

# Boccia England

REPORT AND FINANCIAL STATEMENTS

For the year ended 31 March 2017

# **Boccia England**

Registered Company Number: 06823256 (England and Wales)  
Registered Charity Number: 1139174

**Boccia England**  
**REPORT AND FINANCIAL STATEMENTS**

For the year ended 31 March 2017

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# Boccia England

## LEGAL AND ADMINISTRATIVE INFORMATION

For the year ended 31 March 2017

### Trustees

M Else – Chair of the Board

Mr A Morgan – Treasurer and Company Secretary

Mrs A Cradock

Ms A White

Ms L Templeton

Mrs K Pearce (nee Neal)

Mr J Hope (appointed August 2016)

Mr M Hussey (appointed August 2016)

Mr D Newton (appointed August 2016)

Mr M Llewellyn (resigned May 2016)

Mr I Woodward (resigned May 2016)

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### Chief Executive

Chris Ratcliffe (appointed September 2016)

Jerome Pels (interim appointment -May - September 2016)

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### Registered Office

8 Heathcoat Building  
Nottingham Science Park  
University Boulevard

Nottingham

Nottinghamshire

NG7 2QJ

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### Auditors

Bates Weston Audit Ltd

The Mills

Canal Street

Derby

DE1 2RJ

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### Bankers

Barclays Bank PLC

Leicester

LE87 2BB

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### Solicitors

Thomas Eggar LLP

Brunel House

22 Brunswick Place

Southampton

Hampshire SO15 2AQ

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## **Boccia England**

### **CHAIR'S REPORT**

For the year ended 31 March 2017



On behalf of the Board of Trustees, I am pleased to present our annual report for 2016-17. This has been another year of change and boccia continues to flourish at all levels throughout England.

Our strategy 'Playing Boccia, Changing Lives' which was launched last year provides a clear sense of focus for the work we will undertake over the next few years. The strategy set the context for our submission to Sport England to fund our Core Market work in 2017-21 where we were successful in securing the necessary funds to ensure that we can work towards achieving our ambitions as set out in our delivery plan.

Over the past 12 months, Boccia England (BE) has seen a 17% growth in those participating in boccia, with 4,200 players regularly participating in our various competitions and events. It is especially pleasing to see that our under 19s programme, supported by the Lords Taverner's and BOOST has reached even more young people across many more counties.

We continue to work hard to raise the profile of boccia and the website reaches out to over 3,735 active users a month from all over the world, a 30% increase on the previous year. Our BE Facebook page has an audience of 363,049 unique users and 3,700 followers on twitter.

In September we also celebrated our first ever 'National Boccia Day' on the back of the Paralympics held in Rio. This event promoted boccia more widely in the public domain, shopping centres for example and many members of the public were introduced to boccia for the first time, helping to raise awareness of our sport.

Without our volunteers it would simply not be possible to continue to grow the sport. Through our training courses last year we trained 1,084 individuals as leaders, officials and a significant milestone in our workforce development programme was our newly developed Level 3 Officials course which saw 10 individuals successfully complete this award.

Boccia England's dedicated volunteers and officials underpin all of the work we do and, as usual, huge thanks go out to them from the board and staff.

In addition we have seen the development of our talent programme becoming aligned with the UK Performance Player Pathway in partnership with Boccia UK. We now have academies in place to provide talented players with additional coaching support, helping them to fulfil their full potential.

## **Boccia England**

Thanks to our staff, who continue to impress not only the board, but all partner organisations, with their work ethic, ingenuity and professionalism.

As Chair, I particularly want to thank all the Trustees for their fantastic support and hard work over the year. In particular, I want to welcome our new trustees, Dan Newton, Matthew Hussey and John Hope who bring additional knowledge and skills to the Board.

The organisation is extremely grateful to all the individuals, charitable trusts and organisations which have supported our work in 2016-17. Particular thanks are expressed to the following their financial support:

- Sport England
- Lords Taverners
- BOOST
- Youth Sport Trust
- St James Place
- Irwin Mitchell

The Board continue to be committed to ensuring that all current and future boccia players can enjoy the sport and achieve their full potential.

Maggie Else  
Chair of the Board

Date:.....

## **REPORT OF THE TRUSTEES**

For the year ended 31 March 2017

The Trustees are pleased to present their annual Directors' report together with the consolidated financial statements of the charity for the year ending 31 March 2017 which are also prepared to meet the requirements for a Directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and 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).

