

Company number

2818821

Registered charity number

1022202

Tottenham Community Sports Centre

A company limited by guarantee and not having a share capital

Report and Accounts

31 March 2002

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James Accounting
Chartered Accountants

6 Blenheim Mews, Minehead, TA24 5QZ
Telephone and fax 01643 706237

Tottenham Community Sports Centre

A company limited by guarantee and not having a share capital

Legal and Administrative Details**Governing instrument**

Memorandum and articles of association

Trustees

M Springthorpe (chair)

H Crystall

F Knight

J Brown

Secretary

K Lincoln

Reporting accountants

James Accounting

6 Blenheim Mews

Minehead

TA24 5QZ

Bankers

Barclays Bank plc

852-858 High Road

Tottenham

London

N17 0HA

Solicitors

Windsor & Co

670 High Road

Tottenham

London

N17 0AH

Registered office

701-703 High Road

Tottenham

London

N17 8AD

Company number

2818821

Charity registration number

1022202

Tottenham Community Sports Centre
A company limited by guarantee and not having a share capital
Report of the Trustees

The trustees present their report and accounts for the year ended 31 March 2002.

Trustees' responsibilities

Company and Charity law requires the trustees 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 excess of income or expenditure. In preparing those accounts, the trustees are required to:

- ° select suitable accounting policies and then apply them consistently;
- ° make judgements and estimates that are reasonable and prudent;
- ° prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for maintaining 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.

Appointment of trustees

Trustees are appointed by members of the association. A minimum of 3 trustees must be appointed. Of those appointed, one must retire each year by rotation, although he/she may be re-elected at the Annual General Meeting. Henry Crystall will retire this year and stand for re-election.

Objectives and principal activities

The company's principle activity continued to be the provision of a sports and social centre for the benefit of the public, particularly those resident in Tottenham, in premises leased from the local authority. A subsidiary company, Tottenham community Sports Centre 703 Club Limited, operates a social club and licensed bar, all profits being covenanted to this company. All surpluses generated from all activities are applied to maintaining and improving the quality and range of facilities available.

Organisation of the association

Day to day management is delegated to specified individuals who report to the Trustees on a regular basis. Both management and operation of the sports centre are dependant entirely on volunteers who receive no remuneration.

Major risks and reserves policy

Given the non-purpose built nature and age of the premises in which the Centre operates, the possibility of urgent, substantial repairs to the fabric of the property that the Centre may have to fund from reserves is ever present. While every reasonable effort is made to maintain the property to a high standard, the trustees consider it prudent to maintain a fairly high level of readily available reserves so that significant problems can be dealt with as they arise.

Tottenham Community Sports Centre
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Report of the Trustees

Major risks and reserves policy (continued)

The trustees are ever mindful of the possibility of substantial increases in rent and or business rates. As reported later in this report, these risks are currently at a low level following the renegotiation with the local authority, the outcome of which was that the local authority would fund all rent and business rate charges.

The nature of the Centre's activities is such that users of its facilities may sustain injury for which the Centre could be held responsible. The trustees believe that the Centre has sufficient relevant insurance cover to deal with any foreseeable claim.

Within the constraints of prudence with regard to the maintenance of adequate reserves to confront the above risks, the trustees are committed to spending surplus funds on the expansion of facilities.

Annual report 2001/02

In 2001/2002 we continued our policy of encouraging minority sports by providing certain clubs with lower hire fees. Girls Football, Junior Football, Junior Boxing, Junior Roller Skating, Junior Badminton and Table Tennis were targeted for help. Additionally, we continued to help the 'slightly older' members of our community by the provision of Short Mat Bowls 3 times a week at a concessionary rate. These concessionary fees helped to allow the clubs to survive, whilst at the same time ensured that their participants could afford to take part.

Closure of the Lea Valley Park, Picketts Lock Sports Centre, resulted in our Centre taking on an even more important role in fulfilling the needs of the local community.

The floodlit, outdoor synthetic pitch continues to provide an alternative venue for senior and junior football, tennis, basketball and hockey. Further improvements to the fencing of this area are planned for

Our ongoing commitment to improving facilities within our limited budget continued and in this respect the Centre once again made great strides in 2001/2002.

