

**Biggall End Miners' Welfare
Institute and Recreation Ground**

Financial Statements

**For the Year Ended
30th November 2016**

Bignall End Miners' Welfare Institute and Recreation Ground

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Bignall End Miners' Welfare Institute and Recreation Ground

Trustees Report for the Year Ended 30th November 2016

The trustees present their annual report and financial statements for the year ended 30th November 2016. The financial statements comply with the requirements of the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities.

TRUSTEES:

J G Myatt
Mrs B Horne
P Peake
H Walker
T Myatt
K Brazier

INDEPENDENT EXAMINER:

Steven Dale FCA
Rice & Co Limited
Chartered Accountants
Harance House
Rumer Hill Road
Cannock
Staffordshire
WS11 0ET

SOLICITORS:

Knight & Sons
The Brampton
Newcastle
Staffordshire
ST5 0QW

BANKERS:

National Westminster Bank PLC
2 Crewe Road
Alsager
Stoke on Trent
ST7 2ER

SECRETARY:

Mrs M Peake

Bignall End Miners' Welfare Institute and Recreation Ground

Trustees Report for the Year Ended 30th November 2016

1. Legal and Administrative details

Charity information

Name: Bignall End Miners' Welfare Institute and Recreation Ground

Charity Number: 522607

Principal office: Boon Hill
Bignall End
Stoke on Trent
ST7 8LA

Trustees and Advisers

The names of the trustees and details of the charity's advisers are given on page 1.

Statement of Trustees' Responsibilities

The following statement, which should be read in conjunction with the statement of the Independent Examiner's responsibilities included in the Independent Examiner's Report, is made with a view to distinguishing the respective responsibilities of the trustees and of the Independent Examiner in relation to the accounts.

The Charities Act 2011 requires the trustees to keep proper books of accounts with respect to the affairs of the charity and to prepare statements of accounts for each financial year. The trustees also have responsibility for safeguarding the charity's assets and consequently for taking reasonable steps for the prevention and detection of error, fraud and other irregularities.

In preparing the accounts the trustees are expected to: -

- Select suitable accounting policies and apply them consistently, making judgements and estimates that are reasonable and prudent;
- Follow the recommendation of the Charity Commission and of the accounting profession with regard to the form and contents of accounts and to disclose and explain any departures there from;
- Prepare the accounts on a going concern basis unless it is inappropriate to presume that the charity will continue its activities.

Bignall End Miners' Welfare Institute and Recreation Ground

Trustees Report for the Year Ended 30th November 2016

2. Governance

Governing Document

Bignall End Cricket Club and Miners' Welfare Institute is an unincorporated body constituted by a Trust Deed. The Governing document of the scheme is dated 15th November 2004.

Management of the Charity

This is vested in a Management Committee who hold regular meetings.

New trustees are appointed by the management committee.

3. Objectives and Activities

The principal object of the Bignall End Cricket Club and Miners' Welfare Institute continues to be the provision of facilities for such forms of physical exercise, recreation and other leisure time occupation, as are conducive to the improvements of the conditions of living of the inhabitants of the district of Bignall End and the neighbourhood thereof and in particular (but not exclusively) such of the said inhabitants, as are member of the mining community.

In setting our objectives and planning our activities, the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit. All of our activities are undertaken to further our charitable activities for the public benefit.

4. Achievements and performance

Introduction.

The year began with John Harrison stepping down as Chairman after 14 years in the role. Fourteen years it must be said of hard work and unstinting support to the Club. He may have handed over the reins but he still undertakes many tasks at the Club and I am already indebted to John for his help and advice in my first year as Chairman. It was probably a shock to many people that I became the new Chair, not least myself, as it was a very late decision to stand at the AGM. I made the decision really because John has always been a cricket man and I am of the same vein. I look at Bignall End as a Cricket Club first, a Club with a long proud history and a Club that after a long slow decline is once again making strides on the cricket front. I have a strong financial background and I have actively in my first year tried to get everyone working together and introduce stronger financial controls. I firmly believe the old adage of 'Sales for vanity, Profit for sanity'. Fortunately, I think the rest of the management committee agree with me! The way to a bright future is to not only maximise our turnover but also to maximise our profits by improving our trading margin on sales and keeping our costs under control. As each year passes so old and valued friends pass on. This year we are sad to report the passing of Eric Stanley, Alice Downing, Ann Hoon and Tom Kent.

Bignall End Miners' Welfare Institute and Recreation Ground

Trustees Report for the Year Ended 30th November 2016

The Cricket Teams

There are separate detailed reports from each of our cricket teams and the junior section and I don't want to steal the thunder of those composing these reports and so I will be brief.

