



**WPIFC**

**Walton Park Indoor Football Centre**

## **Walton Park Indoor Football Centre**

(a company limited by guarantee)

### **Annual report and financial statements**

**Year ended 30 June 2013**

Registered number: 7533794

Registered charity number: 1141366

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#### **Trustees**

Mr P Davies  
Mr D Greaves (co-opted 8 May 2013)  
Mr A Jackson  
Mr P Marsland  
Mr C McKenzie  
Mr D McKenzie  
Mr P Rowland (Chairman)

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#### **Registered office**

Walton Park Sports Centre,  
Raglan Road,  
Sale,  
M33 4AG

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#### **Independent Examiner**

Mr P Robinson  
17 Moss Lane  
Sale  
M33 6QD

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#### **Bankers**

Co-operative Bank  
1 Balloon Street  
Manchester

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#### **Solicitors**

Myerson Solicitors LLP  
The Cottages  
Regent Road  
Altrincham  
WA14 1RX

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# Walton Park Indoor Football Centre (Limited by Guarantee)

For the year ended 30 June 2013

The Trustees (who constitute directors of the company for the purposes of the Companies Act) present their report together with the examined consolidated financial statements for the year ended 30 June 2013 and confirm that the latter comply with the requirements of the Act and the Charities Statement of Recommended Practice 2005.

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## Structure, governance and management

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### Constitution

The company was incorporated on 17 February 2011 under the Companies Act 2006 as a company limited by guarantee and not having share capital. In the event of a winding up, registered members are liable to contribute a sum not exceeding £10 per member towards the debts and liabilities of the Trust and the costs and expenses of winding up.

The charity, registered on 14 April 2011, is governed by the terms of its memorandum and articles of association, which established the objects and powers of the charitable company.

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### Organisational Structure

The Centre's organisational structure is lead by the board of directors whose direction is implemented by the Centre Manager supported by two other part time members of staff.

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### Method of appointment of Trustees

New Trustees are recruited with a view to bringing the skills, knowledge and experience required to ensure the charity is well governed. Trustees are elected by the members of the charity attending the Annual General Meeting, or by proxy vote.

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### Induction and training of Trustees

Following appointment, all new trustees attend an induction with the Chairman. The induction includes provision to them of the following material; our Memorandum and Articles of Association, The Hallmarks of an Effective Charity (CC60), The Essential Trustee (CC3), details of the charities management accounts and access to shared company information and files.

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## Objectives and activities

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### Aims and Objectives

The objects of the charity are defined by the Memorandum and Articles of Association as:

“The promotion of community participation in healthy recreation for the benefit of the residents of Sale in the Borough of Trafford and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by the provision of facilities for playing small sided and indoor football.”

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### How our activities deliver Public Benefit

All our charitable activities focus on enabling our local community to lead healthier and happier lives.

Being based in the heart of Sale and only a few hundred yards from the Brooklands Metrolink station, the Centre is easily accessible from all areas of Sale, and much of Trafford and the wider South Manchester area.

Providing very affordable access to the Centre, enables the young

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(from 18months+) to pensioners in their 60s and more to keep fit, socialise and maintain a valued lifestyle. We continue to grow the use by young people whilst still retaining regular users playing into their retirement.

In addition the charity, at selected times, makes the Centre available at no charge to organisations working with the unemployed.

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## Achievements and performance

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### Chairman's Report

for the year ended 30 June 2013

At the heart of the charity and everything we seek to do is our aim to deliver the highest quality, affordable indoor football facility for all members of the surrounding neighbourhood focussing on the local Sale and Trafford community, without distinction of sex, sexual orientation, race or of political, religious or other opinions.

Through this, our second year of operation since taking over the management of the Centre, I am delighted to record that we continue to have regular male and female users from ages 18mths to 70+ years of age. In part, this has been achieved by maintaining tight financial and operational management, allowing us to avoid any increase in charges during the year.

