

**REGISTERED COMPANY NUMBER: 07713961 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1149081**

Report of the Trustees and  
Financial Statements for the Year Ended 31 December 2016  
for  
Peterborough Winter Sports Club Limited

Groucott Moor Limited  
Lombard House  
Cross Keys  
Lichfield  
Staffordshire  
WS13 6DN

Peterborough Winter Sports Club Limited

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for the Year Ended 31 December 2016

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Report of the Trustees  
for the Year Ended 31 December 2016

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2016. The trustees have adopted the provisions of 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).

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

## **REFERENCE AND ADMINISTRATIVE DETAILS**

### **Registered Company number**

07713961 (England and Wales)

### **Registered Charity number**

1149081

### **Registered office**

Planet Ice Arena  
Mallard Road  
Peterborough  
PE3 8YN

### **Trustees**

M Lloyd	Director	- resigned 14.3.17
D J Green	Accountant	
H S D Rhodes	Director	
T Fife	Accountant	
D McDermott	General Manager	

### **Auditor**

Groucott Moor Limited  
Lombard House  
Cross Keys  
Lichfield  
Staffordshire  
WS13 6DN

The main objects of the Charity are:

- 1) The preservation and protection of good health and the promotion of community participation in healthy recreation through sport and physical fitness
- 2) To advance in life and relieve needs of young people through:
  - a) The provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life:
  - b) Provided support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.
- 3) To relieve the needs of people with disabilities as the trustees shall determine

Report of the Trustees  
for the Year Ended 31 December 2016

**STATEMENT OF TRUSTEES RESPONSIBILITIES**

The trustees (who are also the directors of Peterborough Winter Sports Club Limited for the purposes of company law) are responsible for preparing the Report of the Trustees 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 year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

**AUDITOR**

The auditor, Groucott Moor Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 12 September 2017 and signed on its behalf by:



D J Green - Trustee

Report of the Independent Auditor to the Members of  
Peterborough Winter Sports Club Limited

I have audited the financial statements of Peterborough Winter Sports Club Limited for the year ended 31 December 2016 on pages five to seventeen. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. My audit work has been undertaken so that I might state to the charitable company's members those matters I am required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for my audit work, for this report, or for the opinions I have formed.

**Respective responsibilities of trustees and auditor**

As explained more fully in the Statement of Trustees Responsibilities set out on page two, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

My responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require me to comply with the Auditing Practices Board's Ethical Standards for Auditors.

**Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, I read all the financial and non-financial information in the Report of the Trustees to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If I become aware of any apparent material misstatements or inconsistencies I consider the implications for my report.

**Opinion on financial statements**

In my opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2016 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Opinion on other matter prescribed by the Companies Act 2006**

In my opinion the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements.

**Matters on which I am required to report by exception**

I have nothing to report in respect of the following matters where the Companies Act 2006 requires me to report to you if, in my opinion:

- adequate accounting records have not been kept or returns adequate for my audit have not been received from branches not visited by me; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- I have not received all the information and explanations I require for my audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

A GROUCOTT (Senior Statutory Auditor)  
for and on behalf of Groucott Moor Limited  
Lombard House  
Cross Keys  
Lichfield  
Staffordshire  
WS13 6DN

20 September 2017

Peterborough Winter Sports Club Limited

Statement of Financial Activities  
for the Year Ended 31 December 2016

		31.12.16 Unrestricted fund £	31.12.15 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>	Notes		
Donations and legacies	2	18,896	26,085
<b>Charitable activities</b>	3		
Leisure Activities		3,535,836	2,822,182
<b>Total</b>		3,554,732	2,848,267
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>	4		
Leisure Activities		3,561,136	2,862,902
<b>NET INCOME/(EXPENDITURE)</b>		(6,404)	(14,635)
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>		6,803	21,438
<b>TOTAL FUNDS CARRIED FORWARD</b>		399	6,803