Repairs and improvements

Main hall floor

The Main Hall floor was resealed in September at a total cost of £2546. This annual treatment ensures that our excellent Maple wood floor is able to withstand the rigours of general sports use as well as roller-skating and roller hockey without damage.

Soft Play Room

This room and equipment is now in desperate need of refurbishment. We have applied for grants and intend setting aside funds for work to commence in 2003

Staffing

The Centre continues to operate on an almost wholly voluntary basis. Our only full time employee, Alfred Roberts, the Cleaner/Handyman was paid a salary of £16,906 whilst expenses for our voluntary Duty Officers totalled £8,036.

Additional labour was subcontracted from Community Action Sport for part time cleaning work at a cost of £2,929.

Tottenham Community Sports Centre
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Report of the Trustees

Staffing (continued)

Kevin Lincoln, the Secretary to the Trustees received an Honorarium of £1,000.

We are indebted to our band of volunteers, in particular, Kevin Lincoln, Laura Lincoln Wally Mills, Sharon Stevens, Lois Furlow, Sharon Stevens, Stanley and Debra Harlow, Alfred and Beryl Roberts and Keith Grinham, without whom, we would struggle to survive.

Motto

Our motto remains, Sport For All ...at an Affordable Price.

Review of financial position

Thanks to careful husbandry, we once again report a surplus for the year of £10,773, including a profit of £503 from the charity's trading subsidiary, Tottenham Community Sports Centre 703 Club Limited. However, the Club's profit was achieved only after reducing its rent from the previous annual amount of £4,000 to £1,660. Providing the Club can trade without incurring losses, the trustees believe that the loss of rental income is less than the potential loss of revenue to the Centre should the subsidiary cease trading.

Planned expenditure for the next financial year includes expenditure on refurbishments to the all weather multi-sport pitch and its fencing, improved exterior lighting, decoration of the main and small sports halls and the creation of a dance studio/martial arts centre in the current projectile room.

In addition, a rent review, due in and backdatable to April 2002, is outstanding and the trustees believe it prudent to set aside funds for both arrears and future increases that may be payable.

The trustees believe that the Association's financial resources are adequate to fulfil its objectives within the context of both planned expenditure, potential liabilities and their major risks and reserves policy.

Trustees

The trustees who served during the year were as follows:

Malcolm Springthorpe (Chair)

Henry Crystall

Frederick Knight

Jean Brown

Secretary to the Trustees: Kevin Lincoln

In addition to the Annual General Meeting, the Trustees met on four occasions during this financial year.

Malcolm Springthorpe has been connected with Tottenham Community Sports Centre since its formation in 1969.

He played a major part in persuading the government to abandon their plans to turn the premises into a drug rehabilitation centre when it ceased to be a Territorial Army centre and was instrumental in the setting up of the sports centre and the Haringey Sports Council. He is an active member of both local and national Sports Councils and the principal officer of the locally based Community Action Sport, a registered charity.

His main sporting interests are table tennis and football.

Tottenham Community Sports Centre
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Report of the Trustees

Henry Crystall has been involved in roller skating for well over 70 years and was also a founder member of Tottenham Community Sports Centre.

Despite his advancing years, he remains as committed to the sports centre's cause as he was back in 1969 and played a lead role in persuading Haringey Council to grant a lease of the premises to the Tottenham Community Sports Centre charitable trust in 1990.

His main sporting interest remains roller skating and he continues to play an active role in this sport in which he has participated throughout the world.

Fred Knight became a trustee of the centre in 1990 but as a long standing Councillor of first Tottenham, then Haringey Council he has played a key role in sports development within the Borough.

He is a member of the local Sports Council and is connected with a number of local sports clubs and associations. As Chair of Leisure Services he was responsible for the establishment of a number of facilities including the New River Sports Centre.

Jean Brown has actively facilitated a number of community schemes and raised vast sums of money for local and national charities.