The 1st Team, after back to back promotions, was always going to have a tough year in Division 1 but due to unforeseen circumstances played for several weeks at the beginning of the season without a professional. Then having been fortunate enough to get a very competent professional who undoubtedly improved our results, he found himself suddenly recalled to the Oman National team and we ended the season with several more weeks without a 'pro'. The ultimate result was that the team was relegated. However, it was very pleasing that the players remained positive with no feeling of doom and gloom about the place and are sticking together to have a real go at promotion again next year (as evidenced by the Annual Cricket Presentation Dinner being the best attended for a very long time). Adrian Myatt has stepped down after three good years as captain and we wish Harry Jones as the new captain every success next year.

The 2nd XI under Leigh Salmon cannot be stopped and were promoted once again. They will now be playing in Division 4 of the NSSC League where under the new structure there will be the 1st Teams of some Clubs and the 2nd Teams of many of the Premier Division Clubs. This means we can ensure that our players will be involved in a good standard of cricket no matter what teams they are in.

The 3rd Team had a decent season finishing 3rd in the League & making the semi-final of the Charity Cup but we have now resigned from the Stone & District League Premier Division and our new look 3rd Team for next season will play in a lower division. This is very much a conscious decision on our part as we want to develop some of our promising juniors and give them some proper senior cricket. It was felt the Premier Division would be a step too far for them at this time. Several Juniors got a taste of 2nd Team cricket last season and it can be said that none of them let us down but we now want to let them get some batting and do some bowling at senior level which is the reason we have changed our 3rd Team thinking. Come and give them some support on Sunday afternoons in the season!

The Junior Section continues to strengthen and develop and we have some real involvement from our coaches as we field more teams as we develop through the age groups. There is also some very good parental support especially for the Sunday morning games where we do breakfasts! Young Libby Clifton continues her own development and despite a broken wrist has graduated to Staffordshire U13's. Well done Libby.

The Phoenix Team had a lack lustre season to be honest and I believe we are not entering a team in this competition next season which I believe will give us a better mid-week training session.

The Cricket Tea Room

Magnificent teas as usual (well done Ladies) which are not truly appreciated until you go to some other Clubs (which shall be nameless) and taste the fare that is offered there or pay twice as much at some Clubs for half as much as you would get at Bignall End.

This year we could also enjoy our tea or a drink (or both) on our new patio outside the Tea Room which has been a wonderful bonus. Arise Sir Richard Horne (or he would be if I was Queen – no jokes please!) who worked his socks off on the project in a completely voluntary way and went about his business in his normal efficient and

Bignall End Miners' Welfare Institute and Recreation Ground

Trustees Report for the Year Ended 30th November 2016

self-effacing way. It is a massive improvement, it was a monumental task for Richard and his occasional helpers but it has changed the way we view the cricket at the Club. Thanks also to those who made donations for the purchase of the new seats and tables for the patio. On a nice sunny day it is a real pleasure to sit there and watch the cricket.

5. Financial Review

Reserves Policy

Bignall End Cricket Club and Miners' Welfare Institute will hold reserves to act as a cushion against any shortfall in revenue and in order to continue to fulfil its charitable purposes.

The Trustees review the reserves policy annually and aim to maintain reserves at the level of one year's support costs having due regard to uncertainties relating to future levels of funding.

Restricted Funds

Charities have an obligation to account to the donors of funds and the public in general that they are using monies entrusted to them for the purpose for which they are given. The charity has a number of restricted income funds for situations where a donor requires that a donation be spent on a particular purpose or where funds have been raised for a specific purpose. All other funds are unrestricted income funds.

Details of restricted funds are shown in note 9.

The Charity Finances and the Trading Company

We had record turnover in the bar this year but as I have already intimated it is the 'bottom line' that counts. The bar directors are well aware of the need to increase the margin on sales and reduce waste as well as increasing turnover and have worked hard together to improve all these areas of the business. The appointment of Andy as Bar Manager has helped fill the gap left by Kath our former Stewardess.

Fund raising events have also had a good impact this year and we need to keep these efforts going. The Beer Festival had record takings and actually ran out of most of the beers on the Saturday. Now a confession! When I heard we were having a 'gin bar' as part of the Festival I did think 'like that will work in Bignall End!' Well I couldn't have been more wrong and it was a great success bringing a different 'flavour' to the event and to some degree a different audience. Nice one Debbie – just proves what I know!

