

Registered charity number  
900367

**Plymouth Swallows School of Gymnastics**

**Report and Accounts**

**31 July 2021**



**Plymouth Swallows School of Gymnastics  
Report and accounts  
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## **Plymouth Swallows School of Gymnastics**

**Registered number: 900367**

### **Trustees' Report**

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 July 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 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 published in October 2019.

### **Reference and administrative details**

Charity name The charity is known as 'Plymouth Swallows School of Gymnastics'.

Charity number 900367

Principal office	The Gymnasium Blunts Lane Derriford Plymouth PL6 8BE	Contact address	24 Hartley Park Gardens Plymouth PL3 5HU
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### **Trustees**

J Caley	Chairman	
R Murray	Treasurer	
D Leeworthy	President	
Dr. J K Fisher		appointed 16 March 2021
A Stacey		

### **Accountants and independent examiner**

Wills Accountants Limited  
Chartered Certified Accountants  
2 Endeavour House  
Parkway Court  
Longbridge Road  
Plymouth  
PL6 8LR

### **Bankers**

Lloyds Banking Group  
37 Ridgeway  
Plympton  
Plymouth  
PL7 2AP



## **Plymouth Swallows School of Gymnastics**

**Registered number: 900367**

### **Trustees' Report**

#### **Structure, governance and management**

The trust was established by a constitution adopted on 30th January 1990 and updated on 10 November 2018. The charity is managed by a board of trustees who meet regularly to discuss its affairs.

Trustees are invariably drawn from a cross section of volunteer parents who are appointed at any general meeting of the charity. In recruiting new trustees, the trustees have regard to the skills and knowledge that new trustees can bring to the board.

#### **Objectives and activities**

The objective of the charity is to provide quality gymnastic coaching through the education of young persons who are pupils at schools, universities or other centres.

#### **Public benefit statement**

The trustees confirm that they have referred to the Charity Commission's guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities.

#### **Achievements and performance and future plans**

When the new financial year began for us the gymnasium had been open a matter of days following the national lockdown. As a result of the lockdown we were faced with a number of difficult decisions.

In March 2020 a significant number of our Recreational gymnasts had paid their summer term fees in advance, this meant we either processed a high number of refunds; schedule recreational sessions over the summer holiday or credit the fees against future classes.

We decided to run recreational classes during the month of August and early September. Due to Covid regulations we were restricted as to the number of gymnasts in the building at any one time. Our staff really stepped up to the mark agreeing to run more classes for smaller groups, as a result of the commitment of our staff we were able to accommodate those who wanted to attend. There were a few refunds and any outstanding credits were used by the end of October.

As a result of this experience we decided to change both our payment methods and alter the structure and days the rec classes were run. We now ask for our fees to be paid monthly and if someone leaves we are no longer trying to calculate refunds, now the fees stop at the end of the month. We run classes through the half term and school holidays, with the exception of Christmas. Changing to monthly payments has been fortuitous in the light of the further lockdowns we experienced as we simply suspended the fees.

Throughout the lockdowns some of our staff were part of the working furloughed scheme, which has been beneficial to all. Our coaches have been very creative in their quest to keep the training on track for the competitive gymnasts with a reliance on Zoom sessions and when permitted, outside training. They have also used Facebook to offer training sessions to recreational gymnasts. Interestingly some of our gymnasts returned to the gym fitter and stronger than before the lockdowns ready and eager to practice their rusty skills, which they were unable to carry out at home.

We are very proud to say that one of our gymnasts has recently represented G B in the World Championship in Japan and came 15th; this is a stunning result for her first international competition.

The one area of our club we have struggled to support during the long months of lockdown has been Pre-school. Covid restrictions have made it difficult to run our classes as we have previously done, again we relied on Facebook to give ideas and tips for parents to use at home with their under school age children. The classes are now building up again as both parents and children are relieved to be back in the gym.

We are hopeful that the situation for everyone will settle over the next few weeks and months.



**Plymouth Swallows School of Gymnastics**  
**Registered number: 900367**  
**Trustees' Report**

**Financial review**

In line with many other charitable and sporting organisations, the charity's financial performance continues to be adversely affected by the global pandemic crisis. Income from the usual charitable activities has been reduced.

The charity has taken steps to reduce the impact and has taken advantage of the government's Job Retention Scheme to help meet staff costs and has received further grants from Plymouth City Council, SWAGA and British Gymnastics.

The charity is in the fortunate position of having substantial reserves to fall back on and the trustees are therefore confident that the charity will weather the pandemic.

**Reserves**

The trustees are aware that the charity may, at some time in the future, outgrow the premises from which it currently operates. The accumulation of reserves is in response to this risk.

Alternative ways of applying these funds for the benefit of the beneficiaries is being considered as the likelihood of using these funds on its premises diminishes.

As noted in the Financial Review, the current pandemic is adversely affecting the charity's finances, but the charity's retained reserves are available to help offset this.