**CONTINUING OPERATIONS**

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

Peterborough Winter Sports Club Limited

Balance Sheet

At 31 December 2016

	Notes	31.12.16 Unrestricted fund £	31.12.15 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	10	109,855	66,196
<b>CURRENT ASSETS</b>			
Stocks	11	75,960	56,390
Debtors	12	613,634	478,596
Cash at bank and in hand		163,096	55,563
		<hr/> 852,690	<hr/> 590,549
<b>CREDITORS</b>			
Amounts falling due within one year	13	(962,146)	(649,942)
		<hr/>	<hr/>
<b>NET CURRENT ASSETS/(LIABILITIES)</b>		<hr/> (109,456)	<hr/> (59,393)
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<hr/> 399	<hr/> 6,803
<b>NET ASSETS</b>		<hr/> <hr/> 399	<hr/> <hr/> 6,803
<b>FUNDS</b>	14		
Unrestricted funds		<hr/> 399	<hr/> 6,803
<b>TOTAL FUNDS</b>		<hr/> <hr/> 399	<hr/> <hr/> 6,803

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved by the Board of Trustees on 12 September 2017 and were signed on its behalf by:



D J Green -Trustee

The notes form part of these financial statements

Peterborough Winter Sports Club Limited

Cash Flow Statement

for the Year Ended 31 December 2016

	Notes	31.12.16 £	31.12.15 £
<b>Cash flows from operating activities:</b>			
Cash generated from operations	1	166,388	38,423
<b>Net cash provided by (used in) operating activities</b>		<u>166,388</u>	<u>38,423</u>
<b>Cash flows from investing activities:</b>			
Purchase of tangible fixed assets		(58,855)	(29,974)
<b>Net cash provided by (used in) investing activities</b>		<u>(58,855)</u>	<u>(29,974)</u>
<b>Change in cash and cash equivalents in the reporting period</b>		<u>107,533</u>	<u>8,449</u>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>55,563</u>	<u>47,114</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u><u>163,096</u></u>	<u><u>55,563</u></u>

The notes form part of these financial statements

Notes to the Cash Flow Statement  
for the Year Ended 31 December 2016

**1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	31.12.16	31.12.15
	£	£
<b>Net income/(expenditure) for the reporting period (as per the statement of financial activities)</b>	(6,404)	(14,635)
<b>Adjustments for:</b>		
Depreciation charges	15,196	10,035
Increase in stocks	(19,570)	(29,864)
Increase in debtors	(135,038)	(278,494)
Increase in creditors	312,204	351,381
	<hr/>	<hr/>
<b>Net cash provided by (used in) operating activities</b>	<b>166,388</b>	<b>38,423</b>
	<hr/>	<hr/>

## **1. ACCOUNTING POLICIES**

### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

### **Tangible fixed assets**

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

Plant and machinery - 20% straight line

### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

### **Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2016

**1. ACCOUNTING POLICIES - continued**

**Company limited by guarantee**

The company is limited by guarantee and does not have a share capital.

**2. DONATIONS AND LEGACIES**

	31.12.16	31.12.15
	£	£
Grants	18,896	26,085

Grants received, included in the above, are as follows:

	31.12.16	31.12.15
	£	£
Other grants	18,896	26,085

**3. INCOME FROM CHARITABLE ACTIVITIES**

	Activity	31.12.16	31.12.15
		£	£
Educational programs	Leisure Activities	898,172	694,829
Leisure and recreational activities	Leisure Activities	1,673,984	1,268,917
Events	Leisure Activities	171,860	157,998
Miscellaneous	Leisure Activities	791,820	700,438
		3,535,836	2,822,182

**4. CHARITABLE ACTIVITIES COSTS**

	Direct costs	Support costs (See note 5)	Totals
	£	£	£
Leisure Activities	2,937,007	624,129	3,561,136

**5. SUPPORT COSTS**

	Management	Finance	Governance costs	Totals
	£	£	£	£
Leisure Activities	577,194	27,367	19,568	624,129

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2016

**6. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	31.12.16	31.12.15
	£	£
Depreciation - owned assets	15,196	10,036
Other operating leases	1,650	1,650
	<u>          </u>	<u>          </u>

**7. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 December 2016 nor for the year ended 31 December 2015.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 December 2016 nor for the year ended 31 December 2015.