This strategy completely aligns with our desire to maximise the numbers and types of users of the Centre, something we will continue to strive to expand. On the less positive side, I must again report that despite efforts on the part of the charity, our offer to make our facilities available to organisations working with the unemployed at no charge, has, as yet, born no fruit. Renewed efforts in the coming year will hopefully prove more successful.

Following our first year of operation, which focussed on remedying long standing maintenance issues and establishing an effective operational structure, I am delighted to record the significant progress the charity has made in re-investing our surpluses in major improvements.

This year has seen the charity replace two of our three pitch surfaces with very high quality 3G artificial turf. This is a major investment in the future of the Centre, and aligns with our aims of bringing the best facilities for indoor football to the local community at affordable prices.

It is hoped that in the coming year, we will complete the investment in new surfaces, replacing the one remaining long standing pitch surface.

We are continuing to see growth in the use of the Centre, particularly in the winter period, where being indoor is of a significant advantage to our users who include a number of the local youth teams undertaking winter evening training.

On the operational side, the Charity and its employees have experienced mixed fortunes through the year. We were delighted to employ a senior manager to take on the leadership role of Centre Manager at the start of this year which has resulted in a reduction in the operational input from directors. However, a serious illness took its toll and it was mutually agreed that the charity should seek a replacement.

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I am delighted to advise that we have subsequently recruited a new graduate, Matthew Walsh, to fill the Centre Manager role, and equally pleased that the retiring Centre Manager has felt well enough to remain with us in a Duty Manager role. As a result we have a solid team of three staff, lead by the Centre Manager, to take us into the coming year.

It is with some sadness that I must report that two of our directors resigned during the year, Chris Harding following his move abroad and Roger Woodcock (probably the first person to take on the fight to avoid the announced closure of the Centre in 2007). I am sure I speak on behalf of all the directors, members and users of the Centre in expressing my sincere gratitude for all they have done for the Centre.

Maintaining an effective board is of major importance to the charity, and I am delighted to say that we have already acquired the skills provided by Mr D Greaves in joining the board. With a board of 7, providing a broad range of experience and capability, I believe the charity has a solid leadership team in place to direct and ensure the delivery of our objectives.

As mentioned earlier, in summary, it has been a year of ups and some downs, but with major steps forward in staffing and investment, leaving the charity in a significantly stronger position than at the end of our first year (2012).

Whilst much credit must be taken by the Trustees for establishing strong foundations for the charity, I would also wish to recognise the significant contribution made by our staff in enabling us to achieve the positive results from this year, and continuing to facilitate ongoing restructuring of the company aligned to the long term operational viability of the Centre.

Paul Rowland.

Chairman of the Board of Trustees.

Walton Park Indoor Football Centre  
18 September 2013.

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## Financial Review

The statement of financial activities for the year is comprehensively reported on pages 8 to 15.

The consolidated statement of financial activities shows unrestricted income for the year of £71,440 with no restricted income. This resulted in an excess of income over expense of £14,307 which will be retained and used for planned infrastructure improvements.

The performance of the charity is considered to be satisfactory as efforts continue to remedy years of historic under investment by the previous owners of the Centre.

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## Investment Policy

Given the limited funds held by the charity, there has been limited scope or need for investment planning. The continued need for infrastructure investment, will mean for the foreseeable future that income will be spent on important improvements to enable the company to deliver an improving service to our customers and clients.

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## Reserves Policy

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level which equates to approximately three months unrestricted expenditure. This would provide sufficient funds to cover costs and to respond to unexpected events which may arise from time to time. However, given the importance of further infrastructure investment, the trustees believe that it will be some years before the aimed for level of reserves will be consistently achieved and as a result careful attention needs to be maintained on assuring adequate cash flow.

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## Risk Management

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that it is an ongoing focus of the trustees to adopt strategies and processes with the aim of eliminating or mitigating exposure to these risks.

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## Trustees

The directors of the company are also charity trustees for the purposes of charity law. All Trustees give their time voluntarily and receive no benefits from the charity.

