

**VICTORIA PARK HARRIERS & TOWER
HAMLETS AC**

**(Company limited by guarantee no. 04324630
registered charity no. 1091712)**

**REPORT AND UNAUDITED FINANCIAL
STATEMENTS**

YEAR ENDED 31 MARCH 2014

VICTORIA PARK HARRIERS & TOWER HAMLETS AC
(Company limited by guarantee no. 04324630, registered charity no. 1091712)

REPORT AND FINANCIAL STATEMENTS
For the year ended 31 March 2014

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VICTORIA PARK HARRIERS & TOWER HAMLETS AC

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS

For the year ended 31 March 2014

Board of Trustees	Dave Robinson (Chair) Cornelia Abe-Minale Simeon Bennett Tony MacDowall Emily Mosedale Laura Morgan Charlotte Nichols Victoria Poole Ian Warren David Wilkey	(resigned 17 October 2013) (appointed 17 October 2013) (appointed 17 October 2013) (resigned 17 October 2013)
Company reg. no.	04324630	
Charity reg. no.	1091712	
Registered office	4 Pemberton Place London E8 3RF	
Independent examiner	John Ball FCA MHA MacIntyre Hudson New Bridge Street House 30 - 34 New Bridge Street London EC4V 6BJ	
Bankers	HSBC Plc 20-21 Electric Pde. George Lane London E18 2LX	

BOARD OF TRUSTEES' REPORT

For the year ended 31 March 2014

The Trustees, who act as directors of the Company for the purposes of the Companies Act, and trustees for charity law purposes, submit their annual report and the financial statements of Victoria Park Harriers & Tower Hamlets AC for the year ended 31 March 2014. The Board of Trustees confirms that the annual report and financial statements of the Company comply with current statutory requirements, the requirements of the Company's governing document and the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities (revised 2005)'.

Structure, governance and management

Victoria Park Harriers & Tower Hamlets AC is a company limited by guarantee which is also registered as a charity and is under the management of a Board of Trustees. Victoria Park Harriers & Tower Hamlets AC was registered as a charity with the UK Charity Commission on 23 April 2002.

The articles of the Charity state there should be a minimum of three trustees. At every annual general meeting one third of the trustees are subject to retirement by rotation or, if their number is not three or a multiple of three, the number nearest to one third retire from office.

No person, other than a trustee retiring by rotation, shall be appointed or reappointed a trustee at any general meeting unless he is recommended by the trustees, or a notice proposed by a member eligible to vote at the meeting, and executed by the proposed person, has been given to the trustees within set time limits before the AGM as prescribed in the articles of the Charity.

The business of the Charity is managed by the trustees who may exercise all powers of the Company.

Objectives and activities

The Charity is established for the benefit of the public within East London with the object of providing facilities for public recreation, or other leisure time occupation, and in particular athletics, in the interests of social welfare, and with the object of improving the conditions of life of those who reside and work in said area.

The Charity's activities are in line with its stated objectives.

Achievements and performance

The Charity continues to work hard to achieve its objectives through the supply of premises, equipment, coaching and associated services to its members and the community. The trustees and members actively work to ensure the Charity achieve these aims.

Over the course of the 2013/14 financial year the Charity undertook minor refurbishment work on a room previously used as a gym, this has since been successfully rented out to a number of sports activity groups. Additionally the charity has purchased equipment for the main hall allowing new gym sessions to be provided and alternate uses of the building.

BOARD OF TRUSTEES' REPORT

For the year ended 31 March 2014

Financial review

The result for the year is shown after deducting annual depreciation on the revalued property of £28,000 which is matched by designated reserves. Excluding annual property depreciation the Charity achieved a surplus in the current year of £61,694 (2013 : £71,892), which is primarily a result of grant income received during the year that has still to be spent. The Charity undertook no major refurbishment or other projects in the current year, thus income and expenditure reverted to the general activities of the Charity.