In the first step to proper budgetary control we have separated the Cricket Section finances from the beginning of this financial year (Dec 1st 2016). They are to receive a set budget and also keep the funds from their fund raising activities. They will operate their own bank accounts and have their own treasurer, Sandra Jones who will also supply accounts to the management committee on a regular basis.

It is hoped that this move will enable us to have a clearer picture of our expenditure in other sections of the Club and then to be able to forecast and budget all our outgoings (see Risks below) as anyone looking at our accounts as they are presented at the

Bignall End Miners' Welfare Institute and Recreation Ground

Trustees Report for the Year Ended 30th November 2016

moment only see 'a riddle wrapped up as an enigma'. We need a much clearer picture to take us forward.

Risks

Our old Clubhouse can be described as the 'goose that lays the golden egg' in that most of our funds are made from the profit on the bar and our function room and most of our other fundraising events are also centred on the Clubhouse.

However, as a large old energy inefficient building it can also be described as a bit of a 'white elephant' in that it sucks up money keeping it lighted, heated and maintained. As a Club we tend to be a bit reactive to situations dealing with them as they arise rather than proactively anticipating matters. Reducing our risks means we need to get ourselves more on the front foot.

I can report that our Health and Safety Officer (one of his many jobs), Kevin Brazier, has commissioned, amongst other things, up to date reports on Fire Risks, Asbestos and Legionella. This is important work (as well as being time consuming) because from these reports we can identify some of our priorities in making sure our building is fit for purpose going forward as well as providing the information from which we can get estimates on the cost of necessary works to be done.

I also believe we need to establish a contingency fund in order that expensive maintenance projects can be tackled when needed and we can cope with any unanticipated shocks.

Management Structure

The management structure is far from perfect but we have to remember that everyone is a volunteer with the best interests of Bignall End at heart and if we all work together we will always succeed.

It has to be said that there are also a number of people who are active in various sections of the Club and we do get volunteers who help out in various projects and fund raising events as they see it as 'their Club. This is a very good thing. It is important that everyone's ideas and opinions are listened to by the Management even if we are not able for one reason or another to act on something immediately. I am not going to try and name all these people who contribute to the success of the Club as I am bound to miss someone out. Your efforts are appreciated nonetheless.

Let's look forward to a good year, all pulling together and a good 2017 Cricket Season.

FOR AND ON BEHALF OF THE TRUSTEES

J G Myatt



Dated: 14TH March 2017

Bignall End Miners' Welfare Institute and Recreation Ground

Independent Examiner's Report to the Trustees of Bignall End Miners' Welfare Institute and Recreation Ground

I report on the accounts of the Charity for the year ended 30th November 2016, which are set out on pages 8 to 15.

Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act,
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

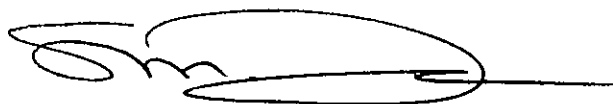
My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanation from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a true and fair view and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting record and comply with the accounting requirements of the 2011 Act have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Steven Dale FCA
Rice & Co Limited
Chartered Accountants
Harance House
Rumer Hill Road
Cannock
WS11 0ET**



Dated: 14TH March 2017

Bignall End Miners' Welfare Institute and Recreation Ground
Statement of Financial Activities for the Year Ended 30th November 2016

	Notes	2016			2015
		Unrestricted	Restricted	Total	Total
		Funds	Funds	Funds	Funds
		£	£	£	£
INCOME					
Donations and legacies					
Donations and other income		3,942		3,942	3,868
Gift aid from Bignall End Social Club Limited		40,243		40,243	44,565
		<u>44,185</u>	<u>-</u>	<u>44,185</u>	<u>48,433</u>
Charitable activities					
Members' subscriptions (sporting and social)		<u>2,608</u>	<u>692</u>	<u>3,300</u>	<u>1,753</u>
Other trading activities					
Fund raising and functions		5,077	1,297	6,374	7,917
Sales of ladies refreshments		2,007		2,007	1,737
Raffles at cricket matches		2,224		2,224	1,343
Occupational licence fee		7,500		7,500	7,500
Vodafone mast		4,700		4,700	4,200
		<u>21,508</u>	<u>1,297</u>	<u>22,805</u>	<u>22,697</u>
Investment income					
Interest received		<u>23</u>	<u>14</u>	<u>37</u>	<u>43</u>
		<u>68,324</u>	<u>2,003</u>	<u>70,327</u>	<u>72,926</u>
TOTAL INCOME					
EXPENDITURE					
Charitable activities	2	67,552		67,552	59,198
Governance costs	2	<u>1,743</u>		<u>1,743</u>	<u>3,362</u>
		<u>69,295</u>	<u>-</u>	<u>69,295</u>	<u>62,560</u>
TOTAL EXPENDITURE					
NET INCOME					
		(971)	2,003	1,032	10,366
TRANSFERS BETWEEN FUNDS					
		-	-	-	-
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>82,473</u>	<u>10,086</u>	<u>92,559</u>	<u>82,273</u>
Total funds carried forward		<u>81,502</u>	<u>12,089</u>	<u>93,591</u>	<u>92,639</u>