She is currently a ward councillor for Haringey Council and a trustee of Community Action Sport.

Kevin Lincoln became involved with Tottenham Community Sports Centre in 1970 and was secretary of the centre between 1973 and 1975. An unpaid volunteer, Kevin has worked in the Property Services Division of Haringey Council since September 1971.

Born a stone's throw from the Sports Centre, his main sporting interests are football and cycling.

Small company special provisions

The report of the directors has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

This report was approved by the trustees on 24 February 2003.

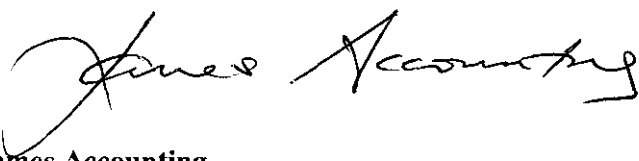


M Springthorpe
Trustee

**Tottenham Community Sports Centre
Tottenham Community Sports Centre
Accountants' Report**

X **Accountants' report on the unaudited accounts** X
to the directors of Tottenham Community Sports Centre

As described on the balance sheet you are responsible for the preparation of the accounts for the year ended 31 March 2002, set out on pages 7 to 12, and you consider that the company is exempt from an audit under section 249A(1) of the Companies Act 1985. In accordance with your instructions, we have compiled these unaudited accounts in order to assist you to fulfil your statutory responsibilities, from the accounting records and information and explanations supplied to us.



James Accounting
Chartered Accountants
6 Blenheim Mews
Minehead
TA24 5QZ

24 February 2003

Tottenham Community Sports Centre
Consolidated Statement of Financial Activities - Unrestricted Funds
for the year ended 31 March 2002

	Notes	2002 £	2001 £
Incoming resources			
Trading income			
Charges for use of facilities		93,569	94,361
Trading subsidiary turnover		49,756	48,793
Investment income		1,068	1,714
Total incoming resources		<u>144,393</u>	<u>144,868</u>
Resources expended			
Cost of sales		34,052	33,661
Management and administration expenses		99,568	101,747
Total resources expended		<u>133,620</u>	<u>135,408</u>
Net incoming resources for the year	2	10,773	9,460
Total funds at 1 April		106,251	96,791
Total funds at 31 March		<u>117,024</u>	<u>106,251</u>

Tottenham Community Sports Centre
Consolidated Balance Sheet
31 March 2002

	Notes	2002	2001
		£	£
Fixed assets			
Tangible assets	4		
Facility improvements		64,097	71,142
Fixtures and equipment		14,292	13,898
		<u>78,389</u>	<u>85,040</u>
Capital grants received	5	<u>(62,600)</u>	<u>(69,400)</u>
		15,789	15,640
Current assets			
Stocks		1,767	1,474
Debtors	7	14,402	10,792
Cash at bank and in hand		92,913	84,528
		<u>109,082</u>	<u>96,794</u>
Creditors: amounts falling due within one year	8	<u>(7,847)</u>	<u>(6,183)</u>
Net current assets		101,235	90,611
Net assets		<u>117,024</u>	<u>106,251</u>
Reserves			
Unrestricted income funds	9	113,113	102,340
Non-charitable trading funds	10	3,911	3,911
		<u>117,024</u>	<u>106,251</u>

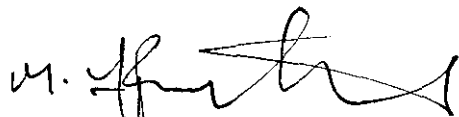
The trustees are satisfied that the company is entitled to exemption under Section 249A(2) of the Companies Act 1985 and that no member or members have requested an audit pursuant to section 249B(2) of the Act.

The trustees acknowledge their responsibilities for:

- (i) ensuring that the company keeps proper accounting records which comply with Section 221 of the Companies Act 1985; and
- (ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of Section 226 of the Companies Act 1985, and which otherwise comply with the requirements of this Act relating to accounts, so far as applicable to the company.

The accounts have been prepared in accordance with the special provisions relating to small companies within Part VII of the Companies Act 1985.