Reserves policy

The trustees consider that an appropriate minimum level of reserves in respect of unrestricted funds is an amount to generate sufficient working capital to cover approximately six months of the charity's annual costs excluding expenditure chargeable against the restricted income and funds and designated reserves. Based on the Charity's level of activity it is considered that a minimum appropriate level of unrestricted funds would be £25,000. At the end of the current year the surplus exceeds this minimum level but is not excessive. The Charity will look at opportunities to utilise these funds in line with its objectives in the near future.

Charity, those unrestricted reserves not matched by fixed assets or held for a purpose to be expended within a year, as at 2014 were £64,181, an increase of £24,228 on the previous year but still in excess of the target.

The Trustees expect the Charity to incur a deficit in the forthcoming year primarily due to the costs of refurbishing the club house, and are actively looking to seek new sources of income. In particular once the refurbishment is complete the trustees will look to expand the use and income from rental of the hall.

Plans for future periods

The Charity plans to continue with and, if possible, to expand its existing activities.

In the prior year the refurbished facilities have improved accessibility for disabled users, an area of its work which the Charity hopes to expand on.

The Charity is now in a position to provide better facilities for its members, the local community and sports groups. In the next financial year the charity is supporting the refurbishment of a Gym area at Mile End stadium which is used exclusively by club members. Once complete the enhanced facilities will allow expansion of the training facilities provided to track members of the club.

Public benefit statement

The Trustees confirm that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties. The public benefit of the Charity's activities are outlined under 'Objectives and Activities' above.

BOARD OF TRUSTEES' REPORT
For the year ended 31 March 2014

Preparation of the report

This report has been prepared taking advantage of the small companies exemption of section 415A of the Companies Act 2006.

Accountants

The accountants, MHA MacIntyre Hudson, have indicated their willingness to accept re-appointment at the forthcoming AGM.

This report was approved and authorised for issue by the Board of Trustees on 06 November 2014 and signed on its behalf by:

David Robinson
Chairman

Independent examiner's report to the Board of Trustees of Victoria Park Harriers & Tower Hamlets AC

I report on the financial statements for the year ended 31 March 2014 set out on pages 6 to 12.

Respective responsibilities of Board of Trustees and independent examiner

As described on page 3 the Board of Trustees, which is the board of directors of Victoria Park Harriers & Tower Hamlets AC for the purposes of company law, and the board of trustees for the purposes of charity law, is responsible for the preparation of the financial statements. The Board of 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.

Having satisfied myself that the Company is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts (under section 144 of the 2011 Act);
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Act, as amended); and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Company, 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 Board of 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 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave 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 Ball FCA
MHA MacIntyre Hudson
Chartered Accountants
New Bridge Street House
30 - 34 New Bridge Street
London EC4V 6BJ
Date:

VICTORIA PARK HARRIERS & TOWER HAMLETS AC
(company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
(incorporating Income and Expenditure Account & Statement of Total Realised Gains and Losses)
For the year ended 31 March 2014

	Note	Unrestricted Funds 2014 £	Restricted Funds 2014 £	Total Funds 2014 £	Total Funds 2013 £
INCOMING RESOURCES					
Grants and donations	2	5,280	44,417	49,697	71,840
Activities for generating funds	3	20,153	-	20,153	19,611
Investment income		236		236	788
Incoming resources from charitable activities	4	40,469	-	40,469	41,278
Other incoming resources		909	-	909	-
TOTAL INCOMING RESOURCES		67,047	44,417	111,464	133,517
RESOURCES EXPENDED					
Coaching fees		7,250	3,263	10,513	19,854
Open 5		2,797	-	2,797	3,220
Awards		709	-	709	555
Club kit		3,358	-	3,358	1,080
Travel and subsistence		8,445	-	8,445	8,783
Affiliation, entry & track fees		6,205	-	6,205	5,192
Athletics equipment		3,530	-	3,530	523
Medical cover		214	-	214	-
Printing & postage		-	-	-	142
Repairs and maintenance		312	-	312	7,738
Light and heat		3,371	-	3,371	2,667
Bank charges		32	-	32	46
Insurance		4,493	-	4,493	5,012
Sundry expenses		1,567	-	1,567	2,006
Independent examiner's fee		1,968	-	1,968	1,800
Depreciation on athletics equipment		2,256	-	2,256	3,007
Depreciation on building refurbishment		6,611	15,000	21,611	21,339
Depreciation on revalued property		28,000	-	28,000	28,000
TOTAL RESOURCES EXPENDED		81,118	18,263	99,381	110,964
Net income/(expenditure) before transfer		(14,071)	26,154	12,083	22,553
Transfer between funds	10	9,000	(9,000)	-	-
NET MOVEMENT IN FUNDS		(5,071)	17,154	12,083	22,553
TOTAL FUNDS AT 1 APRIL 2013		1,362,404	140,000	1,502,404	1,479,851
TOTAL FUNDS AT 31 MARCH 2014		£ 1,357,333	£ 157,154	£ 1,514,487	£ 1,502,404

