

CHARITY TRUSTEES' ANNUAL REPORT (Accompanying Receipts and Payments Accounts))

Section 1 Legal and Administrative Information

Charity name: Royal Leamington Spa Archery Society

Charity Commission registered number: 1107064

For the year beginning on 1 October 2017, and ending on 30 September 2018

Principal address: 23 Kingland Drive, Leamington Spa, Warwickshire, CV32 6BL

Description of charitable trusts:

- Constitution adopted 29.04.2003, as amended 20.04.2004, 04.11.2004, 26.04.2007, 22.04.2010, 12.04.2011, 17.05.2013, 27.06.2014, 13.11.2015
- Registered 30.11.2004
- The promotion of community participation in healthy recreation in particular by the provision of facilities for the pursuit of archery

Section 2 Trustees and Governance

Details of Office	Name of Trustee	Dates during which the named trustee acted if not for the period of this report (1/10/2017 – 30/9/2018)
Chairman	Jonathan Maher	Resigned 28 th May 2018
Chairman	Martyn Ellis	Co-opted 21 st June 2018
Vice-Chairman	Julien Beauquel	Resigned 31 st May 2018
Vice-Chairman	Vacant	
Secretary	Kathy Folkard	
Treasurer	Richard Piggott	
Records Officer	Margaret Nixon	
Club Instructor	No appointment	
Club Instructor	Brian Tustin	Co-opted 21 st June 2018
Club Captain	No appointment	
Membership Secretary	Brian Tustin	
Juniors Coordinator	Jon Nixon	Resigned 30 th September 2018
Safeguarding Officer	Graham Mallinson	
Social Secretary	Angela Cave	
Committee Member 1	Georgia Georgiou	
Committee Member 2	David Leask	Resigned 5 th January 2018
Committee Member 2	Vacant	

Trustees are appointed annually at the Society's Annual General Meeting. The Executive Committee may appoint a maximum of 3 further trustees by co-option.

Section 3 Activities and Achievements

The Trustees consider that, by means of the activities set out in this section, they have complied with their duty to have due regard to the Commission's published guidance on public benefit.

Promotion of Archery (01/10/2017 – 30/09/2018)

- Ran 2 courses for beginners, thereby providing an extended opportunity to 41 people of all ages to participate in the sport.
- Ran Have-a-Goes for Rugby4Heroes and a local Scout Group giving hundreds of adults and children a go at archery.
- 131 new and returning members (104 seniors and 27 juniors) joined the club during this report period, with 16 adults and 6 juniors having completed an RLSAS beginners' course.

Provision of Shooting Opportunities

- Ran the West Midlands & Open Novices tournaments.
- Ran full target shooting programs throughout the year for club members, including competitions for club trophies and county, regional and national postal leagues. Also ran club clout and county field shoot.
- Continued the "two nights per week" arrangement for indoor shooting across whole of the Autumn and Winter season with no sessional charges. Had an approximate average of 15 archers per session over the season.
- Continued availability of flood and spotlights for outdoor shooting after sunset.

Provision of Facilities

- Continued to maintain a shooting ground with clubhouse and storage facilities for the club's exclusive use, and to hire an indoor facility two nights per week from October to March.
- Maintained the club facilities to a high standard.
- Provided wheeled target stands to facilitate easier movement of straw bosses.
- Four permanent targets placed on the field to allowing less able bodied archers to use the facilities.

Support for Club Members

- Continued Wednesday evening beginner / improver coaching night for both the outdoors in the summer, and the indoors in the winter, for all members to develop their skills.
- Booking and on-demand coaching for all club members in both indoor and outdoor sessions.
- Started a dedicated Tuesday evening coaching only session for all club members.
- Continued regular juniors-only session on Saturday mornings.
- Competition quality archery equipment is available for new archers to use prior to them getting their own kit.
- The above measures continue to produce encouraging results in terms of the number of new members recruited and remaining active in the club.
- The support we have given has encouraged members to compete outside of the club at higher levels, resulting in club members being selected to shoot for County, Region and Great Britain.

Social Events

- The club holds periodic social events in order to support its friendly and supportive ethos, and to provide opportunities for the families and friends of members to be involved with the club. During the year such events held were, family fun night combined with trophy presentations and barbecue, starlight shoot, Halloween fun shoot, skittles night, Christmas meal and a quiz night.

Section 4 Policy

Clubmark

- The club maintained a standard of management in accordance with its Clubmark accreditation

Reserves and Major Risks

- We rent our outdoor shooting ground on a year to year tenure. We had considered the risk of being served with a notice to quit to be small, but nevertheless recognised that, if it happened, it would be a serious threat to the future of the club. In line with previously agreed policy, the trustees have maintained our **emergency removal contingency fund** and following a review of the potential costs, increased the sum from £30,000 to £40,000 during the report period.
- Our landlords, Old Leamingtonians RFC issued us with a notice to quit the ground by 1st May 2019 as they require the area we shoot on to be used as part of a major redevelopment, in conjunction with Wasps RFC, of their playing facilities. Since that date, the trustees have therefore been identifying and evaluating potential new grounds.
- The Trustees have reviewed the major safety and financial risks facing the club. Archery being a projectile sport carried out on the premises of a major local rugby club, we recognise the importance of ensuring that all risks are identified and assessed, and all necessary control measures taken.
- Pursuant to the above RLSAS have registered all of the Outdoor and Indoor Shooting Ranges with Archery GB as required. All ranges are Archery GB compliant.

