REGISTERED COMPANY NUMBER: SC468632 (Scotland)
REGISTERED CHARITY NUMBER: SC045040

LASSWADE GYMNASTICS CLUB Report of the Trustees and Financial Statements for the Year Ended 31 March 2019

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Reference and Administrative Details for the Year Ended 31 March 2019

Trustees

Ms J L Givan

Ms S E Purves

Mrs S Smith (resigned 1.1.19)

Mrs J H Smyth Mrs I I Williamson G D Cowen

R A Cunningham (resigned 1.9.19)
Ms C Ferguson (resigned 19.3.19)
Ms S L Muncer (appointed 1.9.19)
C Thomson (appointed 1.9.19)

Registered office

Lasswade High School Sports Centre

Eskdale Drive Bonnyrigg Midlothian EH19 2LA

Registered company number

SC468632 (Scotland)

Registered charity number

SC045040

Independent examiner

James Anderson & Co

Chartered Accountants Pentland Estate

Straiton Edinburgh EH20 9QH

Report of the Trustees for the Year Ended 31 March 2019

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2019. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Objectives and activities Objectives and aims

The main objects of the charity are to provide:

- Advancement of Education
- Advancement of Health, and the
- Advancement of Public Participation in Sport.

The aim of Lasswade Gymnastics Club ("the Club") is to provide a safe, effective and child friendly environment in which members can participate in competitive artistic gymnastic activities under the guidance of appropriately qualified coaches.

Our club offers a wide spectrum of classes across three main disciplines; Women's Artistic (WA), Men's Artistic (MA) and General Gymnastics. Our WA and MA classes all aim to develop individual gymnasts' potential to compete at a Regional/Club, National and Elite level and achieve their full competitive potential. Our General section is split into competitive Floor and Vault classes where gymnasts may compete in Scottish Level Competitions and recreational classes which are for fun and fitness.

Development and Activities

Club Membership numbers remained fairly static this year with an average of 260 gymnasts across our competitive and non-competitive sections. Our target will be to increase this in the next financial year to 300 with an emphasis on increasing our Boy Competitive and General Section. Our fee income rose again slightly due to the small increase in gymnast numbers. No fee increase was applied during this accounting period.

The club employed twelve part-time coaches, engaged the services of Seven self-employed coaches and five volunteer helper/coaches during this accounting period. We are maintaining our commitment to expanding our employee hours and a reducing the use of self-employed coaches. Eight out of the Twelve coaches employed during this financial year are contracted for over 20 hours per week in a sustained effort to make coaching a viable career option. Towards the end of the year we employed a new Level 5 Performance Coach as our Head Coach providing a fantastic platform for the development of the club and our coaches for the future.

We have continued to invest heavily in coach development both through formal qualifications and informal mentoring opportunities and camps. We regularly engage the services of an international choreographer and a British Men's Artistic Coach to aid the development of our coaches and gymnasts. Three of our Helper coaches achieved their UKCC Level 1 Qualification this year too.

There was a drop income from general fundraising as the emphasis moved to generating income at events and camp activities. Our main fundraising activities continued to be our annual Club Championships, Awards Evening and Showcase Days. These serve both as excellent events for our gymnasts and their families to attend as well as a good opportunity to run fundraising activities.

We appointed two new Trustees this year and our continued focus on attracting individuals with the right skills and expertise to drive our club forward provides us with a great platform for the future.

Achievement and performance

The Club has had another very successful year with our gymnasts achieving outstanding results at competitions across all levels within the Club.

Our Floor and Vault Section brought home a phenomenal 86 medals from participation in Scottish competitions. Our Club Championships saw 61 Competitive gymnasts compete for 12 Club Champion titles.

Report of the Trustees for the Year Ended 31 March 2019

Achievement and performance

In our Men's Artistic Section our gymnasts performed extremely well in the Scottish Grades series with 4 Lasswade gymnasts securing a space in the Scottish Team for British National Finals. At Scottish Championships our boys secured Bronze on Floor and an impressive Gold on Pommel in the Under 12s. Two gymnasts were selected for the National Performance Pathway Camps.

Our Women's Artistic gymnasts had a great year too winning Seven individual Scottish National Finals and One Team Final. One gymnast was selected to represent Scotland in the British Level 4 Finals. Our Level 3 team also progressed on to take the Bronze Medal at British National 3 Teams. Our girls performed beautifully at Scottish Grades with the majority of gymnasts taking away Distinctions.

