

Charity Registration No. 1175041

**North Shields Polytechnic Club
Trustees' Report and Unaudited Accounts
for the Eighteen Month Period Ended 31 March 2019**

North Shields Polytechnic Club

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for the Eighteen Month Period Ended 31 March 2019**

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North Shields Polytechnic Club

Legal and Administrative Information

TRUSTEES: John Alexander Sutcliffe (Chair)
Andrew Wade McColl (Treasurer)
Patrick Houghton
Thomas Brannon
Amanda Hall
Christopher Mole
Natasha Newson
Simon Jamison
James Alan Richardson
Emma Jane Quinn
Chris Walker

CHARITY NUMBER: 01175041

PRINCIPAL ADDRESS Churchill Playing Fields, Hartley Avenue, Whitley Bay, NE26 3NS

REGISTERED ADDRESS 36 Grosvenor Drive, Whitley Bay, NE26 2JS

INDEPENDENT EXAMINER SD Slater FCA
RMT Accountants & Business Advisors Ltd
Gosforth Park Avenue
Newcastle Upon Tyne
NE12 8EG

BANKERS Lloyds Bank Plc
257 Whitley Road
Whitley Bay
NE6 2SY

North Shields Polytechnic Club

Trustees' Report

for the Eighteen Month Period Ended 31 March 2019

The trustees present their report and accounts for the eighteen month period from 9 October 2017 to 31 March 2019

Structure, governance and management

The charity was established under its constitution on 9 October 2017 and registered as a charity with the Charity Commission on the same date.

The legal and administrative information on page 1 of this report lists the trustees who currently manage the charity. The trustees who served during the period to which this report relates were:

Amanda Hall
Simon Jamison
Natasha Newson
Christopher Mole
Patrick Houghton
James Alan Richardson
John Alexander Sutcliffe
Thomas Brannon
Clare Swift (resigned 30 April 2019)
Stephen Turner (resigned 8 January 2019)
Peter Atkinson (resigned 31 December 2018)
Paul Murphy (resigned 15 October 2018)

Trustees are appointed by either by agreement of the existing board of trustees, or by the members of the CIO in accordance with its constitution.

As part of the induction process, all trustees are provided with a copy of the CIO's constitution and the Charity Commission guidance CC3 – 'the essential trustee'. Copies of the CIO's latest annual report and financial statements will also be made available to all trustees.

The Charity and its property are managed and administered by a board of trustees, which can have between three and twelve members.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks

Objectives and activities

The charity's objects are to promote community participation in healthy recreation for the public benefit by the provision of facilities for athletics in North Tyneside and the surrounding area, and by encouraging participation in athletics.

North Shields Polytechnic Club was established and registered on 9 October 2017, in order to transfer responsibility for the operation of North Shields Polytechnic AC from an unincorporated association governed by a committee, to a new CIO governed by a board of trustees.

The CIO was incorporated in advance of it taking over any responsibilities from North Shields Polytechnic AC, with a view to ensuring that arrangements for the transfer of assets, property, information and other know how were properly considered and evaluated by the CIO's trustees. In preparation for this handover, the trustees worked closely with several of the members of the committee responsible for the governance of the (unincorporated) North Shields Polytechnic AC.

North Shields Polytechnic Club

Trustees' Report (Continued)

for the Eighteen Month Period Ended 31 March 2019

Objectives and activities (continued)

The work carried out by the Club in preparation for the handover to the CIO has included:

- The creation of a new governance structure for the Club, with the formation of a number of new specialist sub-committees, each with delegated responsibility for carrying out activities within their own area of expertise, such as athletics and coaching, finance and fundraising, communications, and events management.
- A drive to significantly increase the number of members volunteering at the Club, and accordingly increase our capacity to grow, and to further promote participation in athletics amongst the residents of North Tyneside and beyond.
- A review of the policies and procedures which help govern the operation of the club, to ensure that they remain fit for purpose, and easily accessible to the membership.
- Giving detailed consideration to ways in which we may be able to better serve the existing membership, and to improve the way in which we make use of the facilities available to the Club. This has included the appointment of a dedicated clubhouse manager, reviewing the club shop's offer and operations, and negotiating on the grant of a new lease of the Clubhouse premises to the CIO.