### **Statement of Trustees Responsibilities**

The Trustees (who are the directors of the charitable company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the surplus or deficit of the charitable company for that year. 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;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business; and
- Observe methods and principles in the charity SORP

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Provision of Information to Auditors**

So far as the Trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each Trustee has taken all the steps that they ought to have taken as a Trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information.

### **Status**

Boccia England was established as a charitable company limited by guarantee (No.6823256 (England and Wales) in November 2008 and achieved charitable status (No. 1139174) in November 2010. The charitable company is limited by guarantee without having a share capital and the liability of the members is limited to £1 each. The charitable company is governed by its Articles of Association.

# **Boccia England**

## **Charitable Activities**

The Board presents its report and the financial statements for the charitable company for the year ended 31 March 2017. Activities and achievements against strategic priorities are given below.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Code for Sports Governance**

Sport England introduced a mandatory set of requirements for those organisations seeking public funding, as required by the Government in its 2015 strategy Sporting Future. A Code for Sports Governance was launched in 2016 by Sport England setting out five principles of good governance based on;

- Structure
- People
- Communication
- Standards and Conduct
- Policies and Processes

Boccia England was required to undertake a self-assessment against the Code as part of its funding conditions with Sport England. A number of areas have been identified where changes are required and an action plan is in place signed off by Sport England to fulfil the full requirements of the Code by November 2017.

Boccia England is committed to ensuring that there is a minimum of 30% of each gender on its Board as well as progressing towards achieving greater diversity generally on the Board to include (but not limited to) members of the Black, Asian, Minority ethnic (BME) communities and people with disabilities.

### **Appointment of Directors/Trustees**

The Directors of the charitable company (the charity) are the Trustees for the purpose of charity law. The Board is responsible for the management of the Company. The Board can consist of up to nine members but not less than three. Under the Articles of Association, approved at the Annual General Meeting (AGM) in October 2013, one third of the trustees should be independent.

Directors shall be appointed for a period of four years and shall be eligible for re-election at the end of the first four year term, but no director shall be appointed for more than eight consecutive years unless there are no other appropriately qualified persons prepared to undertake the role, when an appointment of a further four years will be allowed.

The Directors will be responsible for the appointment of the Chair who shall be responsible for the leadership of the Board.

The terms of office of the directors in office at the AGM in November, 2017 will expire as follows:

- 1) A Cradock, and A Morgan at the AGM in 2017;
- 2) M Else (Chair) A White and K Neal at the AGM in 2018;
- 3) L Templeton at the AGM2019
- 4) J Hope, D Newton and M Hussey at the AGM in 2020

# **Boccia England**

## **Trustee Induction and Training**

The Board keeps under review its composition and tries to ensure that it has the necessary skills to meet the changing needs of the organisation. This will be through training, recruitment, by co-option of individuals with appropriate skills, with a view to election at the following AGM.

The development of the Board is a priority for the organisation. This is addressed through an action plan that guides the development and training of the Board and Trustees, ensuring the organisation remains fit for purpose.

## **Organisation**

The Board of Trustees administers the charity. The Board meets quarterly and there are two sub-committees, covering governance and sport development, which also meet quarterly.

The Chief Executive is appointed by the Trustees and manages the day to day operations of the charity, working within delegated powers approved by the Trustees. This includes the day to day management, finance, employment, and sports development activities.

## **Risk Management**

The Trustees quarterly consider the major risks to which the charity is exposed and have reviewed those risks and established systems and procedures to manage them.

## **Public Benefit**

The Trustees have considered their duties under section 3 of the Charities Act 2011 and have determined that they have complied with their duty to have due regard to the Charity Commission's guidance on public benefit, when pursuing the charities aims and objectives.

## **OUR PURPOSES AND ACTIVITIES**

The purposes of the charity aims and activities undertaken for public benefit are:

- The promotion of community participation in healthy recreation in particular by the provision of facilities and equipment for the playing of boccia.
- The advancement of education including physical education [of all residents in the United Kingdom] in the sport of boccia [regardless of their race, gender or disability] by the provision of facilities and equipment for the sport of boccia.
- The relief of need of people with disabilities in particular by the provision of facilities and equipment for the playing of boccia.
- The advancement of boccia as an amateur sport by the provision of facilities and equipment for the sport of boccia.

The vision that shapes our annual activities remains the promotion and fostering of knowledge and appreciation of the sport of Boccia by the provision of facilities for the education and recreation of the public in the sport. The charity also has the general aim of contributing to the quality of life of the people with disabilities by expanding their horizons through the provision of exciting, challenging and accessible professional and community sports events.

In shaping our objectives for the year and planning our activities, the Trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'. Boccia England relies on grants and the income from fees and charges to cover its operating costs. Affordability and access to our programme is important to us and is reflected in our pricing policy set out in detail later in this report.