Bignall End Miners' Welfare Institute and Recreation Ground
Balance sheet
30th November 2016

			2016		2015
	Notes	£	<u>£</u>	£	<u>£</u>
FIXED ASSETS					
Tangible assets	3		48,509		48,353
CURRENT ASSETS					
Debtors and prepayments	4	14,529		13,761	
Cash at bank and in hand	5	<u>43,748</u>		<u>44,183</u>	
		58,277		57,944	
LIABILITIES					
Creditors: amounts falling due within one year	6		<u>7,145</u>		<u>5,488</u>
NET CURRENT ASSETS			<u>51,132</u>		<u>52,456</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			99,641		100,809
Creditors:					
Amounts falling due after more than one year	7		6,050		8,250
NET ASSETS			<u>93,591</u>		<u>92,559</u>
The funds of the Charity					
Unrestricted income funds	8		81,502		82,473
Restricted income funds	9		<u>12,089</u>		<u>10,086</u>
Total charity funds			<u>93,591</u>		<u>92,559</u>

Approved by the Board of Trustees and signed on its behalf by:



Mrs B Horne - Trustee

Dated: 14th March 2017

Bignall End Miners' Welfare Institute and Recreation Ground
Notes to the Accounts
for the year ended 30th November 2016

1. ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16/07/14, the Financial Reporting Standard for Smaller Entities (FRSSE), and the Charities Act 2011 and applicable regulations. The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

General Income

Income from the occupational licence granted to Bignall End Social Club Limited is included in the Statement of Financial Activities as it falls due. All other general income is recognised on receipt.

Incoming resources

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when:

The donor specified that the grant or donation must only be used in future accounting periods or, the donor has imposed conditions, which must be met before the charity has unconditional entitlement.

Income from trading activities is recognised as earned (as related goods and services are provided).

Investment income is recognised on a receivable basis.

Resources expended

Resources expended have been included in the financial statements when an obligation to transfer value to a third party has been entered into.

Allocation of expenditure

Expenditure is allocated on the following basis:

- a) Expenditure wholly incurred on activities falling within each category is charged direct.
- b) Governance costs are allocated to the charity's sole charitable activity income as the amount in respect of other income is considered to be negligible

Bignall End Miners' Welfare Institute and Recreation Ground
Notes to the Accounts
for the year ended 30th November 2016

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Buildings	Nil (see note 3)
Cricket ground improvement	Nil (see note 3)
Equipment and other assets	15% on cost
Scorebox	4% on cost

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. Those funds have been raised by the company for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim of each restricted fund is set out in the notes to the financial statements.

2. EXPENDITURE

	Staff Costs	Depre- ciation	Other Costs	Total 2016	Total 2015
	£	£	£	£	£
Charitable activities	13,637	5,117	48,798	67,552	60,561
Governance costs	-	-	1,743	1,743	1,999
	<u>13,637</u>	<u>5,117</u>	<u>50,541</u>	<u>69,295</u>	<u>62,560</u>

STAFF COSTS

	2016	2015
	£	£
<u>Charitable activities:</u>		
Cricket Professional (including expenses)	8,331	7,421
Ground Staff	1,375	1,955
Umpires	2,710	2,760
Cleaner	1,221	3,877
	<u>13,637</u>	<u>16,013</u>

The average number of persons employed was 2 part-time staff.