The accounts were approved by the trustees on 24 February 2003 and signed on its behalf by



M Springthorpe
Chair of trustees

Tottenham Community Sports Centre
Balance Sheet
31 March 2002

	Notes	2002	2001
		£	£
Fixed assets			
Tangible assets	4		
Facility improvements		64,097	71,142
Fixtures and equipment		13,836	13,422
		<u>77,933</u>	<u>84,564</u>
Capital grants received	5	(62,600)	(69,400)
		<u>15,333</u>	<u>15,164</u>
Investment in subsidiary company	6	100	100
		<u>15,433</u>	<u>15,264</u>
Current assets			
Debtors	7	16,357	12,287
Cash at bank and in hand		85,138	78,099
		<u>101,495</u>	<u>90,386</u>
Creditors: amounts falling due within one year	8	(3,815)	(3,310)
Net current assets		<u>97,680</u>	<u>87,076</u>
Net assets		<u>113,113</u>	<u>102,340</u>
Reserves			
Unrestricted income funds	9	<u>113,113</u>	<u>102,340</u>

The trustees are satisfied that the company is entitled to exemption under Section 249A¹(~~S~~) of the Companies Act 1985 and that no member or members have requested an audit pursuant to section 249B(2) of the Act.

The trustees acknowledge their responsibilities for:

- (i) ensuring that the company keeps proper accounting records which comply with Section 221 of the Companies Act 1985; and
- (ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of Section 226 of the Companies Act 1985, and which otherwise comply with the requirements of this Act relating to accounts, so far as applicable to the company.

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The accounts were approved by the trustees on 24 February 2003 and signed on its behalf by



M Springthorpe
Chair of trustees

Tottenham Community Sports Centre
Notes to the Accounts
for the year ended 31 March 2002

1 Accounting policies

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002) and follow the recommendations in Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) issued in October 2000.

Consolidation

These financial statements consolidate the results of the charity and of its wholly-owned trading subsidiary, Tottenham Community Sports Centre 703 Club Limited, on a line-by-line basis. A separate statement of financial activities is not presented because the charity has taken advantage of the provisions of paragraph 304 of the SORP.

Recognition of income

To the extent that use of facilities is billed, income is recognised when billed. All other income is recognised when received.

Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives

Facility improvements	15 years
Equipment	7 years

Grants receivable

Grants in respect of capital projects are written off over the useful life of the assets to which they relate. Grants in respect of non-capital projects are credited to the profit and loss account in the same period as the expenditure to which they contribute.

Stocks

Stock is valued at the lower of cost and net realisable value.

2 Net incoming resources

	2002		2001	
	Group	Company	Group	Company
	£	£	£	£
Net incoming resources are stated after charging:				
Depreciation of tangible fixed assets	12,532	11,587	12,071	11,265
Amortisation of capital grants received	(6,800)	(6,800)	(6,800)	(6,800)
Payroll costs (group 5 employees, company 1 employee)	23,739	12,682	24,166	13,207
Ex-gratia payment to secretary to Trustees	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>

Tottenham Community Sports Centre
Notes to the Accounts
for the year ended 31 March 2002

3 Taxation

Because the Association is a registered charity and all profits earned by its subsidiary are covenanted to the Association, there is no charge for taxation.

4 Tangible fixed assets

	Facility improvements		Fixtures and equipment	
	Group	Company	Group	Company
	£	£	£	£
Cost				
At 1 April 2001	105,677	105,677	33,471	28,098
Additions	-	-	5,880	4,955
At 31 March 2002	<u>105,677</u>	<u>105,677</u>	<u>39,351</u>	<u>33,053</u>
Depreciation				
At 1 April 2001	34,535	34,535	19,573	14,676
Charge for the year	7,045	7,045	5,486	4,541
At 31 March 2002	<u>41,580</u>	<u>41,580</u>	<u>25,059</u>	<u>19,217</u>
Net book value				
At 31 March 2002	<u>64,097</u>	<u>64,097</u>	<u>14,292</u>	<u>13,836</u>
At 31 March 2001	<u>71,142</u>	<u>71,142</u>	<u>13,898</u>	<u>13,422</u>