**8. STAFF COSTS**

	31.12.16	31.12.15
	£	£
Wages and salaries	1,039,817	858,279
Social security costs	41,923	33,715
	<u>          </u>	<u>          </u>
	1,081,740	891,994
	<u>          </u>	<u>          </u>

The average monthly number of employees during the year was as follows:

31.12.16	31.12.15
118	114
<u>          </u>	<u>          </u>

No employees received emoluments in excess of £60,000.

**9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	26,085
<b>Charitable activities</b>	
Leisure Activities	2,822,182
	<u>          </u>
<b>Total</b>	2,848,267

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2016

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £
<b>EXPENDITURE ON</b>	
<b>Charitable activities</b>	
Leisure Activities	2,862,902
<b>Total</b>	2,862,902
<b>NET INCOME/(EXPENDITURE)</b>	(14,635)
<b>RECONCILIATION OF FUNDS</b>	
<b>Total funds brought forward</b>	21,438
<b>TOTAL FUNDS CARRIED FORWARD</b>	6,803

10. TANGIBLE FIXED ASSETS

	Short leasehold £	Plant and machinery £	Fixtures and fittings £	Totals £
<b>COST</b>				
At 1 January 2016	1,629	75,812	9,217	86,658
Additions	-	58,855	-	58,855
At 31 December 2016	1,629	134,667	9,217	145,513
<b>DEPRECIATION</b>				
At 1 January 2016	81	19,091	1,290	20,462
Charge for year	82	13,809	1,305	15,196
At 31 December 2016	163	32,900	2,595	35,658
<b>NET BOOK VALUE</b>				
At 31 December 2016	1,466	101,767	6,622	109,855
At 31 December 2015	1,548	56,721	7,927	66,196

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2016

**11. STOCKS**

	31.12.16	31.12.15
	£	£
Finished goods	<u>75,960</u>	<u>56,390</u>

**12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.12.16	31.12.15
	£	£
Trade debtors	96,754	87,112
Other debtors	467,027	372,095
VAT	12,258	-
Prepayments	<u>37,595</u>	<u>19,389</u>
	<u>613,634</u>	<u>478,596</u>

**13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.12.16	31.12.15
	£	£
Trade creditors	289,572	234,665
Tax	(4,484)	(4,484)
Social security and other taxes	82,023	45,880
VAT	-	42,406
Other creditors	346,841	188,419
Accrued expenses	<u>248,194</u>	<u>143,056</u>
	<u>962,146</u>	<u>649,942</u>

**14. MOVEMENT IN FUNDS**

	At 1.1.16	Net movement in funds	At 31.12.16
	£	£	£
<b>Unrestricted funds</b>			
General fund	6,803	(6,404)	399
	<u>6,803</u>	<u>(6,404)</u>	<u>399</u>
<b>TOTAL FUNDS</b>	<u>6,803</u>	<u>(6,404)</u>	<u>399</u>

**14. MOVEMENT IN FUNDS - continued**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	3,554,732	(3,561,136)	(6,404)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>3,554,732</u>	<u>(3,561,136)</u>	<u>(6,404)</u>

