

BROOMIEKNOWE GOLF CLUB LIMITED

(By Guarantee)
Company Number 029688 (Scotland)

Registered Office:
36 Golf Course Road, Bonnyrigg, Midlothian

Annual Report and Accounts

FOR THE YEAR ENDED 31 DECEMBER 2004

Captain

D W Kirkwood

Vice Captain

R T Watson

Hon Secretary

J D Fisher

Hon Treasurer

A Mercer

Greens Convener

W I Turnbull

House Convener

J G White
S Beck
A Milliken (Entertainment)

Fixtures Convener

W Renton
P Sim
K Wilson
A Bradley (Match Secretary)

Junior Convener

D Fairbairn

THE FIFTY-THIRD ANNUAL GENERAL MEETING of the Club will be held in the Clubhouse on Thursday 7 April 2005 at 8.00pm.

AGENDA

- 1 Notice of Meeting
- 2 Minute of the Fifty-second Annual General Meeting held on 1 April 2004.
- 3 Minute of Extra-ordinary General Meeting held on 11 November 2004
- 4 Report of Council (appended)
- 5 Accounts for the year to 31 December 2004
- 6 Voting rights for Veteran male members at general meetings
- 7 Council having authority to increase subscriptions in line with inflation without calling an EGM
- 8 To elect a Fixtures Convener as an Office Bearer
- 9 Election of Captain and Officials
- 10 Election of Council
- 11 Appointment of Auditors
- 12 AOCB

J D Fisher
Hon Secretary
Bonnyrigg
1 March 2005



Report of the Directors

The directors present their report and accounts for the year ended 31 December 2004.

Captain's Report

During the year we have had significant items of expenditure:

- The replacement of the irrigation system in the bottom field.
- Installation of improved security cameras and the new swipe card entry system
- Replacement of kitchen equipment and an update of the gas supply system to meet Health and Safety requirements.

Other than the work in the kitchen, this expenditure was set off against the remaining Gala money and the funds received from the sale of the land on the far side of the A7.

As you will see from the House report, we have lost John and Lorraine to Moortown in Yorkshire. I was very pleased that so many of our members made a special effort to wish them well in their new post. I am particularly pleased that the golf course has been receiving much praise from members and visitors alike. Hamish Brough and his staff have the course in such fine order; I cannot remember Broomieknowe greens so good for so long a period. Hamish has set very high standards this year which augurs well for the Centenary golfing celebrations coming up in 2006. The Greens Committee, ably led by Ian Turnbull, has met on many occasions throughout the year and I take this opportunity of thanking Ian for his dedication. The House Committee with John White as Convener has had a fairly difficult time owing to the departure of the Stewardess and Chef but thanks to John and his team, we have enjoyed excellent functions throughout the year. John retires by rotation and I thank him for his endeavours on behalf of the Club.

The golfing season was enjoyed by more members than ever before. The competitions were very popular and our Fixture Committee spent many hours on your behalf organising our enjoyment. Walter Renton and his team have my sincere thanks for a job well done.

David Fairbairn, our Junior Convener, is to be congratulated on being re-elected as President of the Edinburgh Junior Golf League. David has been a great motivator to our Junior members and continues to be a sort of father figure to many of the boys under his care. Thanks David, great stuff, please keep up the good work.

The Centenary of the Club has now arrived although nothing much will happen until November this year when the celebrations start in earnest. My thanks are due to a very hard working committee. You will already have received the brochure which provides some information together with a potted history of the Club. Soon to follow is the Centenary book which is almost finished and will be issued to every member this year. Our thanks to Philip Knowles, the author and his able assistants. Sponsorship has been provided by many companies and individuals and the Club is very grateful for their support.

It is my sad duty to record the passing of Mrs I McLennan, Mr M Pinkman and Mr S Steel.

In closing this report I take the opportunity to thank the members and staff for their support during the year and in particular your Council who have performed their various duties diligently throughout the year.

A special thanks to David Fairbairn, Walter Renton and John White who retire by rotation. All three have served the Club for more years than I care to remember.