The trustees who served during the period were as follows:

Mr P Davies  
Mr D Greaves (from 8 May 2013)  
Mr C Harding (resigned August 2012)  
Mr A Jackson  
Mr P Marsland  
Mr C McKenzie  
Mr D McKenzie  
Mr P Rowland (Chairman)  
Mr R Woodcock (resigned July 2012)

Most trustees are very familiar with the practical work of the charity, including actively working in the operation on a voluntary basis; new trustee candidates are invited and encouraged to attend meetings prior to accepting nomination in order to become more familiar with the aims, objectives and working methods of the charity. We are delighted that we continue to maintain an effective team of directors, despite departures during the year.

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## Trustees' Responsibilities

Law applicable to incorporated charities in England and Wales requires the trustees, who are also the directors of the company, to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the charity and of its financial activities during the year then ended. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the

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financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011 and the Companies Act 2006. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

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## **Disclosure of Information**

So far as each trustee at the date of approval of this report is aware:

There is no relevant financial information of which the company's independent examiner is unaware: and The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant financial information and to establish that the independent examiner is aware of that information.

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## **Independent Examination of accounts**

As allowed under Part 8 of the Charities Act 2011 and Sections 145 and 152 of the Act, Trustees of smaller charities are allowed to opt for this simpler form of external scrutiny in place of audit.

The independent examination provides an external check on the accounts and can be carried out by any person with the relevant ability and experience.

The Trustees are delighted to have used the voluntary assistance provided by Mr P Robinson to undertake this important task

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By order of the Board

Mr P Rowland  
Trustee  
18 September 2013

# Independent examiner's report to the trustees of Walton Park Indoor Football Centre

On accounts for the year ended 30 June 2013

Set out on pages 8 to 15

Respective responsibilities of trustees and examiner The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The 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. The charity is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

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

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

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 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 the Companies Act 2006; and
- which are consistent with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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.

Signed:

Name: Paul Robinson

Relevant professional qualification(s) or body (if any):

ACA

Date: 18 September 2013

Address: 17 Moss Lane, Sale, Cheshire, M33 6QD

Give here brief details of any items that the examiner wishes to disclose None



Walton Park Indoor Football Centre		Charity No (if any)	1141366
Annual accounts for the period			
Period start date	01/07/2012	To	Period end date 30/06/2013

## Section A Statement of financial activities

Recommended categories by activity	Details of own analysis	Note	Restricted			Total this year £	Total last year £
			Unrestricted funds £	income funds £	Endowment funds £		
			F01	F02	F03	F04	F05
<b>Incoming resources (Note 3)</b>							
<b>Incoming resources from generated funds</b>			-	-	-	-	-
Voluntary income		S01	214	-	-	214	545
Activities for generating funds		S02	-	-	-	-	-
Investment income		S03	-	-	-	-	-
<b>Incoming resources from charitable activities</b>		S04	70,613	-	-	70,613	66,287
<b>Other incoming resources</b>		S05	613	-	-	613	255
<b>Total incoming resources</b>		S06	71,440	-	-	71,440	67,087
<b>Resources expended (Notes 4-8)</b>							
<b>Costs of Generating Funds</b>			-	-	-	-	-
Costs of generating voluntary income		S07	-	-	-	-	-
Fundraising trading costs		S08	-	-	-	-	-
Investment management costs		S09	-	-	-	-	-
<b>Charitable activities</b>		S10	56,906	-	-	56,906	55,772
<b>Governance costs</b>		S11	227	-	-	227	3,735
<b>Other resources expended</b>		S12	-	-	-	-	-
<b>Total resources expended</b>		S13	57,133	-	-	57,133	59,507
<b>Net incoming/(outgoing) resources before transfers</b>		S14	14,307	-	-	14,307	7,580
<b>Gross transfers between funds</b>		S15	-	-	-	-	-
<b>Net incoming/(outgoing) resources before other recognised gains/(losses)</b>		S16	14,307	-	-	14,307	7,580
<b>Other recognised gains/(losses)</b>							
Gains and losses on revaluation of fixed assets for the charity's own use		S17	-	-	-	-	-
Gains and losses on investment assets		S18	-	-	-	-	-
<b>Net movement in funds</b>		S19	14,307	-	-	14,307	7,580
<b>Total funds brought forward</b>		S20	7,580	-	-	7,580	-
<b>Total funds carried forward</b>		S21	21,887	-	-	21,887	7,580