5 Capital grants received

	Group	Company
	£	£
Cost		
At 1 April 2001	102,001	102,001
Additions	-	-
At 31 March 2002	<u>102,001</u>	<u>102,001</u>
Amortisation		
At 1 April 2001	32,601	32,601
Charge for the year	6,800	6,800
At 31 March 2002	<u>39,401</u>	<u>39,401</u>
Net book value		
At 31 March 2002	<u>62,600</u>	<u>62,600</u>
At 31 March 2001	<u>69,400</u>	<u>69,400</u>

6 Investment in subsidiary company

The Centre owns 96% of the issued ordinary share capital of Tottenham Community Sports Centre 703 Club Limited, the remaining 4% being held by directors of that company as nominees for the Centre.

The company operates a social club and licensed bar, all taxable profits being covenanted to the Centre. The company operates in part of the premises leased by the Centre.

Tottenham Community Sports Centre
Notes to the Accounts
for the year ended 31 March 2002

7 Debtors	2002		2001	
	Group	Company	Group	Company
	£	£	£	£
Due from subsidiary company	-	1,415	-	912
Other debtors	14,402	14,942	10,792	11,375
	<u>14,402</u>	<u>16,357</u>	<u>10,792</u>	<u>12,287</u>
8 Creditors: amounts falling due within one year	2002		2001	
	Group	Company	Group	Company
	£	£	£	£
Trade creditors	1,697	-	1,339	-
Other taxes and social security costs	1,617	482	1,285	605
Other creditors	4,533	3,333	3,559	2,705
	<u>7,847</u>	<u>3,815</u>	<u>6,183</u>	<u>3,310</u>
9 Unrestricted income funds	2002		2001	
	£	£	£	£
At 1 April			102,340	90,561
Transfer from the profit and loss account			10,773	11,779
At 31 March			<u>113,113</u>	<u>102,340</u>
10 Non-charitable trading funds	2002		2001	
	£	£	£	£
At 1 April			3,911	6,230
Retained loss			-	(2,319)
At 31 March			<u>3,911</u>	<u>3,911</u>
11 Other financial commitments	2002		2001	
	£	£	£	£
At the year end the company had annual commitments under non-cancellable operating leases as set out below:				
Operating leases which expire:				
in over five years				
			<u>656,000</u>	<u>668,000</u>

Tottenham Community Sports Centre
Income and expenditure account
for the year ended 31 March 2002
for the information of the trustees only

	2002		2001	
	£	£	£	£
Charges for use of facilities				
Sports - members		51,106		52,775
Sports - non-members		2,888		6,712
Non-sports - members		11,872		13,043
Non-sports - non-members		4,291		4,213
Membership		40		410
Car boot sales		15,872		10,433
Car park		7,500		6,775
		<u>93,569</u>		<u>94,361</u>
Management and administration expenses				
Payroll costs		12,682		13,207
Premises costs				
Rent	12,000		12,000	
Rates, water and refuse disposal	2,095		2,738	
Refurbishment and improvement of facilities	9,287		14,529	
Light and heat	18,503		14,223	
Insurance	<u>4,511</u>		<u>4,305</u>	
		46,396		47,795
Management and administration expenses				
Duty officers' expenses	8,036		8,945	
Contribution to CAS payroll costs re cleaning	2,930		2,886	
Cleaning materials and hygiene supplies	1,554		1,286	
Ex-gratia payment to secretary to Trustees	1,000		1,000	
Stationery and postage	671		441	
Equipment maintenance	5,179		5,336	
Accountancy	925		1,105	
Bank charges	(29)		29	
Sundry expenses	1,894		1,797	
Depreciation	11,587		11,265	
Amortisation of grants receivable	<u>(6,800)</u>		<u>(6,800)</u>	
		26,947		27,290
		<u>86,025</u>		<u>75,085</u>
		20,226		19,276
Rent receivable		1,660		4,000
Bank interest received		1,066		1,710
Net incoming resources for the year		<u>22,952</u>		<u>24,986</u>