Report of the Directors

House Report

In my last year on Council I have had the pleasure of being House Convener for the second time. The clubhouse has been well used and the functions have been well attended. In August we were all disappointed that John and Lorraine left us to join Moortown Golf Club near Leeds. I/we would like to thank them for a job well done during their time with us. October saw us appoint Mark Swan and Gail Wilson and we wish them all the best. I would like to thank my House Committee, Stuart Beck, Alan Bradley and Gus Milliken for their guidance and help during the year. I would also like to thank all staff for their support and hard work during the year.

Finally, I would like to wish my successor all the best as it will be a busy year with Centenary events taking place.

Match Secretary's Report

The Applecross Edinburgh Summer Golf League AGM was held on 10 November 2004 with Broomieknowe Golf Club being drawn in Division 2 with West Linton, Newbattle, Lothianburn, Merchants of Edinburgh and Prestonfield. Broomieknowe's improvement in recent years resulted in a first place finish in Division 2 in 2004. Unfortunately, we were narrowly defeated in the semi-finals by Kingsknowe who went on to win the final. My thanks to all the team members for their enthusiasm and dedication.

The 2004/5 Winter League came to an exciting climax with Broomieknowe again coming close to winning the League.

I would like to thank the Captain and the members for their combined interest and support.

Fixtures' Report

As I approach the end of my 3rd year on Fixtures I acknowledge the work put into this area by previous Fixtures Convenors and their teams and by my own team over the period. It is also worth noting the increased contribution by our professional Mark Patchett during the competition days; by the seniors throughout the year in assistance with the various open competitions and by the rest of council during the Championship Week. This form of acknowledgement usually ends a report but I start with this quite deliberately as without the efforts of all of the aforementioned we would not accommodate the number of players, competitions, handicap maintenance, results production in the timescales and with the degree of expertise which is required.

The 2004 competition year started with Messrs Colin Renton and Colin McNeill winning the Winter Foursomes. Spring, Summer and Autumn Meetings were won by Steven Barclay, Tom Millar and John Duthie respectively and Kevin Hastings and Alan Bissett each lifted a Millennium Rosebowl for the best Scratch and Handicap performances respectively over the season. For the second year running the senior's open was won by a member, David Fairbairn. The Championship week was again a success with a new name on the Champions board that of Scott Reid. Graham Smith won the 'B' class, Ian MacDougall the 'C' class and the senior champion was David Williams.

The next stage in fixtures development is to move to a system which utilises membership cards and which, if set up properly, has the potential to reduce the preparatory work for the Fixtures team considerably. It will also require members to read and understand what is required of them - for example in relation to call-offs, changing playing times etc. The long term objective is that the day-to-day management of the system should move to a club employee such as the professional and it will be important to ensure that the system is fair, equitable and impartial so that that person is not placed in an invidious position. We need to develop a system which is much less labour intensive, addresses those problems such as **no-shows** and **late call-offs** and **slow play** which are a blight on competitions - particularly given the increase in the numbers of playing members.

Report of the Directors

Fixtures' Report (Continued)

Finally I would like to thank all the members who have made fixtures such a satisfying task by reading the notices, entering competitions and not withdrawing because they weren't playing with their 'mate', playing the course at a reasonable pace, playing ties on time, putting their cards into the computer, etc. All the very best for the season ahead.

Junior Report

The Junior Section had a good year with a fair amount of members playing in the competitions and a few of them reduced their handicaps. However, I would like to see more juniors playing golf.

The Junior Open went very well on the day but the number of entries wasn't as good as we would have liked. S Tully of Duddingston won the Scratch and our own Jamie McIntosh won the Handicap. My thanks to Past Captain Harry Anderson, George Finlay and Peter Sim for their help during the day.

Craig Smith who defeated Andrew Wynne in the final won the Junior Championship.

We played in the Edinburgh Junior League but unfortunately we didn't reach the knockout stages. Harburn won the League beating Prestonfield in the final.

I am grateful to Gordon Watson for supplying the team with jerseys.

Once again, we had a putting course in the Bonnyrigg Fun Day and it helped make the event enjoyable for the community.

Coaching will be available to all juniors with Mark Patchett again this year. I would like to thank Mark for his help this year.

Greens Report

The golf course was again in good order and presented to a high standard, even with the high rainfall. Hamish and staff can take much credit for this achievement.