## **Boccia England**

Either directly or through third parties (i.e. strategic partners, schools and clubs etc.), we endeavour to encourage our activities to be fully inclusive and enjoyed by all across the whole spectrum of the community of people with physical and mental challenges.

### **OUR VOLUNTEERS**

Boccia England is very involved in the community and relies on voluntary help. Over 150 volunteers assist with officiating at events, coaching athletes and supporting the organisation in a variety of ways. We wish to thank them all for their loyal support and service.

We take the views of our Members, sponsors, supporters and spectators very seriously and without compromising the integrity of the programmes we seek to respect the diverse ethnic, faith, sexual orientation, and lifestyles of our community and audience.

### **ACHIEVEMENT AND PERFORMANCE**

#### **PARTICIPATION (2015/16 in brackets)**

Boccia England has seen a continued growth with 4192 (3572) regular participants taking part in our programmes over the year exceeding its target by 30%. Our National League continues to grow with 99 (87) teams all striving for a place in our super league.

Our work with schools through our under 19's programme saw 750 (698) teams from 409 schools taking part in 42 (38) County Competitions with 3453 competitors.

#### **INFRASTRUCTURE (2015/16 in brackets)**

There are now 73 (59) member Clubs. This represents a growth of 23% with 15 (11) of these clubs achieving Boccia England Club Accreditation.

8 target areas of Club Development work, delivering training, boccia sessions and establishing and strengthening clubs to provide more opportunities for people to play boccia.

22 (13) young people attended the Youth Sport Trusts National Talent camp for players, officials and coaches.

Organised 10 young leaders awards with 138 delegates

Organised 11 young officials courses with 164 delegates

Trained a further 390 young officials via the Lord Taverners programme

Organised 19 (28) Leaders Awards courses, with 294 (366) delegates.

33(47) coaches trained to Level 1 Certificate in Coaching Boccia

8 (8) coaches trained to Level 2 Certificate in Coaching Boccia

47 (59) Regional Officials trained to Level 1

10 (0) National Officials trained to Level 3

## Boccia England

### ROLL OF HONOUR

#### Individual National Champions

| Placing               | Bc1           | Bc2            | Bc3           | Bc4            |
|-----------------------|---------------|----------------|---------------|----------------|
| 1 <sup>st</sup> Place | David Smith   | Reshad Saraj   | Jess Hunter   | Penny Froude   |
| 2 <sup>nd</sup> Place | Andrew Morgan | Aran Guthrie   | Chris Jackson | Lewis Hammans  |
| 3 <sup>rd</sup> place | Jabe Peake    | Patrick Mawson | Lewis Fisher  | Joshua Wilkins |

#### Team Competitions

| Placing               | Super League Champions | National League Champions | School Pan Disability Champions | School Physical Disability Champions |
|-----------------------|------------------------|---------------------------|---------------------------------|--------------------------------------|
| 1 <sup>st</sup> Place | Southern All Stars     | Jorvik Boccia             | Little Heath School             | Arbour Vale                          |
| 2 <sup>nd</sup> Place | The Breakaways         | Camboccia                 | Arbour Vale                     | Victoria Education Centre            |
| 3 <sup>rd</sup> Place | Pauls Place            | Bury Aces                 | Trinity School                  | Angmering                            |

#### England Representatives at 2016 GB Championships

| Bc1   | Bc2   | Bc3  | Bc4  |
|---|---|--|--|
| David Smith (1 <sup>st</sup> )<br>Andrew Morgan(2 <sup>nd</sup> )<br>Tia Ruel(4 <sup>th</sup> ) | Nigel Murray (1 <sup>st</sup> )<br>Aran Guthrie (2 <sup>nd</sup> )<br>Reshad Saraj (6 <sup>th</sup> )<br>William Hipwell(9 <sup>th</sup> )<br>Patrick Mason (10 <sup>th</sup> ) | Rich Amos (4 <sup>th</sup> )<br>Jess Hunter (5 <sup>th</sup> )<br>Chris Jackson (7 <sup>th</sup> )<br>Lewis Fisher (10 <sup>th</sup> ) | Evie Edwards (3 <sup>rd</sup> )<br>Joshua Wilkins (4 <sup>th</sup> )<br>Louis Saunders (6 <sup>th</sup> )<br>Lewis Hammons (7 <sup>th</sup> )<br>Penny Fronde (9 <sup>th</sup> ) |

