



Trustees' Annual Report for the period

Period start date		Period end date	
From	1 April 2017	To	31 March 2018

Section A Reference and administration details

Charity name

Cambridge & Coleridge Athletic Club

Other names charity is known by

Registered charity number (if any)

1169959

Charity's principal address

University Athletics Track

Wilberforce Road

Cambridge

Postcode

CB3 0EQ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Keith Clarke	Chair		
2	Mrs Mary Holmes	President		
3	Mr Noel Moss	Deputy Chair		
4	Deborah Williams	Treasurer	From 28 th November 2017	
5	Mr John Aston	Treasurer	Resigned 28 th November 2017	
6	Mr Mark Vile	Member without Portfolio		
7	Mr Chris Hurcomb	Endurance portfolio		
8	Dr Julie Wych	Young athletics portfolio		
9	Mr Mo Park	Coaching coordinator		
10	Ms Marie Whittle	Membership secretary		
11	Mrs Steph Maxwell	Welfare Officer	From Sept 2017	
12				
13				
14				

Names and addresses of advisers (Optional information)

Type of adviser

Name

Address

Name of chief executive or names of senior staff members (Optional information)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Elected by members at General Meeting

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Summary of the objects of the charity set out in its governing document

The Club exists with the objects of the promotion of community participation in healthy recreation for the benefit of the inhabitants of Cambridge and the surrounding districts by the provision of facilities for athletics.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In furtherance of its objects the Club:

Provides human resources including coaching
Makes available facilities
Makes grants to individuals
Provides services
Provides advocacy, advice and information
Provides opportunity for competitive sport

In exercising their duties the trustees have had regard, where relevant, to Charities Commission guidance on public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Cambridge & Coleridge Athletic Club's performance 2017/18

Statistics:

- 901 Registered Athletes
- 8 League competitions with 40 separate events
 - Plus many regional competitions
- >1100 Athlete-Event results on Power of 10
- 41 Coaches
- ~10 on coaching courses this year
- 25 active Officials
- 13 Committee members

Development during 2017:

- 39 coaches and officials Safeguarding trained
- New Welfare Officer Steph Maxwell
 - And soon to be published updated Codes/Guides
- Successful transition to Charitable Incorporated Organisation (CIO)
- Continued great relationship with Cambridge University
 - With personnel changes on both sides
- Renewed Partnership agreement with Anglia Ruskin University
- Reviewed and revised administration agreement with Living Sport
- Survey of communications preferences carried out
 - Leading to a Requirements Specification for a new Website

Challenges ahead:

- Cambridge is a growing city. Number of young athletes wanting to join frequently more than we can induct
- No community clubs (lack of L2 coaches) to give U11s an early intro
- Monday's are hard to manage (but many hands make light work)
- Increases in England Athletic fees with lower central gov. support
- Increasing the number of active adult Track and Field competitors
- A mobile friendly website which supports easier communication with members
- Still to realise full benefit from ARU Partnership
- Volunteering – a lot of jobs have fallen on a few people
- To ensure sustainability we need to carve into small achievable roles where possible
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Section E

Financial review

Brief statement of the charity's policy on reserves

The overall reserve policy of C&C is to hold sufficient reserves to ensure the ongoing successful continuation of the club.
The Unrestricted Fund is specifically for the day to day expenses incurred by the club. The policy is to hold sufficient reserves:

- a) to cover as a minimum an estimate of the value of "unearned" subscriptions (since the Club accounts on a remittances basis, in accordance with Charity Commission guidance, and since member subscription are collected annually in advance and accrue throughout the year, the Club will be holding, and including in reserves, at any time on average approximately six months "unearned" subscriptions)
- and additionally,
- b) to protect the Club against any unanticipated shortfall in income;
- c) to protect the Club against any unforeseen expenditure.

Restricted Funds comprise the Equipment Fund and the C & C Trust Fund to which athletes of all abilities and organisations promoting athletics can make funding requests.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

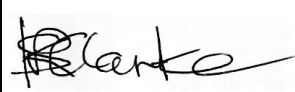
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Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Mr Keith Stanley Peter Clarke	
Position (eg Secretary, Chair, etc)	Chair	

Date 5th March 2019



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Cambridge and Coleridge Athletic Club

No (if any)
1169959

CC16a

Receipts and payments accounts

For the period from	Period start date 01/04/2017	To	Period end date 31/03/2018
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Subscriptions	45,708	-	-	45,708	48,460
Grants and donations	500	-	-	500	220
Clothing	3,606	-	-	3,606	4,213
Refreshment sales	1,088	-	-	1,088	772
Travel fares	997	-	-	997	489
Other	3,340	-	-	3,340	3,240
Bank interest	-	75	-	75	312
Cambridge Festival of Running (see note)	-	2,000	-	2,000	3,500
Sub total (Gross income for AR)	55,239	2,075	-	57,314	61,206
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	55,239	2,075	-	57,314	61,206
A3 Payments					
Track hire	16,541	-	-	16,541	15,181
Coaching courses	2,986	-	-	2,986	4,155
Affiliation fees	11,689	-	-	11,689	11,445
Entry fees & match expenses	10,352	-	-	10,352	9,025
Clothing purchases	3,877	-	-	3,877	3,288
Equipment Costs	1,339	-	-	1,339	5,150
STG fees (membership system)	2,703	-	-	2,703	3,613
Admin costs	5,617	-	-	5,617	5,326
Social events	1,621	-	-	1,621	1,538
Trust fund awards	-	1,278	-	1,278	-
Sub total	56,725	1,278	-	58,003	58,721
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	56,725	1,278	-	58,003	58,721
Net of receipts/(payments)	- 1,486	797	-	689	2,485
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	40,446	61,969	-	102,415	99,930
Cash funds this year end	38,960	62,766	-	101,726	102,415

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	CAF Current Account	38,960	-	-
	CAF Gold - Savings Account	-	7,757	-
	CAF Gold - Trust Account	-	3,666	-
	CAF - Scottish Widows 90 Day Account	-	51,343	-
	Total cash funds	38,960	62,766	-

(agree balances with receipts and payments account(s))

OK

OK

OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

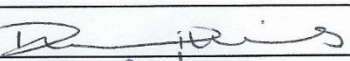

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

DEBORAH WILLIAMS
KEITH CLARKE

27/2/2019
4/3/2019



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

CAMBRIDGE COLLEGE ATHLETIC CLUB

On accounts for the year
ended

31 MARCH 2018

Charity no
(if any)

Set out on pages

1 and 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above
charity ("the Trust") for the year ended

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation
of the accounts in accordance with the requirements of the Charities Act
2011 ("the Act").

Independent
examiner's statement

I report in respect of my examination of the Trust's accounts carried out
under section 145 of the 2011 Act and in carrying out my examination, I
have followed the applicable Directions given by the Charity Commission
under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have
come to my attention (~~other than that disclosed below~~*) in connection with
the examination which gives me cause to believe that in, any material
respect:

- accounting records were not kept in accordance with section 130 of
the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection
with the examination to which attention should be drawn in order to enable a
proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

N. MP. J. K.

Date:

17/2/19

Name:

NIGEL MARK POWLER

Relevant professional
qualification(s) or body
(if any):

CHARTERED ACCOUNTANTS

Address:

32 WEST STREET

OVER

CAMBRIDGE CB24 5PL