

**THE BROOMIEKNOWE GOLF CLUB LIMITED**

(By Guarantee)

Company Number 029688 (Scotland)

Registered Office:

36 Golf Course Road, Bonnyrigg, Midlothian

**Annual Report  
and Financial Statements**

**FOR THE 15 MONTH PERIOD ENDED 31 MARCH 2011**

**Captain** W T Renton

**Vice Captain** Mrs S Tait

**Hon Secretary** R H Beattie

**Hon Treasurer** S R Bruce

**House Committee**

S Renwick (Convenor)  
P Castle  
Mrs C Henderson  
Mrs S Tait  
R Hendry

**Greens Committee**

T D Forrest (Convenor)  
W T Renton  
Mrs S Tait  
Ms W Nicholson  
S MacKinnon

**Fixtures Committee**

A McIntosh (Convenor)  
P Castle  
R Fisher  
S MacKinnon

**Match Secretary** K Hastings / S Porter

**THE FIFTY-NINTH ANNUAL GENERAL MEETING of the Club will be held in the Clubhouse on Thursday 14 July 2011 at 8.00pm.**

**AGENDA**

- 1 Notice of Meeting
- 2 Minutes of the Fifty-Eighth Annual General Meeting held on 1 April 2010
- 3 Minutes of the Extraordinary General Meeting held on 28 March 2011
- 4 Captain's Report (appended)
- 5 Accounts for the 15 month period ended 31 March 2011
- 6 To consider and vote on the Council's proposals to amend the Club's Articles of Association
  - Article 3 – to extend the age limit from 21 to 24 (See separate sheet for detail of the proposed amendment)
  - Article 4a – to amend the percentage of the Members' Annual Subscription to be paid by Junior Members (See separate sheet for detail of the proposed amendment)
  - Article 4f – to amend the conditions relating to qualification for Golden Members (See separate sheet for detail of the proposed amendment)
- 7 Election of Captain and Officials
- 8 Election of Council
- 9 Appointment of Auditors
- 10 AOCB

R H Beattie  
Hon Secretary  
23 June 2011

TUESDAY



\*SSUHKVY8\*  
SCT 19/07/2011 353  
COMPANIES HOUSE

**Report of the Directors**

The directors present their report and accounts for the 15 month period ended 31 March 2011.

**Principal Activity**

The company's principal activity continues to be the operation of a members golf club. The company is limited by guarantee and any references to the club in this report refer to the company.

**Captain's Report – Walter Renton**

The past 15 months have been challenging for the club and I must thank council and all the staff for their considerable contributions during this period. We continue to have a shortfall in membership and budgets have had to be trimmed but at the same time when there is increased competition for new members it has been important to maintain the clubhouse and course at a level which attracts new golfing and social members. The 15 month period also included a proportionally higher number of autumn and winter months with snow on the ground for almost a third of the time. During this period the income for the clubhouse was at an all time low.

Being mindful of the state of members' finances over the past few years council have not increased fees for the last 2/3 years and we now are amongst the lowest in the area. Unfortunately this cannot continue and an increase, hopefully at an affordable level, will have to be made next year. We continue to attract a steady trickle of new members but the absence of joining fees in other clubs in the area can be an attraction to our members who have complete freedom to move with no financial penalties should they return to Broomieknowe in the future.

We have, in line with decisions taken by previous councils, resisted the option to remove the one-off joining fee, currently £500, in deference to the fact that this is regarded as members 'share' contributions, but new members can now opt to pay this fee over 2 years.

**Office Bearers**

The amount of work undertaken annually by Rob Beattie and Stuart Bruce is ordinarily considerable. This past year has been a particularly busy year for both given the change to the new accounting period, diminishing income and the amount of legal and administrative references throughout the year. Sue Tait has been a very supportive and positive Vice Captain keeping issues on track and chasing up outstanding items. She has also proved to be a positive and constructive influence in liaison with the ladies committee.

**Clubhouse**

House Convenor Stewart Renwick not only looks after the house but maintains the web site and assists in the office particularly when his IT expertise or holiday cover is required. The long overdue fire and electrical surveys have been carried out and all category 1 risk issues have been addressed as a priority. The clubhouse has also been refurbished as this proves to attract an increasing number of social members. At this stage it is planned to replace the carpet in the lounge in the coming year and introduce an improved sound system for public address and the TV which will include a system to assist the hard of hearing.