#### International Roll Call

| Belgium –Papa Champs BC3 International        | Poland – Poznan International Open  | Russia – Under 23's International Invitational   | Slovakia – Tatra Cup  |
|---|---|--|---|
| Richard Amos<br>Chris Jackson<br>Lewis Fisher | Tia Ruel<br>Jabe Peake<br>Aran Guthrie<br>Reshad Seraj<br>Lewis Fisher<br>Rich Amos<br>Josh Wilkins<br>Penny Froude | Tia Ruel<br>Tim Hayes<br>Aran Guthrie<br>Lewis Fisher<br>Matt Berry<br>Lewis Hammans<br>Josh Wilkins<br>Louis Saunders<br>Murray Field | Jabe Peake<br>Zoe Robinson<br>James Clowes<br>Craig Johnson |

## **Boccia England**

### **PERFORMANCE AND TALENT (2015/16 figures in brackets)**

#### **Academies**

There are 5 Athlete Academies currently in place, giving frequent coaching to BC1-4 players with 63 talented players signed up to the programme. Each Academy offers BC1-4s with more frequent and sustainable coaching in their local area. These academies are based in Gloucestershire, University of Hertfordshire, Sheffield Hallam and University of Surrey and Percy Hedley school in the North East.

The Players who have been assessed to have the potential to be part of Boccia England's talent programme are usually identified via our regional assessments where 346 (181) players were assessed during 2016/17 via area assessments through the Under 19's programme, spinal injury rehabilitation centres, boccia clubs and a physical disability boccia day organised by Boccia England

#### **England and Lions Squad**

The England and Lions squad participated in 10 Training Camps throughout the year and competed in 4 international competitions in Belgium, Poland, Russia and Slovakia.

#### **TASS and Unlock**

6 of our more talented Athletes benefitted from successful applications for additional services for athletes under the Talent Athlete Scholarship Scheme to provide each athlete with further support to help them fulfil their potential.

### **FINANCE**

#### **Our pricing policy**

It is recognised that in many cases our athletes are financially disadvantaged due to high personal living costs therefore our pricing policy reflects our strategy of enabling all within our community, whatever their means to take part in our activities.

#### **Investment powers and policy**

Having regard to the liquidity requirements of operating Boccia England, the trustees, have kept available funds in an interest-bearing deposit account and seek to achieve a rate on deposit which matches or exceeds inflation as measured by the retail prices index. Due to wider economic circumstances deposit rates have been depressed and so this aim was not achieved in the year. The invested funds held on deposit achieved an average rate of 0.38% against the retail price index of 1.4% for the year.

#### **Reserves policy and going concern**

Reserves are needed to bridge the gap between the spending and receiving of income and to cover unplanned emergency repairs and other expenditure. The trustees consider that the ideal level of reserves as at 31 March 2017 would be 6 months operating reserves.

The Trust had unrestricted reserves of £270,081 as at 31st March, 2017.

Our balance sheet remains strong with net assets of £271,831.

## **Boccia England**

The Trustees have reviewed the circumstances of Boccia England and consider that adequate resources continue to be available to fund the activities of the Trust for the foreseeable future. The trustees are of the view that Company is a going concern following confirmation of funding from Sport England for 2017/21. This is further complimented by our successful award from Children in Need for 2017/20.

With a fundraising strategy in place Boccia England will continue to seek funding from other sources to ensure that sufficient resources are secured to meet its strategic objectives.

The Trustees are satisfied that foundations are in place to ensure that Boccia England continues to achieve its charitable objectives for the foreseeable future.

.....  
Maggie Else  
Chair of the Board

## **Boccia England**

### **REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF BOCCIA ENGLAND**

We have audited the financial statements of Boccia England for the year ended 31 March 2017 on pages 14 to 24. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of trustees and auditors**

As explained more fully in the Statement of Trustees Responsibilities set out on page 5, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

#### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Trustees to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

#### **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2017 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### **Opinion on other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements, and the Report of the Trustees has been prepared in accordance with applicable legal requirements.

## Boccia England

### REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF BOCCIA ENGLAND

#### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
  - the financial statements are not in agreement with the accounting records and returns;
- or
- certain disclosures of trustees' remuneration specified by law are not made; or
  - we have not received all the information and explanations we require for our audit; or
  - the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Wayne Thomas ACA (Senior Statutory Auditor)  
for and on behalf of Bates Weston Audit Ltd  
Statutory Auditors  
Chartered Accountants  
The Mills  
Canal Street  
Derby  
DE1 2RJ

Date: .....