Section 5 Signature and Declaration

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

Signed on behalf of the charity's trustees

Signature:



Full name: MARTIN ELLIS

Position: *Chairman*

Date: 7th November 2018

Signature:



Full name: BRIAN TUSTIN

Position: *Membership Secretary*

Date: 7th November 2018

ROYAL LEAMINGTON SPA ARCHERY SOCIETY

Charity Commission Registration Number 1107064

Financial year ended 30 September 2018

SECTION A RECEIPTS AND PAYMENTS ACCOUNTS

Unrestricted Funds

		2017-18	2016-17
SECTION A1	Receipts	£	£
Membership received in the year for current year		8,198	9,469
Membership received in advance for following year		8,007	4,212
Beginners course fees		2,920	3,360
Tournament income		656	603
Gift aid		5,368	3,263
Public events		120	507
Grants		-	-
Members social events		720	601
Equipment hired to members		-	-
Bank Interest		150	
Sundry income		165	3
	Sub total	26,303	22,018
SECTION A2	Asset and Investment sales	-	-
	Total receipts	26,303	22,018
SECTION A3	Payments		
Archery GB affiliation fees		8,255	4,817
Beginners course rebates		650	
Tournament expenditure		206	197
Rent of premises and winter shooting facilities		4,284	3,851
Maintenance of premises and facilities		620	1,110
Purchase of equipment		926	261
Expenses of public events		-	65
Members social events		781	788
Insurance		849	761
Improvements to premises & facilities		-	147
Equipment hire deposits repaid		-	6
Sundry expenses		2,117	1,091
	Sub total	18,688	13,094
SECTION A4	Asset and investment purchases	-	-
	Total payments	18,688	13,094
	Net receipts/(payments)	7,615	8,924
SECTION A6	Cash funds at year start	50,359	41,435
	Net receipts/(payments) for year as above	7,615	8,924
	Cash funds at year end	57,974	50,359

ROYAL LEAMINGTON SPA ARCHERY SOCIETY

Charity Commission Registration Number 1107064

Financial year ended 30 September 2018

SECTION A RECEIPTS AND PAYMENTS ACCOUNTS (Contd)

Restricted & Endowment Funds

	2017-18	2016-17
SECTION A1 Receipts	£	£
Deposits received for loan of equipment to members	-	-
Grants received for equipment	350	2,046
Total receipts	350	2,046
SECTION A3 Payments		
Deposits repaid on return of equipment by members	-	-
Purchase of equipment from grants	350	3,579
Total payments	350	3,579
Net receipts/(payments)	-	- 1,533
SECTION A6 Cash funds at year start	-	1,533
Net receipts/(payments) for year as above	-	- 1,533
Cash funds at year end	-	-

NOTE: Grants have been received specifically for the purchase of equipment to be provided on loan to young members as needed. The money cannot be used other than for this purpose.

Section B - STATEMENT OF ASSETS AND LIABILITIES AT THE YEAR END

Unrestricted Funds

SECTION B1 - Cash funds	30-Sep-18	30-Sep-17
Current account	27,732	50,238
Deposit account	30,150	-
Cash in hand	92	121
Total cash funds	57,974	50,359

Restricted & Endowment Funds

SECTION B1 - Cash funds	30-Sep-18	30-Sep-17
Current account		
Cash in hand	-	-
Total cash funds	-	-

SECTION B2 & B3 - Other monetary and investment assets

NIL

NIL

ROYAL LEAMINGTON SPA ARCHERY SOCIETY

Charity Commission Registration Number 1107064

Financial year ended 30 September 2018

SECTION B4 - Assets retained for the Society's own use

Pavilion

Toilet and storage block

Diesel generator

Solar powered lighting system

Furniture

Steel storage containers x 2

Storage shed

Archery equipment - bows, arrows, targets

Maintenance equipment

Petrol powered electric generator

High Speed digital camera

SECTION B5 - Ongoing liabilities and commitments

Ground rent

Equipment renewals and repairs

Indoor shooting venue hire charges

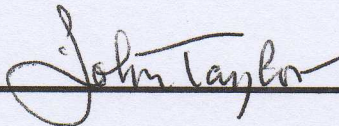
Building maintenance

Signed



Trustee

Signed



Independent examiner

Date of approval

22/10/18

TAYLORS BUTCHERS

Vat Reg No.273 2960 47

F.Inst.M

Family Butcher: Quality Meats

Independent examiner's report to the trustees of the Royal Leamington Spa Archery Society

I report on the accounts of the Royal Leamington Spa Archery Society ("the Society") for the 12 months ending 30th September 2018 which are set out on pages 1 to 3.

Respective responsibilities of trustees and examiner

The Society's trustees are responsible for the preparation of the accounts. The Society'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;
- to follow the procedures laid down in the general directions given by the Charity Commission under Section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Society 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 explanations from you as 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.

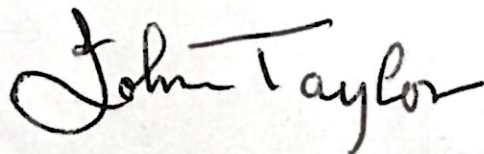
Independent examiner's statement

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

- 1) 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 records and comply with the requirements of the 2011 Act;

have not been met; or

- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



John Taylor MBE F.inst.M

22 10 2018

A Member of The National Federation of Meat & Food Traders

Member of The Worshipful Company of Butchers

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