**Greens**

Following 2 years of surpluses on the balance sheet, past Captain Jim Donaldson reported that following the achievement of satisfactory levels of reserves it was necessary to look at replacing the irrigation system in staged phases. 2 of the 3 stages have now been completed and the 3<sup>rd</sup> will be undertaken as soon as finance permits. It is necessary to invest in the course as this features highly in the reasons for joining the golf club and it is important that the high level expected is attained. My thanks go to Convenor Tom Forrest and to Course manager Hamish Brough and his staff for their work on the course. It is notable that the Lothians Golf Association who held the match play stages of their championship at the course in May praised the quality of the course and its presentation particularly given the adverse weather earlier in the year.

**Report of the Directors (Continued)****Fixtures**

I am grateful to Alan McIntosh, Lesley Moncrieff and their teams for the administration and organisation of the many competitions. This is a very time consuming task and we are looking at combining the ladies and gents systems together when we move to the next upgrade of the fixtures system.

**Juniors And Clubgolf**

Until very recently Alan McIntosh used the rest of his spare time to organise the Junior section but has passed the reins to David Fairbairn (who also holds the post of President of the Edinburgh Junior Golf League). Alan and David have for as many years as I can recall given service to the club in various ways. I'm confident that the Juniors could not be in better hands but another pair of hands would make life a little less busy for David – so if you are interested ..... By way of encouragement it may be the way to that elusive 'hole-in-one' which David achieved this year in the Club Championships!!!!

Clubgolf is designed to introduce primary school children to golf and has become so successful that Geoff and Ellice Cackett who organise this for the club had to turn away kids this year. They are ably assisted by coaches Yvonne Dickson and Gillian Carter with help from Les Wight, Hannah Scott and Anne Bowden. Their 1<sup>st</sup> intake are now in their 3<sup>rd</sup> year of coaching.

Council are grateful to all for this commitment. I will take also this opportunity to thank members for their understanding each Monday and Wednesday in Spring and summer when the 2<sup>nd</sup> and 3<sup>rd</sup> years get out on the course for some real golf.

**Club Teams & Representation**

I did not find a lot of time to watch the club teams over the past 15 months but I am grateful to Scott Porter, Sandra Hennessy and Sue Dunlop for their efforts. Special congratulations to David Gardner for selection at National level and Katie McIntosh, Wendy Nicholson and Hannah Scott at County level. Also to Katie who won the Scottish Junior Champion of Champions event.

There is a very successful seniors section run by Ian Armstrong, Tom Millar and Alistair Ritchie which plays on Tuesdays and Thursdays and in the South Edinburgh District Seniors Golf league. Finally my thanks to all the team players who turn out for the club throughout the year.

**Ladies Section**

It would be remiss of me not to recognise the work done by the Ladies Committee in the organisation of their golf fixtures and fundraising. Gillian Carter and her immediate predecessor Anne Bowden and their teams have provided support and comment on issues affecting them such as the fixtures calendar. I am grateful to them for this.

**The House Team**

We are very well served by Robert Thompson in the office, Kevin Armitage and staff behind the bar, Steven Dryburgh and staff in the kitchen and by Danny Munro and Graeme Thomson on their grounds /maintenance and course ranger duties.

**Professional**

Mark Patchett has once again given invaluable support in the running of competitions and in arranging bookings for guests and visiting parties. For these and all the other tasks he willingly carries out for the Club we are grateful.

**Charitable Giving**

The number of applications for donations to charities has steadily increased for some time now and it has not been unusual for a large number of applications to be debated at length and council have now firmed up on what has been the usual practice in the last few years. This is that we donate rounds of golf to charities from Midlothian which forms the largest part of the club's catchment area.

This year we have donated golf rounds to the value of just under £4,000 to local charities. We also support Macmillan through offering them facilities at the 10<sup>th</sup> tee for 3 events throughout the year.

**Report of the Directors (Continued)****Bereavements**

It is with sadness I record the deaths of Mr T Naysmith, Mr G Bee, Mr J Porter, Mr D Dickie, Mrs J Williamson, Mr G Watson & Mr J I Redwood.

The directors who served during the period and details of attendance at Council meetings are set out below.