In exercising their powers and duties, and in pursuing and carrying out the club's objects and activities, the Trustees have complied with the duty at s17(5) of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

Achievements and performance

- The Club successfully organised and held its three regular local road races – the Clive Cookson 10k, the Xmas Pudding Run, and the Run for Bob (now the North Tyneside Trail 12k). The events generate a significant proportion of the Club's annual income, and the Xmas Pudding Run in particular helped the Club to raise its profile in the region, and promoted engagement with the community and other local organisations and businesses.
- The Club was able to recruit and retain popular new junior coaches, which enabled a foundation athletics group to continue to run, and to offer an additional session of coaching to junior members.
- The Club launched an e-mail and social media appeal for new potential volunteers and coaches, and enabled a number of its regular volunteers to achieve coaching qualifications, and go on to lead and support their own training groups.
- The Club's triathlon section continued to expand both its number of members and coaches.
- The Club made a successful bid for a community foundation grant, to help fund the costs of training courses for three coaching assistants

The Club's athletes regularly competed in Cross Country, Track and Field, Road Running, Fell Running and Multi Sport (Triathlon) events at a local, regional and national level. Some of the Club's fantastically successful Masters athletes also represented their country at European and World Level.

North Shields Polytechnic Club

Trustees' Report (Continued)

for the Eighteen Month Period Ended 31 March 2019

Financial Review

The receipts and payments account on page 6 shows a surplus of receipts over payments of £23,585 for the Eighteen Month Period ended 31 March 2019.

Prior to incorporation, the organisation was operating with a small surplus of income. The principal income for the club was membership fees with other sources being income from club sponsored events and rental income from other clubhouse users.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a minimum level of six months' operating expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the Period.

Unrestricted Funds - General Reserves

The Club's general reserves are at the discretion of the Trustees and represent funds available for future use on capital projects or to fund the ongoing activities of the Club as needed. It is the club's policy to hold sufficient general reserves to meet 6 months' operating expenditure which is currently estimated at £15,000.

Unrestricted Funds - Designated Reserve

The designated (or forward funding) reserve is a reserve set aside to meet any major or capital expenditure of the Club which may be incurred in future periods. Such expenditure is of a non-recurrent nature and is not intended to be used to cover the ongoing activities of the Club. Example expenditure includes contributions towards relaying the running track, club house refurbishment and track floodlights.

Restricted Funds

Restricted funds are funds received which are to be used for a specific purpose, usually a condition of the donor.

On behalf of the board of trustees



Mr Patrick Houghton

Trustee

Dated 30/01/2020

North Shields Polytechnic Club

Independent Examiner's Report to the Trustees of North Shields Polytechnic Club

I report to the Trustees on my examination of the financial statements of North Shields Polytechnic Club (the charity) for the year ended 31 March 2019.

Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

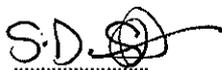
I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records.

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



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Stephen Slater (FCA)
RMT Accountants & Business Advisors Ltd
Gosforth Park Avenue
Newcastle upon Tyne
NE12 8EG

Dated: 30/1/2020

North Shields Polytechnic Club

Receipts and Payments Account

for the Eighteen Month Period Ended 31 March 2019

	Restricted	Unrestricted Funds		Total
	Funds	General	Designated	2019
	£	£	£	£
Receipts				
Subscriptions		32,487		32,487
Fundraising & donations	555	1,172		1,727
Cookson Cup		5,800		5,800
Run for Bob		2,069		2,069
Pudding run		8,353		8,353
Other events		1,275		1,275
Income from hire of club facilities		5,420		5,420
Income from Tri Swim Sessions		3,936		3,936
Prize and presentation income		1,580		1,580
Clothing sales		6,413		6,413
Travel contributions		980		980
Other income		614		614
Interest received			124	124
Total receipts	555	70,099	124	70,778
Payments				
Clubhouse, Maintenance and supplies		7,741		7,741
Gas, Electricity and telephone expenses		3,149		3,149
Insurance		1,708		1,708
Website		435		435
Licences and fees		11,521		11,521
Cookson Cup costs		2,542		2,542
Run for Bob Costs		370		370
Pudding run costs		4,977		4,977
Other event costs & race entries		4,205		4,205
Tri Swim Costs		2,830		2,830
Coaching Costs		1,466		1,466
Prize and presentation costs		2,698		2,698
Clothing stock purchases		1,871		1,871
Travel Expenses		1,680		1,680
Donations made		0		0
Total payments	0	47,193	0	47,193
Net receipts (payments)	555	22,906	124	23,585
Opening balance on incorporation	0	18,710	29,281	47,991
Transfer between funds	0	(26,616)	26,616	0
Funds this year end	555	15,000	56,021	71,576

North Shields Polytechnic Club
Statement of Assets and Liabilities
for the Eighteen Month Period Ended 31 March 2019

	Restricted Funds £	Unrestricted Funds General £	Designated £	Total
Cash Funds				
Cash at bank	555	15,000	26,616	42,171
Deposit account			23,303	23,303
Savings account			6,102	6,102
	<u>555</u>	<u>15,000</u>	<u>56,021</u>	<u>71,576</u>
Other Monetary Assets				
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Investment Assets				
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Assets retained for the charity's own use				
Premises		23,557		23,557
Stock		3,072		3,072
	<u>0</u>	<u>26,630</u>	<u>0</u>	<u>26,630</u>
Liabilities				
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>