<u>Depreciation</u>	<u>5,117</u>	<u>5,441</u>
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Bignall End Miners' Welfare Institute and Recreation Ground
Notes to the Accounts - continued
for the year ended 30th November 2016

2. EXPENDITURE (continued)

	2016	2015
	£	£
OTHER COSTS		
<u>Charitable activities:</u>		
Playing equipment and trophies	415	744
Donations	610	1,240
Postage, stationery and telephones	1,392	1,363
Rates and water	1,275	4,234
Heating and lighting	7,939	7,849
Insurance	3,157	2,985
Repairs and renewals	23,357	12,607
Sundry expenses	5,433	4,366
Subscriptions and league fees	1,407	875
	<u>44,985</u>	<u>36,263</u>
<u>Costs of raising funds</u>	<u>3,813</u>	<u>2,844</u>
Refreshments and sportsman's dinner		
	<u>67,552</u>	<u>60,561</u>
<u>Governance costs:</u>		
Accountancy fees	1,125	1,095
Legal and professional charges	618	904
	<u>1,743</u>	<u>1,999</u>

Governance costs are allocated to the charity's sole charitable activity income as the amount in respect of other income is considered to be negligible

Bignall End Miners' Welfare Institute and Recreation Ground
Notes to the Accounts - continued
for the year ended 30th November 2016

3. TANGIBLE FIXED ASSETS

	Land and Buildings			Cricket Ground		Other	TOTAL
	Construc- tion	Equip- ment	Score- Box	Levelling etc	Equip- ment		
	£	£	£	£	£	£	£
COST							
1st December 2015	18,565	43,971	6,009	3,276	56,570	28,105	156,496
Additions	3,233	1,500	-	-	-	540	5,273
Disposals	-	-	-	-	-	-	-
30th November 2016	<u>21,798</u>	<u>45,471</u>	<u>6,009</u>	<u>3,276</u>	<u>56,570</u>	<u>28,645</u>	<u>161,769</u>
DEPRECIATION							
1st December 2015	-	43,971	2,163	-	34,761	27,248	108,143
Charge for the year	-	225	240	-	3,944	708	5,117
Elimination on disposal	-	-	-	-	-	-	-
30th November 2016	<u>-</u>	<u>44,196</u>	<u>2,403</u>	<u>-</u>	<u>38,705</u>	<u>27,956</u>	<u>113,260</u>
NET BOOK VALUE							
30th November 2016	<u>21,798</u>	<u>1,275</u>	<u>3,606</u>	<u>3,276</u>	<u>17,865</u>	<u>689</u>	<u>48,509</u>
30th November 2015	<u>18,565</u>	<u>-</u>	<u>3,846</u>	<u>3,276</u>	<u>21,809</u>	<u>857</u>	<u>48,353</u>

The land at Bignall End belonging to the charity is vested in the Official Custodian for Charities under a deed dated 27th October 1981.

All tangible fixed assets are held by the charity for its own use on direct charitable activities.

No depreciation has been provided on the buildings or on improvements to the cricket grounds. It is club policy to continually maintain these assets in a good state of repair resulting in a high residual value which eliminates the need for depreciation to be charged.

Bignall End Miners' Welfare Institute and Recreation Ground
Notes to the Accounts - continued
for the year ended 30th November 2016

4. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016	2015
	£	£
Amount due from Bignall End Social Club Limited	13,984	13,123
Other debtors and prepayments	545	638
	14,529	13,761

5. CASH AT BANK AND IN HAND

	2016	2015
	£	£
Bank current account	5,102	7,833
Building society accounts	38,193	36,150
Cash in hand	453	200
	43,748	44,183

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016	2015
	£	£
Accruals and deferred income	5,964	4,327
Social security and other taxes	(1,019)	(1,039)
England & Wales Cricket Trust loan	2,200	2,200
	7,145	5,488

7. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2016	2015
	£	£
England & Wales Cricket Trust loan	6,050	8,250

8. UNRESTRICTED FUNDS

	Balance at 01.12.15	Income	Expenditure	Transfer	Balance at 30.11.16
General fund	82,473	68,324	(69,295)		81,502

Signall End Miners' Welfare Institute and Recreation Ground
Notes to the Accounts - continued
for the year ended 30th November 2016

9. RESTRICTED FUNDS

	Balance at 01.12.15	Income	Expenditure	Transfer	Balance at 30.11.16
Arthur Burgess	8,487	196			8,683
Building fund - nets	1,599	1,807			3,406
	<u>10,086</u>	<u>2,003</u>	<u>-</u>	<u>-</u>	<u>12,089</u>

The nature of the restrictions on the use of the above funds are as follows:-

Arthur Burgess - to be used for necessary building work and the general maintenance and repair of the clubhouse and its outbuilding.

Building fund - nets - to be used for necessary purchase and general maintenance and repair of netting.

All of the above funds are invested in bank or building society accounts.

10. TRUSTEES' REMUNERATION AND EXPENSES

No remuneration directly or indirectly out of the funds of the charity was paid or payable for the year to any trustee or to any person or persons known to be connected with them.

No reimbursement of expenses has been made or is due to be made to any of the trustees in respect of the year.