## Boccia England

### STATEMENT OF FINANCIAL ACTIVITIES (incorporating the income and expenditure account) For the year ended 31 March 2017

|                                      |   | Unrestricted<br>fund<br>£ | Restricted<br>fund<br>£ | 2017<br>Total funds<br>£ | 2016<br>Total funds<br>£ |
|--------------------------------------|---|---------------------------|-------------------------|--------------------------|--------------------------|
| Notes                                |   |                           |                         |                          |                          |
| <b>Incoming and endowments from:</b> |   |                           |                         |                          |                          |
| Donations and legacies               | 2 | 4,708                     | 533,849                 | 538,557                  | 525,755                  |
| Charitable activities                | 3 | 113,461                   | -                       | 113,461                  | 108,694                  |
| Investments                          |   | 1,276                     | -                       | 1,276                    | 1,704                    |
| Other                                |   | <u>9,100</u>              | <u>-</u>                | <u>9,100</u>             | <u>11,805</u>            |
| <b>Total income and endowments</b>   |   | <u>128,545</u>            | <u>533,849</u>          | <u>662,394</u>           | <u>647,958</u>           |
| <br>                                 |   |                           |                         |                          |                          |
| <b>Expenditure on:</b>               |   |                           |                         |                          |                          |
| Raising Funds                        | 4 | 52,432                    | -                       | 52,432                   | 63,250                   |
| Charitable activities                | 5 | <u>76,505</u>             | <u>530,789</u>          | <u>607,294</u>           | <u>583,327</u>           |
| <b>Total expenditure</b>             |   | <u>128,937</u>            | <u>530,789</u>          | <u>659,726</u>           | <u>646,577</u>           |
| <b>NET INCOMING/(EXPENDITURE)</b>    |   | (392)                     | 3,060                   | 2,668                    | 1,381                    |
| <b>Transfers between funds</b>       |   | <u>3,060</u>              | <u>(3,060)</u>          | <u>-</u>                 | <u>-</u>                 |
| <b>NET MOVEMENT IN FUNDS</b>         |   | 2,668                     | -                       | 2,668                    | 1,381                    |
| <br>                                 |   |                           |                         |                          |                          |
| <b>RECONCILIATION OF FUNDS:</b>      |   |                           |                         |                          |                          |
| <b>Total funds brought forward</b>   |   | <u>267,413</u>            | <u>1,750</u>            | <u>269,163</u>           | <u>267,782</u>           |
| <b>TOTAL FUNDS CARRIED FORWARD</b>   |   | <u>270,081</u>            | <u>1,750</u>            | <u>271,831</u>           | <u>269,163</u>           |

The notes on pages 17 to 24 form part of these financial statements.

## Boccia England

### BALANCE SHEET As at 31 March 2017

|                                     | Notes | £               | 2017<br>£      | £                | 2016<br>£      |
|-------------------------------------|-------|-----------------|----------------|------------------|----------------|
| <b>FIXED ASSETS</b>                 |       |                 |                |                  |                |
| Tangible assets                     | 10    |                 | 17,066         |                  | 15,270         |
| <b>CURRENT ASSETS</b>               |       |                 |                |                  |                |
| Stock                               |       | 19,955          |                | 23,965           |                |
| Current asset investments           | 11    | 191,461         |                | 235,926          |                |
| Debtors                             | 12    | 44,861          |                | 44,378           |                |
| Cash at bank and in hand            |       | <u>90,341</u>   |                | <u>61,588</u>    |                |
|                                     |       |                 | 346,618        |                  | 365,857        |
| <b>CREDITORS</b>                    |       |                 |                |                  |                |
| Amounts falling due within one year | 13    | <u>(91,853)</u> |                | <u>(111,964)</u> |                |
| <b>NET CURRENT ASSETS</b>           |       |                 | <u>254,765</u> |                  | <u>253,893</u> |
| <b>NET ASSETS</b>                   |       |                 | <u>271,831</u> |                  | <u>269,163</u> |
| <b>FUNDS</b>                        |       |                 |                |                  |                |
| Unrestricted funds                  | 15    |                 | 270,081        |                  | 267,413        |
| Restricted funds                    |       |                 | <u>1,750</u>   |                  | <u>1,750</u>   |
|                                     |       |                 | <u>271,831</u> |                  | <u>269,163</u> |

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102).

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

.....  
M Else – Chair of the Board

.....  
A White – Chair of the Governance Sub-committee

The notes on pages 17 to 24 form part of these financial statements.