**15. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 December 2016.

Reconciliation of Income and Expenditure  
for the Year Ended 31 December 2015

	Notes	UK GAAP £	Effect of transition to FRS 102 £	FRS 102 £
<b>INCOME AND ENDOWMENTS FROM</b>				
Donations and legacies		26,085	-	26,085
Charitable activities		2,822,182	-	2,822,182
		<hr/>	<hr/>	<hr/>
<b>Total</b>		2,848,267	-	2,848,267
 <b>EXPENDITURE ON</b>				
Charitable activities		2,848,214	14,688	2,862,902
OBSOLETE Governance costs		14,688	(14,688)	-
		<hr/>	<hr/>	<hr/>
<b>NET INCOME/(EXPENDITURE)</b>		(14,635)	-	(14,635)
		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Peterborough Winter Sports Club Limited

Reconciliation of Funds

At 1 January 2015

(Date of Transition to FRS 102)

	Notes	UK GAAP £	Effect of transition to FRS 102 £	FRS 102 £
<b>FIXED ASSETS</b>				
Tangible assets		46,258	-	46,258
		<u>46,258</u>	<u>-</u>	<u>46,258</u>
<b>CURRENT ASSETS</b>				
Stocks		26,523	-	26,523
Debtors		184,321	-	184,321
Prepayments and accrued income		15,781	-	15,781
Cash at bank and in hand		47,114	-	47,114
		<u>273,739</u>	<u>-</u>	<u>273,739</u>
<b>CREDITORS</b>				
Amounts falling due within one year		(241,581)	-	(241,581)
		<u>32,158</u>	<u>-</u>	<u>32,158</u>
<b>NET CURRENT ASSETS/(LIABILITIES)</b>				
		78,416	-	78,416
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>				
<b>ACCRUALS AND DEFERRED INCOME</b>		(56,978)	-	(56,978)
		<u>21,438</u>	<u>-</u>	<u>21,438</u>
<b>FUNDS</b>				
Unrestricted funds		21,438	-	21,438
<b>TOTAL FUNDS</b>		<u>21,438</u>	<u>-</u>	<u>21,438</u>

Reconciliation of Funds

At 31 December 2015

	Notes	UK GAAP £	Effect of transition to FRS 102 £	FRS 102 £
<b>FIXED ASSETS</b>				
Tangible assets		66,196	-	66,196
<b>CURRENT ASSETS</b>				
Stocks		56,390	-	56,390
Debtors		478,596	-	478,596
Cash at bank and in hand		55,563	-	55,563
		<u>590,549</u>	<u>-</u>	<u>590,549</u>
<b>CREDITORS</b>				
Amounts falling due within one year		(649,942)	-	(649,942)
<b>NET CURRENT ASSETS/(LIABILITIES)</b>		<u>(59,393)</u>	<u>-</u>	<u>(59,393)</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>6,803</u>	<u>-</u>	<u>6,803</u>
<b>NET ASSETS</b>		<u><u>6,803</u></u>	<u><u>-</u></u>	<u><u>6,803</u></u>
<b>FUNDS</b>				
Unrestricted funds		6,803	-	6,803
<b>TOTAL FUNDS</b>		<u><u>6,803</u></u>	<u><u>-</u></u>	<u><u>6,803</u></u>

Detailed Statement of Financial Activities  
for the Year Ended 31 December 2016

	31.12.16 £	31.12.15 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Grants	18,896	26,085
<b>Charitable activities</b>		
Educational programs	898,172	694,829
Leisure and recreational activities	1,673,984	1,268,917
Events	171,860	157,998
Miscellaneous	791,820	700,438
	<hr/> 3,535,836	<hr/> 2,822,182
<b>Total incoming resources</b>	<b>3,554,732</b>	<b>2,848,267</b>
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	1,039,817	858,279
Social security	41,923	33,715
Other operating leases	1,650	1,650
Rates and water	82,004	67,949
Light and heat	383,057	319,978
Telephone	10,726	10,928
Postage and stationery	22,180	13,841
D J costs	10,325	8,785
Teachers	37,576	15,976
Licences	754,637	571,436
Security	19,461	23,163
First aid	2,283	841
Travelling	11,771	6,915
Purchases	519,597	465,726
	<hr/> 2,937,007	<hr/> 2,399,182
<b>Support costs</b>		
<b>Management</b>		
Advertising	49,449	48,772
Sundries	79,630	64,375
Training	1,836	1,603
Repairs and renewals	141,363	105,271
Management charges	289,720	196,740
Long leasehold	81	81
Carried forward	562,079	416,842

