Lesley Golding for leading our General Gymnastic development which has gone from strength to strength under her stewardship.

We have seen an increased intake from other clubs on the back of the good work she has done, regularly getting praise from gymnasts and parents alike.

Well done!.....And keep up the good work.

Chairman's Report for AGM 2017

Our priority for the coming year is to strengthen our coaching resource and to finally start our exciting extension project.

Finally my thanks goes to all members of the Executive Committee for their time and dedication to seeing this project being realised!.....

Let's hope we achieve the dream.



Signed:
Chairman of the Executive Management Committee



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