Registered Company Number: 06823256 (England and Wales)

Registered Charity Number: 1139174

## Boccia England

### STATEMENT OF CASH FLOW For the year ended 31 March 2017

|  | Notes | 2017<br>£      | 2016<br>£      |
|--|-------|----------------|----------------|
| <b>Net cash used in operating activities</b>           | 18    | (11,216)       | 63,982         |
| <b>Cash flows from investing activities</b>            |       |                |                |
| Interest income  |       | 1,144          | 1,367          |
| Purchase of tangible fixed assets                      |       | <u>(5,640)</u> | <u>(4,381)</u> |
| <b>Net cash provided by investing activities</b>       |       | <u>(4,496)</u> | <u>(3,014)</u> |
| <b>Cash flows from financing activities</b>            |       | <u>-</u>       | <u>-</u>       |
| <b>Change in cash and cash equivalents in the year</b> |       | (15,712)       | 60,968         |
| <b>Cash and cash equivalents brought forward</b>       |       | <u>297,514</u> | <u>236,546</u> |
| <b>Cash and cash equivalents carried forward</b>       |       | <u>281,802</u> | <u>297,514</u> |

# Boccia England

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2017

### 1. ACCOUNTING POLICIES

#### Accounting convention

The charity constitutes a public entity as defined by FRS102. The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2015.

#### Company status

The charity is a company limited by guarantee. The members of the company are the Trustees named on page 2. 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.

#### Incoming resources

All incoming resources are included on 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

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

#### Tangible fixed assets

Tangible fixed assets are stated at original cost less accumulated depreciation. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

|                    |                           |
|--------------------|---------------------------|
| Office equipment   | - 15% on reducing balance |
| Computer equipment | - 20% on reducing balance |

#### 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.

# Boccia England

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2017

### 1. ACCOUNTING POLICIES (continued)

#### Foreign currencies

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of transaction. Exchange differences are taken into account in arriving at the operating result.

#### Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

#### 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.

#### Basis of allocation of expenditure

The expenses were allocated between restricted and unrestricted funds based on the grants received and the purpose for which the grants were awarded. Where this was not possible the expenses were allocated based on management estimates.

### 2. INCOME FROM DONATIONS AND LEGACIES

|           | 2017<br>£      | 2016<br>£      |
|-----------|----------------|----------------|
| Donations | 4,708          | 3,392          |
| Legacies  | -              | 821            |
| Grants    | <u>533,849</u> | <u>521,542</u> |
|           | <u>538,557</u> | <u>525,755</u> |

Income from donations and legacies was £538,557 (2016: £525,755) of which £4,708 was unrestricted (2016: £11,608) and £533,849 was restricted (2016: £514,417).

### 3. INCOME FROM CHARITABLE ACTIVITIES

|                            | 2017<br>£      | 2016<br>£      |
|----------------------------|----------------|----------------|
| Product sales              | 58,508         | 55,537         |
| Membership fees            | 9,510          | 8,243          |
| Course fees                | 26,481         | 33,579         |
| Competition and other fees | <u>18,963</u>  | <u>11,335</u>  |
|                            | <u>113,462</u> | <u>108,694</u> |

Income from charitable activities was £113,462 (2016: £108,694) all of which was unrestricted in both years.

## Boccia England

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2017

#### 4. RAISING FUNDS

|         | 2017<br>£     | 2016<br>£     |
|---------|---------------|---------------|
| Trading | 36,146        | 38,020        |
| Courses | <u>16,286</u> | <u>25,230</u> |
|         | <u>52,432</u> | <u>63,250</u> |

The cost of raising funds was £52,432 (2016: £63,250) all of which was unrestricted in both years.

#### 5. CHARITABLE ACTIVITIES

|                         | 2017<br>£      | 2016<br>£      |
|-------------------------|----------------|----------------|
| Participation programme | 368,562        | 350,244        |
| Talent programme        | 64,903         | 63,906         |
| Reward and Incentive    | 44,669         | 36,660         |
| Support                 | <u>129,160</u> | <u>132,517</u> |
|                         | <u>607,294</u> | <u>583,327</u> |

Expenditure on charitable activities was £607,294 (2016: £583,327) of which £76,505 was unrestricted (2016: £76,226) and £530,789 was restricted (2016: £507,701).