This page does not form part of the statutory financial statements

Detailed Statement of Financial Activities  
for the Year Ended 31 December 2016

	31.12.16 £	31.12.15 £
<b>Management</b>		
Brought forward	562,079	416,842
Plant and machinery	13,810	8,664
Fixtures and fittings	1,305	1,290
	<hr/>	<hr/>
	577,194	426,796
<b>Finance</b>		
Bank charges	9,923	9,455
Credit charges	17,444	12,781
	<hr/>	<hr/>
	27,367	22,236
<b>Governance costs</b>		
Accountancy and legal fees	2,250	3,000
Legal fees	17,318	11,688
	<hr/>	<hr/>
	19,568	14,688
<b>Total resources expended</b>	<hr/>	<hr/>
	3,561,136	2,862,902
	<hr/>	<hr/>
<b>Net expenditure</b>	<hr/>	<hr/>
	(6,404)	(14,635)
	<hr/>	<hr/>

# **Peterborough Winter Sports Club Limited**

**(A Company Limited by Guarantee)**

**Report and Financial Statements for the period ended 31<sup>st</sup> December 2016**

**Charity registration number**  
1149081

**Company registration number**  
07713961

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# Peterborough Winter Sports Club

Management Committee Report for the period ended  
31<sup>st</sup> December 2016

## REFERENCE AND ADMINISTRATIVE INFORMATION

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The trustees who are also directors of the charitable company for the purposes of the Companies Act 2006, present their report with the financial statements of the charitable company for the period ended 31 December 2016. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' Issued in March 2005 (Second Edition) and the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

**Charity Name:** Peterborough Winter Sports Club

**Charity registration number:** 1149081

**Company registration number:** 07713961

**Registered Office and operational address:** Planet Ice Arena  
1 Mallard Road  
Peterborough  
Cambridgeshire  
PE3 8YN

**Trustees/Directors:** Mr M Lloyd (resigned 14/03/16)  
Mr D Green (appointed 01/08/12)  
Mr H Rhodes (appointed 28/03/14)  
Mr T Fife (appointed 28/03/14)  
Mr D McDermott (appointed 28/03/14)

**Auditors:** Groucott Moor Limited

**Bankers:** Handelsbanken

**Solicitors:** Wrigleys

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

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The charitable company is controlled by its governing document, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

### **RECRUITMENT AND APPOINTMENT OF NEW TRUSTEES**

In exercising its powers to nominate, appoint, reappoint; elect, re-elect, approve and dismiss members, the members shall seek to ensure that the board comprises persons with a broad range of skills who are likely to contribute to the organisations success.

### **BOARD MEMBERS INDUCTION AND TRAINING**

All new members joining the Board receive a full induction that is aimed at training them in their statutory responsibilities under charity and company law. The Induction will normally include:

- Meeting with the Chairman of the Board
- Tour of all facilities and an opportunity to meet staff
- Access to safeguarding training
- Receive copies of the Charity's rules
- Receive copies of strategy and business planning documents
- Receive copies of corporate policies and documents
- Receive an organisational structure and overview of the management process

### **RELATIONSHIP BETWEEN THE CHARITY AND RELATED PARTIES**

The Charity has a two-year licence granted by PI Property (Leisure) Limited to operate Planet Ice Arena Peterborough (also known as Peterborough Ice Rink), Planet Ice Hemel Hempstead (also known as Hemel Hempstead ice rink) and Planet Ice Milton Keynes (also known as Milton Keynes Ice Rink or Milton Keynes Arena).

The charity also licences a storage and maintenance facility from Pioneer House Investments LLP.