Results continue to show improvements across all sections of the Club with success at competitions locally, regionally, nationally.

Financial review

Financial position

We have continued to consolidate the Club's financial position this year. Regular reviews are made to the structure of each class ensuring we are running at high capacity levels. This is achieved while being mindful of our commitment to performance gymnastics and ensuring there is scope to continue development in this area. There was no increase in fees applied during this financial period. This led to a modest 1.5% increase this year to £140,346 (from £138,323 in the previous period) with the costs of salaries and bought-in coaching rising by 5.7% to £124,888 (from £118,119 in the previous period). This is part due to increased pension costs and the employment of a Head Coach during this accounting year. An overall surplus of £9,135 was achieved this year which, although down on the previous year's figure of £12,531 was in line with the Club's overall aims of increased participation and providing a framework in which to be able to deliver performance gymnastics, while consolidating our financial position.

Reserves policy

In line with good practice, the Club's financial policy remains to maintain reserves at a level which allows the company to operate from year to year. At 31 March 2019 our total funds stand at £70,284. The directors consider that the minimum level of liquid reserves maintained should be equivalent to four months of key operating overhead expenditure. This equates to £44,973 and therefore the target was achieved. The directors will continue to work to maintain free reserves in line with the stated policy.

Future plans

The Club will aim to increase its membership to 300 members by the end of 2020 with a retained emphasis on Women's Artistic, Men's Artistic and General Gymnastics. We would like to expand our beginners and development classes into an additional satellite location once again in the coming year.

Within the Competitive Sections we aim to increase the number of gymnasts following the Elite pathways within both Men's and Women's Artistic.

The development of Coaches remains a critical factor for the success of our club and the local community and we will continue to invest in coach development both formally through courses and via internal coach development sessions.

Structure, governance and management Governing document

Lasswade Gymnastics Club is a charitable company (charity registration number SC045040) limited by guarantee, as defined by the Companies Act 2006. The company is governed under its Articles of Association.

Recruitment and appointment of new trustees

No person may be appointed as a trustee unless that person has been recommended by the trustees as a result of a minuted board meeting. There is a formal application process for proposed new trustees which enables us to assess an individual's key skills and experience. This will ensure our Board of Trustees has the correct mix of expertise to develop the Club for the future.

Report of the Trustees for the Year Ended 31 March 2019

Structure, governance and management Induction and training of new trustees

All trustees are made aware of the objectives of the charity on appointment and the necessary training is provided.

Pay Policy

The trustees consider the Board of Directors, who are the Charity's trustees, the Coaching Team and the Pathways Officer comprise the key management personnel of the Club in charge of directing and controlling, running and operating the Club on a day to day basis. Trustees are not remunerated for their services as trustees. The pay of staff is reviewed annually and normally increased in line with inflation, taking into account affordability and any changes in duties and responsibilities.

Risk management

The Board of Directors have identified what they perceive as the key risks to the Club and have put in place measures to monitor and manage these risks appropriately. Key risks are considered to be the availability and retention of quality coaches, facility access and the safeguarding of children. Measures to manage these risks include the following:

Coach availability and retention - developing new coaches from within the Club community, and marketing the Club's achievements to attract new coaches; ensuring adequate development activities are provided and progression towards career aspirations; undertaking an annual review of the employment package to ensure the Club remains competitive. Facility access - long term lets with set rates agreed with the local authority, and a good working relationship maintained, including a shared focus on the increased participation in gymnastics and the provision of performance gymnastics in the area

Safeguarding children - as all the Club's gymnasts are children, the Club adopts and strictly applies the best practices for safeguarding children as set out by the governing body.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 10 December 2019 and signed on its behalf by:

Ms J L Giyan - Trustee

I report on the accounts for the year ended 31 March 2019 set out on pages six to thirteen.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under Section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended). An examination includes a review of the accounting records kept by the charity 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of 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 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
 - to prepare accounts which accord with the accounting records and to comply with Regulation 8 of the 2006 Accounts Regulations

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.

Christopher Spalding

City.