#### 6. SUPPORT COSTS

|                             | 2017<br>£      | 2016<br>£      |
|-----------------------------|----------------|----------------|
| Staff costs                 | 30,283         | 13,053         |
| Premises costs              | 20,297         | 17,059         |
| Governance costs            | 13,241         | 13,354         |
| Office administration costs | 8,646          | 7,891          |
| Insurance                   | 9,446          | 12,858         |
| Audit and accountancy       | 15,770         | 17,619         |
| Consultancy                 | 13,801         | 2,044          |
| Depreciation                | 3,844          | 3,321          |
| VAT costs                   | -              | 26,192         |
| Other                       | <u>13,832</u>  | <u>19,126</u>  |
|                             | <u>129,160</u> | <u>132,517</u> |

#### 7. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

|                             | 2017<br>£  | 2016<br>£  |
|-----------------------------|------------|------------|
| Auditors' remuneration      | 4,500      | 4,500      |
| Depreciation - owned assets | 3,844      | 3,321      |
| Hire of plant and machinery | <u>857</u> | <u>857</u> |

## Boccia England

### NOTES TO THE FINANCIAL STATEMENTS - CONTINUED

For the year ended 31 March 2017

#### 8. TRUSTEES' AND KEY MANAGEMENT PERSONNEL REMUNERATION AND EXPENSES

There were no trustees' remuneration or other benefits for the year ended 31 March 2017 nor for the year ended 31 March 2016.

The total amount of employee benefits received by key management personnel is £55,821 (2016: £54,632). The Trust considers its key management personnel comprise the Chief Executive.

##### Trustees' expenses

During the year, the trustees/directors, were reimbursed for expenses incurred on behalf of the charity as follows:

|             | 2017         | 2016         |
|-------------|--------------|--------------|
|             | £            | £            |
| A Morgan    | 1,602        | 1,574        |
| M Else      | 1,773        | 874          |
| A Cradock   | 1,146        | 1,159        |
| T Gentleman | -            | 692          |
| A White     | 1,184        | 1,519        |
| I Woodward  | 139          | 1,155        |
| L Templeton | 902          | 486          |
|             | <u>6,746</u> | <u>7,459</u> |

During the year, A Cradock was paid £452 (2016 - £505) and L Templeton was paid £240 (2016 - £722) for various courses that they delivered. In addition, M Else was paid £3,094 (2016 - £nil) for acting as interim CEO.

#### 9. STAFF COSTS

|                       | 2017           | 2016           |
|-----------------------|----------------|----------------|
|                       | £              | £              |
| Wages and salaries    | 255,811        | 223,465        |
| Social security costs | 21,354         | 19,378         |
| Other pension costs   | <u>19,407</u>  | <u>28,951</u>  |
|                       | <u>296,572</u> | <u>271,794</u> |

The average monthly number of employees during the year was as follows:

|  | 2017     | 2016     |
|--|----------|----------|
| Charitable activities                    | 7        | 6        |
| Management and administration of charity | <u>2</u> | <u>2</u> |
|  | <u>9</u> | <u>8</u> |

No employees received emoluments in excess of £60,000.

Group personal pension scheme was introduced for staff in April 2013. The pension costs are the employer contribution to the scheme.

## Boccia England

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2017

#### 10. TANGIBLE FIXED ASSETS

|                       | Office<br>equipment<br>£ | Computer<br>equipment<br>£ | Totals<br>£   |
|-----------------------|--------------------------|----------------------------|---------------|
| <b>COST</b>           |                          |                            |               |
| At 1 April 2016       | 12,641                   | 18,035                     | 30,676        |
| Additions             | <u>-</u>                 | <u>5,640</u>               | <u>5,640</u>  |
|                       | <u>12,641</u>            | <u>23,675</u>              | <u>36,316</u> |
| <b>DEPRECIATION</b>   |                          |                            |               |
| At 1 April 2016       | 5,887                    | 9,519                      | 15,406        |
| Charge for year       | <u>1,013</u>             | <u>2,831</u>               | <u>3,844</u>  |
| At 31 March 2017      | <u>6,900</u>             | <u>12,350</u>              | <u>19,250</u> |
| <b>NET BOOK VALUE</b> |                          |                            |               |
| At 31 March 2017      | <u>5,741</u>             | <u>11,325</u>              | <u>17,066</u> |
| At 31 March 2016      | <u>6,754</u>             | <u>8,516</u>               | <u>15,270</u> |

#### 11. CURRENT ASSET INVESTMENTS

|                                 | 2017<br>£      | 2016<br>£      |
|---------------------------------|----------------|----------------|
| Cash held on short term deposit | <u>191,461</u> | <u>235,926</u> |

#### 12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

|                              | 2017<br>£     | 2016<br>£     |
|------------------------------|---------------|---------------|
| Trade debtors                | 17,534        | 14,029        |
| Taxation and social security | -             | 161           |
| Other debtors                | <u>27,327</u> | <u>30,188</u> |
|                              | <u>44,861</u> | <u>44,378</u> |