## Section B Balance sheet

	Note	Unrestricted funds £	Restricted income funds £	Endowment funds £	Total this year £	Total last year £
		F01	F02	F03	F04	F05
<b>Fixed assets</b>						
<b>Tangible assets (Note 9)</b>	B01	24,341	-	-	24,341	-
	B02	-	-	-	-	-
<b>Investments (Note 10)</b>	B03	-	-	-	-	-
<b>Total fixed assets</b>	B04	24,341	-	-	24,341	-
<b>Current assets</b>						
<b>Stock and work in progress</b>	B05	-	-	-	-	-
<b>Debtors (Note 11)</b>	B06	103	-	-	103	-
<b>(Short term) investments</b>	B07	-	-	-	-	-
<b>Cash at bank and in hand</b>	B08	17,519	-	-	17,519	19,252
<b>Total current assets</b>	B09	17,622	-	-	17,622	19,252
<b>Creditors: amounts falling due within one year (Note 12)</b>	B10	13,445	-	-	13,445	7,528
<b>Net current assets/(liabilities)</b>	B11	4,177	-	-	4,177	11,724
<b>Total assets less current liabilities</b>	B12	28,518	-	-	28,518	11,724
<b>Creditors: amounts falling due after one year (Note 12)</b>	B13	6,631	-	-	6,631	4,144
<b>Provisions for liabilities and charges</b>	B14	-	-	-	-	-
<b>Net assets</b>	B15	21,887	-	-	21,887	7,580
<b>Funds of the Charity</b>						
<b>Unrestricted funds</b>	B16	21,887			21,887	7,580
	B17	-			-	-
<b>Restricted income funds (Note 13)</b>	B18		-		-	-
<b>Endowment funds (Note 13)</b>	B19			-	-	-
<b>Total funds</b>	B20	21,887	-	-	21,887	7,580

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

**Note 1 Basis of preparation****(a) Basis of accounting**

These accounts have been prepared on the basis of historic cost in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005) and applicable Accounting Standards and with the Charities Act.

**(b) recognition of incoming resources**

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

**Note 2 Accounting policies****(c) Incoming resources with related expenditure**

Where incoming resources have related expenditure the resources and related expenditure are reported gross in the SoFA.

The value of any voluntary help received is not included in the accounts but is described in the annual report.

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

**(d) Expenditure and Liabilities**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Governance costs include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

**(e) Assets**

Tangible fixed assets for use by charity are capitalised if they can be used for more than one year, and cost at least

**(f) Irrecoverable VAT**

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

**(g) Charitable activities**

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both the direct and non-pay costs and support costs relating to those activities.

**Note 3**

**Analysis of incoming resources**

		This year	Last year
Analysis		£	£
<b>Voluntary income</b>	Donation	214	545
		-	-
	<b>Total</b>	214	545
<b>Activities for generating funds</b>	Hire of football pitches	70,613	66,287
		-	-
	<b>Total</b>	70,613	66,287
<b>Investment income</b>		-	-
	<b>Total</b>	-	-
<b>Incoming resources from charitable activities</b>		-	-
		-	-
	<b>Total</b>	-	-

**Note 4**

**Analysis of resources expended**

		This year	Last year
Analysis		£	£
<b>Charitable activities</b>	Staff costs	25,791	23,989
	Rent & utility costs	23,929	23,907
	Repairs & sports equipment	1,537	3,198
	Insurance	2,109	1,917
	Office expenses	2,147	1,533
	Other cost	1,393	1,228
		-	-
	<b>Total</b>	56,906	55,772
<b>Governance costs</b>	Professional fees	227	3,735
		-	-
		-	-
	<b>Total</b>	227	3,735

## Note 5 Support Costs

Please complete this note if the charity has analysed its expenses using activity categories and has support costs.