ICAS
James Anderson & Co
Chartered Accountants
Pentland Estate
Straiton
Edinburgh

EH20 9QH

11 December 2019

Statement of Financial Activities (Incorporating an Income and Expenditure Account) for the Year Ended 31 March 2019

	Not es	Unrestricted fund £	Restricted funds £	2019 Total funds	2018 Total funds £
Income and endowments from Donations and legacies Charitable activities	4	4,201	-	4,201	3,706
Club activities		167,921		167,921	164,400
Other trading activities	3	2,305		2,305	5,726
Total		174,427	-	174,427	173,832
Expenditure on Raising funds Charitable activities	5	461	2.000	461	260
Club activities		<u>161,831</u>	3,000	164,831	161,041
Total		162,292	3,000	165,292	161,301
Net income/(expenditure)		12,135	(3,000)	9,135	12,531
Reconciliation of funds					
Total funds brought forward		58,149	3,000	61,149	48,618
Total funds carried forward		70,284		70,284	61,149

LASSWADE GYMNASTICS CLUB (REGISTERED NUMBER: SC468632)

Balance Sheet At 31 March 2019

	Not	2019 £	2018 £
	es		
Current assets Stocks	8	7,337	6,820
Debtors Cash at bank	9	65,112	3,140 <u>53,057</u>
		72,449	63,017
Creditors		/a /a n	
Amounts falling due within one year	10	(2,165)	(1,868)
Net current assets		70,284	61,149
Total assets less current liabilities		70,284	61,149
Net assets		70,284	61,149
Funds	12		
Unrestricted funds Restricted funds	•••	70,284	58,149 3,000
Total funds		70,284	61,149

LASSWADE GYMNASTICS CLUB (REGISTERED NUMBER: SC468632)

Balance Sheet - continued At 31 March 2019

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2019.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2019 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees on 10 December 2019 and were signed on its behalf by:

Ms J L Giyan -Trustee

Mrs J H Smyth-Trustee

1. Statutory information

Lasswade Gymnastics Club is a private company, limited by guarantee with charitable status and registered in Scotland. 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. The company's registration number and registered office address can be found on the Reference and Administrative Details page.

The presentation currency of the financial statements is the Pound Sterling (£).

2. Accounting policies

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised once the charity has entitlement to the income, there is sufficient certainty of receipt and so it is probable that the income will be received, and the amount of income receivable can be measured reliably.

Fee income is recognised when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Donations and grants are recognised when they have been communicated in writing with notification of both the amount and settlement date. In the event that a donation or grant is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Expenditure

Expenditure is recognised as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses, including support costs and governance costs, are allocated or apportioned to the applicable expenditure headings in the statement of financial activities.

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Notes to the Financial Statements - continued for the Year Ended 31 March 2019

2. Accounting policies - continued

Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Cash in bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments.

3. Other trading activities

	2019	2018
	£	£
Fundraising income	1,501	5,000
Fees - non members	804	726
	2,305	5,726
Income from charitable activities		
	2019	2018

	2019	2018
	£	£
Shop	5,619	2,850
Fees	140,346	138,323
Competition entries	5,930	6,146
Grants	3,111	8,198
Club championships	2,825	2,771
Camps	3,060	1,868
SGA membership	92	563
Club led trips	2,607	1,080
Awards evening	2,408	1,065
Development subsidy	1,210	629
Little star Leos	<u>713</u>	907
	<u>167,921</u>	<u> 164,400</u>

5. Raising funds

4.

Raising donations and legacies

	2019	2018
	£	£
Fundraising expenses	461	<u>260</u>

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Notes to the Financial Statements - continued for the Year Ended 31 March 2019

6.	Trustees' remuneration and benefits				
ο.	rustees remuneration and benefits			2019	2018
				£	£
	Trustees' salaries Trustees' social security			23,793 1,165	25,583 471
	Trustees social security				<u> </u>
				24,958	<u>26,054</u>
	Trustees' expenses There were no trustees' expenses paid for	r the year ended 31 Ma	arch 2019 nor fo	the year ended	31 March 2018.
7.	Staff costs				
				2040	2040
				2019 £	2018 £
	Wages and salaries			108,573	110,069
	Social security costs Other pension costs			1,165 1,712	471 300
	other periodic code		•	***************************************	<u> </u>
				<u>111,450</u>	<u>110,840</u>
	The average monthly number of employee	es during the year was	as follows:		
	Coaches etc			2019 9	2018 9
					(************************************
	No employees received emoluments in ex	cess of £60,000.			
8.	Stocks			2019	2018
				£ 2019	£
	Finished goods			<u>7,337</u>	6,820
9.	Debtors: amounts falling due within on	e year			
				2019 £	2018 £
	Other debtors				3,140
10.	Creditors: amounts falling due within o	ne vear			
	_	•		2019	2018
	Trade creditors			£	£ 985
	Accrued expenses			2,165	883
				2,165	1,868
11.	Analysis of net assets between funds				
				2019	2040
		Unrestricted	Restricted	Total funds	2018 Total funds
		fund £	funds £	£	£
	Current assets	72,449	-	72,449	63,017
	Current liabilities	(2,165)		<u>(2,165</u>)	_(1,868)
		70,284	***	70,284	61,149