The Charity is affiliated, where required, to the National Governing Bodies for the sports it provides.

The Charity enjoys a strong relationship with Sport England, Living Sport, Leap, MK Community Foundation, Shaw Trust and Herts Sports Partnership all of whom provide funding for the charity to provide activities which meets its charitable aims.

The Charity is the sole shareholder in MKLIHC Limited which is a trading arm set-up at the recommendation of the Charities Commission in order to operate the semi-professional ice hockey team based at Milton Keynes Ice Rink. All profits from MKLIHC Limited are transferred to Peterborough Winter Sports Club to support its charitable work.

## **RISK MANAGEMENT**

The members of the Board have a duty to Identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The Board members confirm that the major risks to the charity have been reviewed and that systems or procedures have been established to manage those risks.

## **OUR AIMS AND OBJECTIVES**

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### **PURPOSES AND AIMS**

Our charity's purposes as set out in the objects contained in the company's memorandum of association are to:

The charity's objects ('Objects') are specifically restricted to the following:

For the benefit of the public in Buckinghamshire, Cambridgeshire and Peterborough City by:

- 1) The preservation and protection of good health and the promotion of community participation in healthy recreation through sport and physical fitness.
- 2) To advance in life and relieve needs of young people through:
  - (a) The provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life;
  - (b) Providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.
- 3) To relieve the needs of people with disabilities as the trustees shall determine.
- 4) Such charitable purposes for the public benefit as are exclusively charitable according to the laws of England and Wales as the trustees may from time to time determine.

All business decisions are made having given reference to the objects of the charity.

### **ENSURING OUR WORK DELIVERS OUR AIMS**

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous twelve months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aim, objectives and activities remained focused on our stated purposes.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

## **THE FOCUS OF OUR WORK**

Our main objectives for the period was the promotion and prevention of health, educational, recreational and sporting activities. The strategies we used to meet these objectives included:

- Providing a range of educational programmes aimed at people of all ages, genders, ethnicity, ability, sexuality or ability which account for the majority of facility use at our facilities.
- Focusing upon providing pathways from our educational programmes into regular participation in activities that promoted good health, social interaction and personal development
- Provide educational opportunities for young people in the communities we work in through the introduction of apprenticeships.
- Enabling employment opportunities for disabled people in the communities we work in through the introduction of apprenticeships, work placement and training initiatives.
- Continue to focus on reducing energy usage across our facilities to limit the impact on the environment.

## **HOW OUR ACTIVITIES DELIVER PUBLIC BENEFIT**

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Our main activities and who we engage with are described below. All our charitable activities focus on the provision of leisure, health, sports and educational activities and are undertaken to further our charitable purposes for the public benefit.

## **WHO USED AND BENEFITED FROM OUR SERVICES?**

The members confirm that they have complied with the duty in Section 4 of the Charities Act 2006 to have regard to the Charity Commission's general guidance on public benefit and have used this information when devising our aims and objectives and planning future activities.

The Charity is committed to providing affordable leisure and recreational programmes for the communities it works with and will achieve this by robust management, allowing prices to be kept affordable, and by reinvesting in new and existing activities. The Charity recognises that in order to successfully deliver its objectives it must also provide a high quality experience for each and every service user. The monitoring of this is achieved through the use of monthly independent mystery visits supported by a robust, transparent user engagement programme.

The Charity works with a range of other charities and community groups to extend its impact and benefit to the wider community. An example of this is the provision of free educational ice skating and ice hockey programmes and the provision for structured social interaction activities for young people undergoing "home schooling".

## **ACHIEVEMENTS AND PERFORMANCE**

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Trading conditions have been difficult but the charity has managed its businesses well and has seen a steady income from its activities.

Starting in August 2014 we have introduced Skate Excellence as our Learn to Skate programme. This is after robust analysis of all the available ice skating educational programmes and has been so successful that we have commissioned an ice hockey version of the programme as well as introducing a performing arts programme, Skate to Show.