The annexed notes form part of these financial statements

VICTORIA PARK HARRIERS & TOWER HAMLETS AC
(Company limited by guarantee no. 04324630, registered charity no. 1091712)

BALANCE SHEET
As at 31 March 2014

	Notes	2014	2013
		£	£
FIXED ASSETS			
Tangible assets	6	1,409,853	1,457,451
CURRENT ASSETS			
Debtors	8	39,476	18,174
Cash at bank and in hand		<u>84,307</u>	<u>51,742</u>
		123,783	69,916
CREDITORS: amounts falling due within one year	9	<u>(19,149)</u>	<u>(24,963)</u>
NET CURRENT ASSETS		104,634	44,953
NET ASSETS		<u>£ 1,514,487</u>	<u>£ 1,502,404</u>
FUNDS			
Restricted funds	10	157,154	140,000
Unrestricted funds:			
Designated funds	10	1,293,152	1,322,451
General fund	10	<u>64,181</u>	<u>39,953</u>
		1,357,333	1,362,404
		<u>£ 1,514,487</u>	<u>£ 1,502,404</u>

For the year ended 31 March 2014 the Company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- (i) The members have not required the Company to obtain an audit of its accounts for the year in question in accordance with section 476;
- (ii) The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). They were approved, and authorised for issue, by the directors on 06 November 2014 and signed on their behalf by:-

 DAVID ROBINSON, Chairman

 IAN WARREN, Director of Finance

The annexed notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2014

1. ACCOUNTING POLICIES

Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in 2005, the Companies Act 2006, applicable accounting standards and the Financial Reporting Standard for Smaller Entities (effective April 2008).

The effects of events relating to the year ended 31 March 2014 which occurred before the date of approval of the financial statements by the Board of Trustees has been included in the financial statements to the extent required to show a true and fair view of the state of affairs at 31 March 2014 and the results for the year ended on that date.

Company status

Victoria Park Harriers & Tower Hamlets AC is a company limited by guarantee. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the Charity.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objects of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the Charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements. Statutory grants which are given as contributions towards the Charity's core services are treated as unrestricted.

Incoming resources

All incoming resources are included in the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

All expenditure is accounted for gross and when incurred.

Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Athletics equipment	-	5 years
Land and buildings	-	50 years
Building refurbishment	-	10 years

Land and buildings are designated for use in sports/leisure activities only, and in the event of the Charity winding up they can only be transferred to another similar charitable organisation; due to these restrictions the buildings have been classified as 'specialist properties' as defined in Financial Reporting Standard no. 15, and are included in the balance sheet at the depreciated replacement cost, as required by the standard.

In the trustees' opinion the depreciated value of the buildings is materially similar to its insured value. Building valuations are updated at least every five years, or when material changes occur. The surplus or deficit on revaluation is transferred to a matching designated fund.

There are no circumstances that, to the trustees' knowledge, suggest any impairment to the value of the building.