The greens have responded well to the spring and summer programme, highlighting more aeration, on-going thatch removal and increased top dressing with the main part of the programme being done in July. The results were encouraging with smooth surfaces for most of the season. We will be continuing with this programme during 2005.

The fairways were good all season with the biggest plus being the improvement in the 9th fairway which responded well to the extensive preparatory work.

The green approaches gave some concern, resulting from a build-up of thatch which leads to poor surface drainage and underfoot softness. The most acute area of thatch was the front of the 8th green which was reurfed as part of the Winter Programme. The other green approaches have had increased aeration and scarification. This will continue throughout 2005.

The tees were in good condition all season, apart from the back tee at 7th hole which had a thatch problem. This was reurfed as part of the Winter Programme. The new tee at the 1st hole was not the success we hoped for. This tee will be top priority for the green staff during 2005.

The Winter Programme has focused on rebuilding five bunkers, extensive aeration to golf course and a big tree and hedge trimming operation.

In conclusion, the biggest problem at Broomieknowe Golf Club is pitch marks on greens. Regrettably, this is a members' "self inflicted" problem. The remedy is in our own hands. Please repair any pitch marks seen on greens. The resultant improvement would be to the benefit of all.

Report of the Directors (Continued)**Members of Council – Attendance**

	Actual	Possible
Mr N A Smith	3	3
Mr R Johnstone	3	3
Mr S Bruce	3	3
Mr D Crichton	2	3
Mr D Kirkwood	11	11
Mr R Watson	8	8
Mr J Fisher	10	11
Mr A Mercer	11	11
Mr W I Turnbull	10	11
Mr W Renton	9	11
Mr J White	9	11
Mr D Fairbairn	10	11
Mr A Bradley	9	11
Mr A Milliken	11	11
Mr R Fisher	5	5
Mr S Beck	8	8
Mr P Sim	7	8
Mr K Wilson	7	8

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

Company law requires the directors to prepare accounts for each financial year which 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 those accounts 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the accounts comply with the Companies Act 1985. 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.

Auditors

The auditors, James Anderson & Co C.A. have indicated their willingness to continue in office and a resolution proposing their re-appointment will be put to the Annual General Meeting.

Small Company Exemptions

The directors have taken advantage of the exemptions conferred by Part VII of the Companies Act 1985 relating to small companies.

By Order of the Board

J D Fisher

Honorary Secretary

29 March 2005

We have audited the accounts of Broomieknowe Golf Club Limited for the year ended 31 December 2004 on pages 8 to 12. These accounts have been prepared in accordance with the *Financial Reporting Standard for Smaller Entities under the historical cost convention and the accounting policies set out on page 10.*

This report is made solely to the company's members, as a body, in accordance with section 235 of the Companies Act 1985. 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 auditors' 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 described in the Statement of Directors' responsibilities the company's directors are responsible for the preparation of the accounts in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the accounts in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the accounts give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Directors' Report is not consistent with the accounts, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and transactions with the company is not disclosed.

We read the Directors' Report and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of Audit Opinion

We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination on a test basis of evidence relevant to the amounts and disclosures in the accounts. It also includes an assessment of the significant estimates and judgments made by the directors in the preparation of the accounts, and whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the accounts.

Opinion.....(continued)

Opinion continued/...

Opinion

In our opinion, the accounts give a true and fair view of the state of the company's affairs at 31 December 2004 and of its deficit for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

James Anderson & Co

James Anderson & Co
Chartered Accountants
Pentland Estate
LOANHEAD
EH20 9QH

Registered Auditors

29 March 2005

**Income and Expenditure Account
For the Year ended 31 December 2004**

	Notes	2004 £	2003 £
Turnover	2	505,327	497,826
Operating expenditure		<u>477,062</u>	<u>442,694</u>
		28,265	55,132
Administrative expenses		<u>67,832</u>	<u>58,480</u>
		(39,567)	(3,348)
Other operating income		<u>7,738</u>	<u>8,044</u>
Operating (Deficit) / Surplus	3	(31,829)	4,696
Gain on property disposal		<u>-</u>	<u>27,741</u>
		(31,829)	32,437
Bank interest received		<u>9,432</u>	<u>11,400</u>
(Deficit) / Surplus before Taxation		(22,397)	43,837
Corporation tax	4	<u>1,552</u>	<u>1,520</u>
(Deficit) / Surplus for the Year	8	<u>(23,949)</u>	<u>42,317</u>