In 2016 there were over 270,000 visits to our facilities were recorded by the general public and other groups.

A few highlights of our performance and achievements are detailed below;

### **Equity of Access**

- There is a concessionary loyalty programme which enables users to access one third of ice rinks in England at a discounted rate
- Support for local authority partners in delivering council led initiatives at our centres.
- Proactive research into grant funding to support the provision of activities for disadvantaged groups.
- Provision of free educational programmes
- Subsidised access to our ice hockey and learn to skate programmes to ensure barriers relating to cost are minimised

### **Disabled**

- Working with local disability groups across our operating area to run activities and sessions for various ages and ability levels.
- Provision of educational programmes aimed specifically at those who have learning or behavioural disabilities.
- Ongoing support for rehabilitation projects for military personnel who have become injured.
- Ensuring that the newly opened Milton Keynes Ice Rink was fully inclusive and accessible to all users
- Introduction of partnership programmes to provide employment and training to disabled people

### **Community**

- We have introduced a new membership structure to enable great access and engagement with local communities .
- Working with various National Governing Bodies of sport to encourage people to either start, or return to, sports participation.
- We run open day's offering free or very low-cost activities.
- Work with local charities assisting them with fund raising and making facilities available for their use.

- There has been approximately 6000 hours of public skating enabling the local community to participate in healthy lifestyle activities at an average cost of £1.08 per hour (Hemel Hempstead) and £1.33 per hour (Milton Keynes and Peterborough). These prices are below the national average and cheaper than any commercial or council run facility.
- Over 2500 hours of ice rink provision has been utilised by clubs and community organisations to provide activities including junior ice hockey, recreational adult ice hockey, synchronised skating, figure skating clubs and ice dance clubs.
- Nearly 5000 hours of ice rink provision has been made available for the development of ice skaters and for the provision of educational services.
- On average we have delivered fifteen learn to skate group classes per week aimed at teaching non-skaters the basic skills of ice skating. Each class has on average 10 people participating.

## **FINANCIAL MANAGEMENT**

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The executive management team prepare the annual operational budget for the charity and this is approved by the board of management prior to the commencement of the financial period.

The board of management receive monthly reports on the financial performance of the charity. These reports include an Income and expenditure statement and balance sheet, both compared to budget and last year for the month and year to date.

All funds are generated through receipts from customers or from funding provided by our local authority partners. The majority of funds are spent on subsidising participation in activities.

Expenditure of these funds supports the key community objectives of the charity and the continued investment in improved services and facilities for the community.

## **RESERVES POLICY**

The Board have agreed a minimum cash reserves policy of two months' income to protect against poor trading conditions or unexpected expenses and is seeking to secure this level of reserves over the next trading period.

## **PLANS FOR FUTURE PERIODS**

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As a developing organisation we strive to continue to deliver high quality community programmes and to develop and expand our programmes into new communities.

We also intend to increase our provision of programmes for groups identified as not normally participating in sport and healthy recreational activities such as ethnic minorities, young adults and people with a disability.

Development of new facilities is also an on-going focus - identifying new opportunities that meet the needs of the community and fulfil our charitable objectives.

There will be a thorough review of facility usage so that we can ensure we are providing the maximum benefit to the community and ensuring that we ensure the highest levels of participation possible.

## **STATEMENT OF TRUSTEES RESPONSIBILITIES**

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The trustees (who are also the directors of Peterborough Winter Sports Club Limited for the purposes of company law) are responsible for preparing the Report of the Trustees 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 period which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to select suitable accounting policies and then apply them consistently; observe the methods and principles in the Charity SORP; make judgements and estimates that are reasonable and prudent; prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **STATEMENT OF DISCLOSURE OF INFORMATION TO AUDITORS**

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So far as the trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information.

On behalf of the board

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**Darren Green (Trustee)**

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**Date**