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 March 2014

2. GRANTS AND DONATIONS

	Unrestricted Funds 2014 £	Restricted Funds 2014 £	Total Funds 2014 £	Total Funds 2013 £
Donations	5,280	-	5,280	6,110
The London Marathon Charitable Trust Limited	-	28,750	28,750	-
London Borough of Tower Hamlets	-	6,667	6,667	5,000
Biffa	-	-	-	50,000
Gift in kind	-	9,000	9,000	9,000
Other grants	-	-	-	1,730
	<u>£ 5,280</u>	<u>£ 44,417</u>	<u>£ 49,697</u>	<u>£ 71,840</u>

The gift in kind relates to architect fees incurred on the building refurbishment project and not charged to the Charity.

3. ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds 2014 £	Restricted Funds 2014 £	Total Funds 2014 £	Total Funds 2013 £
Cottage rental income	17,393	-	17,393	17,393
Hall hire	2,760	-	2,760	2,218
	<u>£ 20,153</u>	<u>£ Nil</u>	<u>£ 20,153</u>	<u>£ 19,611</u>

4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds 2014 £	Restricted Funds 2014 £	Total Funds 2014 £	Total Funds 2013 £
Coaching income	8,095	-	8,095	14,796
Open 5	3,663	-	3,663	3,510
Membership subscriptions	26,121	-	26,121	22,032
Sale of club kit	2,590	-	2,590	940
	<u>£ 40,469</u>	<u>£ Nil</u>	<u>£ 40,469</u>	<u>£ 41,278</u>

Coaching income represents the provision of coaching to local schools, which is funded directly by the schools involved in the programme.

5. BOARD OF TRUSTEES

During the year, no member of the Board of Trustees received any remuneration (2013 - £NIL). One member of the Board of Trustees received reimbursement of race entries, league affiliations and equipment costs incurred on behalf of members and the Charity totalling £2,742 (2013 four Trustees - £1,534).

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 March 2014

6. TANGIBLE FIXED ASSETS

	Land and buildings	Building refurbishment	Athletics equipment	Total
	£	£	£	£
Cost				
At 1 April 2013	1,400,000	213,391	30,540	1,643,931
Additions	-	2,719	1,550	4,269
At 31 March 2014	<u>1,400,000</u>	<u>216,110</u>	<u>32,090</u>	<u>1,648,200</u>
Depreciation				
At 1 April 2013	140,000	21,339	25,141	186,480
Charge for the year	28,000	21,611	2,256	51,867
At 31 March 2014	<u>168,000</u>	<u>42,950</u>	<u>27,397</u>	<u>238,347</u>
Net book value				
At 31 March 2013	<u>£ 1,260,000</u>	<u>£ 192,052</u>	<u>£ 5,399</u>	<u>£ 1,457,451</u>
At 31 March 2014	<u>£ 1,232,000</u>	<u>£ 173,160</u>	<u>£ 4,693</u>	<u>£ 1,409,853</u>

The land and buildings were revalued by the Trustees in 2008. This revaluation (original value - £nil) is matched by a designated fund which reduces by the amount of depreciation each year (see note 10). Building refurbishment additions include £9,000 gift in kind for architectural and project management services provided during the year.

7. ANALYSIS OF THE NET MOVEMENT IN FUNDS

	2014	2013
	£	£
Net movement in funds	12,083	22,553
Net expenditure on fixed assets in the year	47,598	(161,599)
Movement in funds available for charitable activity	<u>£ 59,681</u>	<u>£ (139,046)</u>

8. DEBTORS

	2014	2013
	£	£
Due within one year		
Grant debtors	33,751	10,000
Other debtors	548	977
Prepayments	4,577	4,077
Accrued income	600	3,120
	<u>£ 39,476</u>	<u>£ 18,174</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2014	2013
	£	£
Accruals	12,733	18,893
Deferred income	6,416	6,070
	<u>£ 19,149</u>	<u>£ 24,963</u>
<u>Deferred income</u>		
Balance at 1 April 2013	6,070	5,013
Amount released to incoming resources	(6,070)	(5,013)
Amount deferred in the year	6,416	6,070
Balance at 31 March 2014	<u>£ 6,416</u>	<u>£ 6,070</u>

Deferred income comprises subscriptions received in the year but relating to future accounting periods.