Balance Sheet
As at 31 December 2004

	Notes	2004 £	2003 £
Fixed Assets			
Tangible assets	5	451,334	425,104
Investments	6	-	85,467
		<u>451,334</u>	<u>510,571</u>
Current Assets			
Stock	7	6,633	5,963
Debtors		15,899	15,831
Cash at bank & in hand		247,918	189,763
		<u>270,450</u>	<u>211,557</u>
Creditors due within one year			
Trade creditors		30,571	22,221
Other taxes & social security costs		5,022	2,326
Other creditors & accruals		2,340	2,540
Corporation tax		1,552	1,956
Subscriptions received in advance		92,796	80,167
		<u>132,281</u>	<u>109,210</u>
Net Current Assets		<u>138,169</u>	<u>102,347</u>
Total Assets less Current Liabilities		<u>589,503</u>	<u>612,918</u>
Deferred Income			
Entry fee deposits		<u>12,404</u>	<u>11,870</u>
Total Assets less Current Liabilities		<u>577,099</u>	<u>601,048</u>
Capital and Reserves			
Reserves	8	<u>577,099</u>	<u>601,048</u>

The accounts which have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 applicable to small companies were approved by the board on 29/3/05 and signed on its behalf.

D W Kirkwood Captain

The notes on pages 10 to 12 form part of these accounts



Notes to the Accounts
For the Year ended 31 December 2004

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.

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:

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

Stock

Stock is 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.

2. Turnover

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

3. Operating (deficit) / surplus	2004	2003
This is stated after charging:	£	£
Operating leases	40,144	31,068
Auditor's remuneration	2,340	2,230
Depreciation	30,548	26,534
Honoraria	4,500	1,500
	<hr/>	<hr/>

Notes to the Accounts
For the Year ended 31 December 2004 (Continued)

4. Taxation	2004 £	2003 £
Corporation tax	1,552	1,520

5. Tangible Fixed Assets

	Land & Buildings £	Clubhouse Furnishings £	Course Equipment £	Total £
Cost				
At 1 January 2004	425,034	146,028	210,948	782,010
Additions	-	24,923	31,954	56,877
Disposals	-	-	(385)	(385)
At 31 December 2004	425,034	170,951	242,517	838,502
Depreciation				
At 1 January 2004	78,154	130,159	148,593	356,906
Charge for the year	5,703	6,238	18,607	30,548
Written back on disposal	-	-	(286)	(286)
At 31 December 2004	83,857	136,397	166,914	387,168
Net Book Value				
At 31 December 2004	341,177	34,554	75,603	451,334
At 1 January 2004	346,880	15,869	62,355	425,104

Notes to the Accounts
For the Year ended 31 December 2004 (Continued)

6. Investments	2004	2003
	£	£
Shares in listed investments	-	5,000
Halifax corporate bond fund	-	80,467
	<u>-</u>	<u>85,467</u>

7. Stock		
Bar	6,238	5,543
Badges & ties	395	420
	<u>6,633</u>	<u>5,963</u>

8. Reserves	Special Centenary Fund	Revenue Reserve	2004	2003
	£	£	£	£
At 1 January 2004	27,705	573,343	601,048	558,731
Centenary transfer	4,398	(4,398)	-	-
(Deficit) / surplus for the year	-	(23,949)	(23,949)	42,317
	<u>32,103</u>	<u>544,996</u>	<u>577,099</u>	<u>601,048</u>

9. Pension Commitments

The Club operates a defined contribution pension scheme. The assets of the scheme are held separately in an independently administered fund. At 31 December 2004 unpaid contributions of £1,306 (2003 - £1,180) were due to the fund.

10. Financial Commitment

At 31 December 2004 the company had annual commitments under non-cancellable operating leases as follows:

Expiry date:	2004	2003
	£	£
One to two years	5,631	25,437
Two to five years	-	5,631
Five to ten years	30,096	-
	<u>35,727</u>	<u>31,068</u>