## Boccia England

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2017

#### 13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

|                              | <b>2017</b>   | 2016           |
|------------------------------|---------------|----------------|
|                              | <b>£</b>      | £              |
| Trade creditors              | 41,236        | 38,793         |
| Taxation and social security | 5,499         | 6,177          |
| Other creditors              | <u>45,119</u> | <u>66,994</u>  |
|                              | <u>91,854</u> | <u>111,964</u> |

Included within other creditors is £10,600 of deferred income. The movement can be analysed as follows:

|                  |               |
|------------------|---------------|
| Balance b/fwd    | 44,944        |
| Released in year | (44,944)      |
| Provided in year | <u>10,600</u> |
| Balance c/fwd    | <u>10,600</u> |

#### 14. FINANCIAL COMMITMENTS

At 31 March 2017 the charity had annual commitments under non-cancellable leases as follows:

|                      | <b>2017</b>  | 2016         |
|----------------------|--------------|--------------|
|                      | <b>£</b>     | £            |
| <b>Expiry date:</b>  |              |              |
| Less than one year   | 5,607        | 5,607        |
| One to five years    | -            | 857          |
| More than five years | <u>-</u>     | <u>-</u>     |
|                      | <u>5,607</u> | <u>6,464</u> |

Of the above commitments, £4,750 (2016: £4,750) related to land and buildings and £857 (2016: £1,714) related to other plant and machinery.

## Boccia England

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2017

#### 15. MOVEMENT IN FUNDS

|                           | At 1 April<br>2016<br>£ | Income<br>£           | Expenditure<br>£        | Transfers<br>£  | At 31 March<br>2017<br>£ |
|---------------------------|-------------------------|-----------------------|-------------------------|-----------------|--------------------------|
| <b>Unrestricted funds</b> |                         |                       |                         |                 |                          |
| General reserve           | <u>267,413</u>          | <u>128,545</u>        | <u>(128,937)</u>        | <u>3,060</u>    | <u>270,081</u>           |
| <b>Restricted Funds</b>   |                         |                       |                         |                 |                          |
| Sport England             | -                       | 478,682               | (470,919)               | (7,763)         | -                        |
| The Lord Taverners        | -                       | 35,067                | (38,361)                | 3,294           | -                        |
| BOOST Charitable Trust    | -                       | 15,000                | (16,409)                | 1,409           | -                        |
| Other                     | <u>1,750</u>            | <u>5,100</u>          | <u>(5,100)</u>          | <u>-</u>        | <u>1,750</u>             |
|                           | <u>1,750</u>            | <u>533,849</u>        | <u>(530,789)</u>        | <u>(3,060)</u>  | <u>1,750</u>             |
| <b>Total Funds</b>        | <u><u>269,163</u></u>   | <u><u>662,394</u></u> | <u><u>(659,726)</u></u> | <u><u>-</u></u> | <u><u>271,831</u></u>    |

The general reserve represents the free funds of the charity which are not designated for particular purposes.

The Sport England Fund supports delivery of the Whole Sport Plan, focussed on developing and promoting the sport, increasing participation and helping those with the talent and potential, to improve.

The Lord Taverners supports the Under 19s Physical disability programme and the employment of a Junior Development Manager.

The BOOST Charitable Trust supports the organisation and costs of running the national pan-disability league.

Funds received are expended for their intended purpose, in most cases within the same financial year.

## Boccia England

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2017

#### 16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

|   | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>£     |
|---|----------------------------|--------------------------|----------------|
| <b>Fund balances at 31 March 2017 are represented by:</b> |                            |                          |                |
| Tangible fixed assets                                     | 17,066                     | -                        | 17,066         |
| Current assets  | 334,269                    | 12,350                   | 346,619        |
| Current liabilities                                       | (81,253)                   | (10,600)                 | (91,853)       |
|   | _____                      | _____                    | _____          |
| <b>TOTAL NET ASSETS</b>                                   | <u>270,082</u>             | <u>1,750</u>             | <u>271,832</u> |

#### 17. CONTROL RELATIONSHIPS

The charity is controlled by the board of trustees.

#### 18. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

|   | 2017<br>£       | 2016<br>£     |
|---|-----------------|---------------|
| Net movement in funds                         | 2,668           | 1,381         |
| Add back depreciation charge                  | 3,844           | 3,321         |
| Deduct interest shown in investing activities | (1,276)         | (1,704)       |
| Decrease/(increase) in stock                  | 4,010           | 8,736         |
| Decrease/(increase) in debtors                | (351)           | (10,833)      |
| Increase/(decrease) in creditors              | <u>(20,111)</u> | <u>63,081</u> |
|   | <u>(11,216)</u> | <u>63,982</u> |