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2014

10. STATEMENT OF FUNDS

	Brought Forward £	Incoming Resources £	Resources Expended £	Tranfers In/(Out) £	Carried Forward £
RESTRICTED FUNDS					
Building Improvements	135,000	9,000	(15,000)	(9,000)	120,000
Tower Hamlets Summer Fitness for Sport Project	5,000	6,667	(3,263)	-	8,404
Mile End Stadium Refurbishment	-	28,750	-	-	28,750
	<u>£ 140,000</u>	<u>£ 44,417</u>	<u>£ (18,263)</u>	<u>£ (9,000)</u>	<u>£ 157,154</u>

Building Improvements

The Charity was awarded various grants in previous years to fund a refurbishment programme on its club house. Three of the grants had a continuing restriction to use on them if the facilities were to be used for other purposes within five years and so the depreciated cost has been carried forward in the restricted fund. The balance of the fund has been transferred to the designated fund as the restriction on this income ceased once the refurbishment work took place.

Tower Hamlets Fitness for Sport Grant

The Tower Hamlets Council Fitness for Sport Grant was received by the Charity to run a project during the course of the year which was partly utilised this year and will be spent in the forthcoming year.

Mile End Stadium Refurbishment

The Charity was awarded in the year a grant from the London Marathon Charitable Trust towards the costs of refurbishing and expanding the indoor training area of the Mile End Stadium. The work did not commence prior to the year end.

	Brought Forward £	Incoming Resources £	Resources Expended £	Tranfers In/(Out) £	Carried Forward £
DESIGNATED FUNDS					
Equipment fund	5,399	-	(2,257)	1,550	4,692
Building improvements	57,052	-	(6,611)	2,719	53,160
Revalued property fund	1,260,000	-	(28,000)	-	1,232,000
Gym refurbishment	-	-	-	3,300	3,300
	<u>£ 1,322,451</u>	<u>£ Nil</u>	<u>£ (36,868)</u>	<u>£ 7,569</u>	<u>£ 1,293,152</u>

Equipment Fund

In accordance with good practice outlined in the Charity SORP, sports equipment that is not considered to be easily realisable should be matched by a designated reserve rather than general reserves. The balance carried forward is equal to the net book value of the assets.

Building Improvements

A similar fund to the above funds has been set aside as to match the net book value of the building improvements (less the restricted grants outstanding on them) with funds being transferred each year to general funds to match the depreciation charge.

Revalued Property Fund

Similarly a fund has been set aside as to match the net book value of the revalued property with funds being transferred each year to general funds to match the depreciation charge.

Gym refurbishment

A sum has been set aside by the Trustees to cover the refurbishment of Mile End Gym in the forthcoming year.

VICTORIA PARK HARRIERS & TOWER HAMLETS AC

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2014

	Brought Forward £	Incoming Resources £	Resources Expended £	Tranfers In/(Out) £	Carried Forward £
SUMMARY OF FUNDS					
Designated Funds	1,322,451	-	(36,868)	7,569	1,293,152
General Funds	39,953	67,047	(44,250)	1,431	64,181
	<u>1,362,404</u>	<u>67,047</u>	<u>(81,118)</u>	<u>9,000</u>	<u>1,357,333</u>
Restricted Funds	140,000	44,417	(18,263)	(9,000)	157,154
	<u>£ 1,502,404</u>	<u>£ 111,464</u>	<u>£ (99,381)</u>	<u>£ Nil</u>	<u>£ 1,514,487</u>

11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds			Total Funds £
	Designated Funds £	General Funds £	Restricted Funds £	
Tangible fixed assets	1,293,152	(3,299)	120,000	1,409,853
Net current assets	-	67,480	37,154	104,634
	<u>£ 1,293,152</u>	<u>£ 64,181</u>	<u>£ 157,154</u>	<u>£ 1,514,487</u>