Support cost type	Fundraising activity £	Charitable Activity £	Governance Activity £	Total Cost £
Staff costs	-	25,791	-	25,791
Rent & utility costs	-	23,929	-	23,929
Repairs & sports equipment	-	1,537	-	1,537
Insurance	-	2,109	-	2,109
Office expenses	-	2,147	-	2,147
Other cost	-	1,393	-	1,393
Professional fees	-	-	227	227
<b>Total</b>	<b>-</b>	<b>56,906</b>	<b>227</b>	<b>57,133</b>

## Note 6 Details of certain items of expenditure

### 6.1 Trustee expenses

	This year	Last year
Number of trustees who were paid expenses	Four	Four
Nature of the expenses	Travel, stationery, sports equipment, premise improvements, repairs & maintenance, advertising, office costs	Travel, stationery, sports equipment, premise improvements
Total amount paid	1,000	1,617

### 6.2 Fees for examination or audit of the accounts

	This year £	Last year £
Independent examiner's or auditors' fees for reporting on the accounts	None	None
Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor	None	None

**Note 7****Paid employees****7.1 Staff Costs**

	<b>This year £</b>	<b>Last year £</b>
<b>Gross wages, salaries and benefits in kind</b>	25,073	21,938
<b>Employer's National Insurance costs</b>	719	2,051
<b>Pension costs</b>	-	-
<b>Total staff costs</b>	<b>25,792</b>	<b>23,989</b>

**7.2 Average number of full-time equivalent employees in the year**

	<b>This year Number</b>	<b>Last year Number</b>
<b>The parts of the charity in which the employees work</b>		
<b>Fundraising</b>	-	-
<b>Charitable Activities</b>	2	1
<b>Governance</b>	-	-
<b>Other</b>	-	-
<b>Total</b>	<b>2</b>	<b>1</b>

**Note 9 Tangible fixed assets***Please complete this note if the charity has any tangible fixed assets***9.1 Cost or valuation**

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Payments on account and assets under construction	Total
	£	£	£	£	£	£
Balance brought forward	-	-	-	-	-	-
Additions	25,667	-	-	300	-	25,967
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers *	-	-	-	-	-	-
Balance carried forward	25,667	-	-	300	-	25,967

**9.2 Accumulated depreciation and impairment provisions**

<b>**Basis</b>	SL	SL or RB	SL or RB	SL	SL or RB
<b>** Rate</b>	10 Years			5 Years	

Balance brought forward	-	-	-	-	-	-
Depreciation charge for year	1,576	-	-	50	-	1,626
Impairment provisions	-	-	-	-	-	-
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers*	-	-	-	-	-	-
Balance carried forward	1,576	-	-	50	-	1,626

**9.3 Net book value**

Brought forward	-	-	-	-	-	-
Carried forward	24,091	-	-	250	-	24,341

\*\* The method of depreciation is Straight Line (SL = straight line; RB = reducing balance).

**Note 11 Debtors and prepayments**

Analysis of debtors	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Trade debtors	70	0	0	0
Prepayments and accrued income	33	0	0	0
<b>Total</b>	<b>103</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Note 12 Creditors and accruals**

*Please complete this note if the charity has any creditors or accruals.*

**12.1 Analysis of creditors**

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Loans and overdrafts	6,680	3,347	6,631	4,144
Trade creditors	621	1,316	-	-
Other creditors	1,463	1,831	-	-
Accruals and deferred income	4,681	1,034	-	-
<b>Total</b>	<b>13,445</b>	<b>7,528</b>	<b>6,631</b>	<b>4,144</b>