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Movement in funds			
	At 1/4/18 £	Net movement in funds £	At 31/3/19 £
Unrestricted funds General fund	58,149	12,135	70,284
Restricted funds Pathways grant	3,000	(3,000)	-
TOTAL FUNDS	61,149	9,135	70,284
Net movement in funds, included in the above are as follows:			
	Incoming resources £	Resources expended £	Movement in funds
Unrestricted funds General fund	174,427	(162,292)	12,135
Restricted funds Pathways grant	~	(3,000)	(3,000)
TOTAL FUNDS	174,427	<u>(165,292</u>)	9,135
Comparatives for movement in funds			
	At 1/4/17 £	Net movement in funds £	At 31/3/18 £
Unrestricted Funds General fund	45,618	12,531	58,149
Restricted Funds Pathways grant	3,000	-	3,000
TOTAL FUNDS	48,618	12,531	61,149

	Incoming resources £	Resources expended £	Movement in funds
Unrestricted funds	4550	(1=====	
General fund	170,832	(158,301)	12,531
Restricted funds			
Pathways grant	3,000	(3,000)	-

TOTAL FUNDS	173,832	(161,301)	12,531

Notes to the Financial Statements - continued for the Year Ended 31 March 2019

12. Movement in funds - continued

The Pathways fund represents a Sport Scotland grant towards the development of formalised links with Active Schools extracurricular clubs in order to create a solid pathway from recreational to performance gymnastics.

13. Pension commitments

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £1,712 (2018 - £300).

14. Related party disclosures

The directors give freely their time and expertise as directors without any form of remuneration or other benefit in cash or kind. Susan Purves is a director and is also employed by Lasswade Gymnastics Club as a coach. Jillian Givan is a director and is also employed by Lasswade Gymnastics as both a coach and Midlothian Pathways Officer (Sport Scotland DCI Funded 4 Year Post). They receive no remuneration for serving as a directors but remuneration as below. This is paid at a normal rate for their positions.

The key management are the trustees and the aggregate key management remuneration for the year totalled £24,410 (2018 £25,583).

Detailed Statement of Financial Activities for the Year Ended 31 March 2019

	2019 £	2018 £
Income and endowments		
Donations and legacies		
Gift aid	4,201	3,706
Other trading activities		
Fundraising income Fees - non members	1,501 804	5,000 726
r des - non members		<u>726</u>
	2,305	5,726
Charitable activities		
Shop	5,619	2,850
Fees Competition entries	140,346 5,930	138,323 6,146
Grants	3,930 3,111	8,198
Club championships	2,825	2,771
Camps	3,060	1,868
SGA membership	92	563
Club led trips Awards evening	2,607 2,408	1,080 1,065
Development subsidy	1,210	629
Little star Leos	<u>713</u>	907
	167,921	164,400
Total incoming resources	174,427	173,832
Expenditure		
Raising donations and legacies	404	200
Fundraising expenses	461	260
Charitable activities	00 700	0 = = 00
Trustees' salaries Trustees' social security	23,793 1,165	25,583 471
Wages	84,780	84,486
Pensions	1,712	300
Sundries	67	37
Bought in coaches Facility hire	13,438	7,279
Competition entry	10,033 5,468	16,814 6,675
SGA membership	656	1,574
Camps	1,577	1,608
Club championships	664	505
Travel Club led trips	2,657 2,104	1,995 671
Shop purchases	6,139	5,544
PVG	28	7
Administration expense	1,654	1,687
Independent examiner's fee Development	1,620 5,062	720 2,119
Equipment & uniforms	211	822
Awards evening	1,364	1,442
Carried forward	164,192	160,339

Detailed Statement of Financial Activities for the Year Ended 31 March 2019

	2019 £	2018 £
Charitable activities Brought forward Little star Leos	164,192 639	160,339 702
	164,831	161,041
Total resources expended	165,292	161,301
Net income	<u>9,135</u>	12,531