<b>Name</b>	<b>Actual</b>	<b>Possible</b>
Beattie Mr R	12	13
Bruce Mr S	13	13
Castle Mr P	8	13
Fisher Mr R	11	13
Forrest Mr T	7	13
Hastings Mr K	3	12
Henderson Mrs C	7	13
Hendry Mr R	10	13
MacKinnon Mr S	12	13
McIntosh Mr A	12	13
Nicholson Ms W	8	13
Renton Mr W	11	13
Renwick Mr S	10	13
Tait Mrs S	12	13

**Membership Roll Comparison**

<b>Category</b>	<b>31 Dec 2009</b>	<b>31 Dec 2010</b>	<b>31 March 2011</b>
Gent Full	474	472	451
Lady Full	71	69	68
Gent - Senior	99	94	101
Lady - Senior	26	24	25
Gent - Ages 18-21	20	12	13
Gent - Junior	78	65	57
Lady - Junior	7	6	6
Golden Members	5	5	7
Honorary Members	8	8	8
Country Members	18	16	15
'Suspended' Members	7	35	35
Social Members - Gent	109	111	114
Social Members - Lady	39	51	50
<b>TOTAL</b>	<b>961</b>	<b>968</b>	<b>950</b>

**Report of the Directors (Continued)****Statement of Directors Responsibilities**

The directors are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements, the directors are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgments and estimates that are reasonable and prudent;
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business;

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Statement of Disclosure of Information to Auditors**

In the case of each of the persons who are directors at the time when the directors report is approved:

- so far as the director is aware, there is no relevant audit information, information needed by the company's auditors in connection with preparing their report of which the company's auditors are unaware, and
- each director has taken all the steps that he ought to have taken as a director in order to make himself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

**Auditors**

The auditors, James Anderson & Co C.A will be proposed for reappointment in accordance with S485 of the Companies Act 2006.

**Small Company Rules**

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within part 15 of the Companies Act 2006. It was approved by the board on 23 June 2011 and signed by order of the board.



**R H Beattie**  
**Honorary Secretary**

We have audited the financial statements of Broomieknowe Golf Club Limited for the 15 month period ended 31 March 2011 on pages 7 to 11. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the company's members, as a body, in accordance with section 495 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters that we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, or the opinions we have formed.

#### **Respective responsibilities of directors and auditors**

As explained more fully in the directors' responsibilities statement set out on page 4, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board (APB'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 company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Directors' Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

#### **Opinion on financial statements**

In our opinion the financial statements:

- Give a true and fair view of the state of the company's affairs as at 31 March 2011 and of its deficit for the period then ended;
- Have been properly prepared in accordance with United Kingdom Generally Accepted 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 our opinion the information given in the Directors' Report for the financial period for which the financial statements are prepared is consistent with the financial statements.

Cont.....

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- Adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- The financial statements are not in agreement with the accounting records or returns; or
- Certain disclosures of directors' remuneration specified by law are not made; or
- We have not received all the information and explanations we require for our audit; or
- The directors were not entitled to prepare the financial statements and the directors' report in accordance with the small companies regime.

*James Anderson & Co.*

Christopher Spalding (Senior Statutory Auditor) for and behalf of  
James Anderson & Co  
Accountants and Statutory Auditors  
Pentland Estate  
STRAITON  
Edinburgh  
EH20 9QH

23 June 2011

**Income and Expenditure Account**  
**For the 15 Month Period ended 31 March 2011**

	Notes	2011 £	Year 2009 £
<b>Turnover</b>	1	695,641	611,069
Operating expenditure		<u>657,921</u>	<u>539,700</u>
		37,720	71,369
Administrative expenses		<u>71,167</u>	<u>56,095</u>
		( 33,447)	15,274
Other operating income		<u>12,135</u>	<u>10,157</u>
<b>Operating (Deficit)/Surplus</b>	2	( 21,312)	25,431
Bank interest received		<u>1,491</u>	<u>6,116</u>
<b>(Deficit)/Surplus before Taxation</b>		( 19,821)	31,547
Corporation tax	3	<u>1,803</u>	<u>2,480</u>
<b>(Deficit)/Surplus for the Year</b>	8	<u>( 21,624)</u>	<u>29,067</u>



**Balance Sheet  
As at 31 March 2011**

	Notes	2011 £	31 Dec 2009 £
<b>Fixed Assets</b>			
Tangible assets	4	<u>479,790</u>	<u>428,756</u>
<b>Current Assets</b>			
Stock	5	5,973	6,637
Debtors	6	3,899	12,652
Cash at bank & in hand		<u>195,721</u>	<u>251,600</u>
		<u>205,593</u>	<u>270,889</u>
<b>Creditors</b>			
Amounts falling due within one year	7	<u>133,802</u>	<u>124,480</u>
<b>Net Current Assets</b>		<u>71,791</u>	<u>146,409</u>
<b>Total Assets less Current Liabilities</b>		551,581	575,165
<b>Deferred Income</b>			
Entry fee deposits		<u>910</u>	<u>2,870</u>
<b>Net Assets</b>		<u>550,671</u>	<u>572,295</u>
<b>Capital and Reserves</b>			
Revenue reserve	8	<u>550,671</u>	<u>572,295</u>

The accounts on pages 7 to 11 which have been prepared in accordance with the special provisions relating to the small companies regime within part 15 of the Companies Act 2006 were approved by the board on 23 June 2011 and signed on its behalf.



**W T Renton    Captain**

**Notes to the Financial Statements**  
**For the 15 Month Period ended 31 March 2011**

**1. Accounting Policies**

**Basis of Accounting**

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standards for Smaller Entities (effective April 2008).

**Turnover**

Turnover represents the gross income of the Club exclusive of value added tax.

**Tangible Fixed Assets & Depreciation**

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of each asset less their estimated residual value evenly over its expected useful life as follows:

Land	Nil
Freehold buildings	50 years
Clubhouse furnishings	5 – 10 years
Course equipment	7 years
Irrigation system	15 years

**Stocks**

Stocks are stated at the lower of cost and net realisable value.

**Pension Scheme**

The Club operates a money purchase defined contribution pension scheme. Contributions are charged to the income and expenditure account as they become payable.

**Leasing**

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

	<b>15 months</b>	<b>Year</b>
	<b>2011</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
<b>2. Operating (deficit) / surplus</b>		
This is stated after charging / (crediting):		
Operating lease rentals	49,432	40,674
Auditor's remuneration	3,000	2,850
Depreciation of owned assets	30,111	25,103
Gain on disposal of equipment	( 2,501)	-
Honoraria	2,000	2,000
Pension costs	9,013	7,555
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Notes to the Financial Statements  
For the 15 Month Period ended 31 March 2011 (Continued)

3. Taxation	15 months 2011 £	Year 2009 £
UK Corporation tax	1,803	2,480

4. Tangible Fixed Assets

	Freehold Land & Buildings £	Clubhouse Furnishings £	Course Equipment £	Total £
<b>Cost</b>				
At 1 January 2010	429,932	213,549	271,002	914,483
Additions	-	24,539	56,606	81,145
Disposals	-	-	( 13,800)	( 13,800)
At 31 March 2011	429,932	238,088	313,808	981,828
<b>Depreciation</b>				
At 1 January 2010	112,858	173,908	198,961	485,727
Charge for the year	7,250	9,396	13,465	30,111
Written back on disposals	-	-	( 13,800)	( 13,800)
At 31 March 2011	120,108	183,304	198,626	502,038
<b>Net Book Value</b>				
At 31 March 2011	309,824	54,784	115,182	479,790
At 31 December 2009	317,074	39,641	72,041	428,756

	2011 £	31 Dec 2009 £
<b>5. Stock</b>		
Bar	5,568	6,182
Badges & ties	405	455
	5,973	6,637

**Notes to the Financial Statements**  
**For the 15 Month Period ended 31 March 2011 (Continued)**

	2011	31 Dec
	£	2009
		£
<b>6. Debtors</b>		
Prepayments and accrued income	3,899	8,320
Other debtors	-	4,332
	<u>3,899</u>	<u>12,652</u>
<b>7. Creditors</b>		
Trade creditors	17,356	16,434
Other taxes & social security costs	823	-
Other creditors & accruals	11,186	16,132
Corporation tax	1,803	2,480
Subscriptions received in advance	102,634	89,434
	<u>133,802</u>	<u>124,480</u>
<b>8. Movement on Reserves</b>		£
At 1 January 2010		572,295
Deficit for the period		<u>( 21,624)</u>
At 31 March 2011		<u>550,671</u>
<b>9. Pension Commitments</b>		
The company operates a defined contribution pension scheme. The assets of the scheme are held separately in an independently administered fund.		
<b>10. Operating Lease Commitments</b>		
At 31 March 2011 the company had annual commitments under non-cancellable operating leases as follows:		
Expiry date:	2011	2009
	£	£
Less than one year	-	7,524
One to two years	2,254	7,694
Two to five years	-	2,254
Five to ten years	27,005	-
	<u>27,005</u>	<u>20,472</u>

**11. Non – Audit Services**

In common with other entities our size and nature, we also use our auditors to prepare tax returns and to assist with the preparation of financial statements.