The trustees therefore consider the level of reserves appropriate for the continuance of the charity's activities.

**Risk management**

The trustees monitor and review the key risks to which the charity is exposed and are satisfied that measures are put in place to manage those risks.

Specific issues affecting the charity arising from the current pandemic and the trustees' responses are highlighted above under Achievements and Performance and Future Plans and the Financial Review.



**Plymouth Swallows School of Gymnastics**  
**Registered number: 900367**  
**Trustees' Report**

**Trustees' responsibilities in relation to the financial statements**

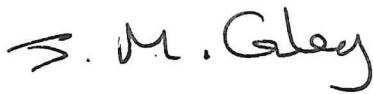
The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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 keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information



Mrs J M Caley  
Trustee

Date 25 October 2021



**Plymouth Swallows School of Gymnastics  
Independent Examiners' Report for the year ended 31 July 2021**

**Independent Examiners' report to the trustees of  
Plymouth Swallows School of Gymnastics**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 July 2021, which are set out on pages 1 to 13.

**Responsibilities and basis of report**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Susan P Wills BSc FCA FCCA CTA

For and on behalf of: -  
Wills Accountants Limited  
2 Endeavour House  
Parkway Court  
Longbridge Road  
Plymouth  
PL6 8LR

Date 25 October 2021



**Plymouth Swallows School of Gymnastics**  
**Statement of financial activities**  
**for the year ended 31 July 2021**

	Notes	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
<b>INCOMING RESOURCES</b>					
Donations and grants	2	21,330	10,000	31,330	25,500
Incoming resources from charitable activities	3	267,905	-	267,905	294,928
Income from other trading activities	7	2,951	-	2,951	1,506
<b>TOTAL INCOMING RESOURCES</b>		<b>292,186</b>	<b>10,000</b>	<b>302,186</b>	<b>321,934</b>
<b>RESOURCES EXPENDED</b>					
Expenditure on charitable activities	4	302,230	208	302,438	327,022
Cost of raising funds	7	3,161	-	3,161	5,326
<b>TOTAL RESOURCES EXPENDED</b>		<b>305,391</b>	<b>208</b>	<b>305,599</b>	<b>332,348</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>(13,205)</b>	<b>9,792</b>	<b>(3,413)</b>	<b>(10,414)</b>
<b>Reconciliation of funds</b>					
<b>FUNDS BROUGHT FORWARD</b>		<b>390,796</b>	<b>344</b>	<b>391,140</b>	<b>401,554</b>
<b>FUNDS CARRIED FORWARD</b>		<b>377,591</b>	<b>10,136</b>	<b>387,727</b>	<b>391,140</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derives from continuing activities.

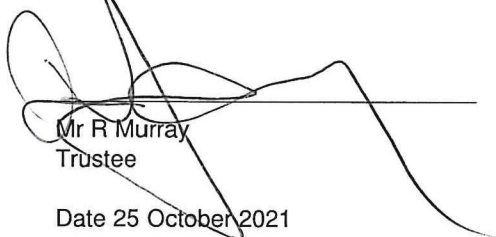


**Plymouth Swallows School of Gymnastics**  
**Statement of financial position**  
**as at 31 July 2021**

	Notes	£	2021 £	£	2020 £
<b>FIXED ASSETS</b>					
Tangible assets	10		218,370		208,326
<b>CURRENT ASSETS</b>					
Stocks	11	8,200		9,226	
Debtors	12	8,123		8,027	
Cash at bank and in hand		160,762		188,405	
		<u>177,085</u>		<u>205,658</u>	
<b>CREDITORS:</b> amounts falling due within one year	13	(7,728)		(22,844)	
<b>NET CURRENT ASSETS</b>			<u>169,357</u>		<u>182,814</u>
<b>NET ASSETS</b>			<u>387,727</u>		<u>391,140</u>
<b>FUNDS</b>					
Unrestricted funds			377,591		390,796
Restricted funds			10,136		344
<b>TOTAL FUNDS</b>	17		<u>387,727</u>		<u>391,140</u>



Mrs J M Caley  
Trustee



Mr R Murray  
Trustee

Date 25 October 2021

**Plymouth Swallows School of Gymnastics**  
**Notes to the Accounts**  
**for the year ended 31 July 2021**

**1 Accounting policies**

***Basis of preparation***

Plymouth Swallows School of Gymnastics is a unincorporated trust constituted in England. The principal office address is set out in the Trustees' Report. The nature of the charity's operations and principal activities are to provide gymnastics coaching through the education of young persons who are pupils at schools, universities or other centres.

The charity constitutes a public benefit entity as defined by FRS 102.

The financial statements have been prepared in accordance with FRS 102, Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement.

At the time of approving the financial statements, the trustees have reasonable expectation that the charity has adequate resources to continue in operation for the foreseeable future. The financial statements have therefore been prepared on a going concern basis.

The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £1.

The accounts have been prepared on the historical cost convention. The significant accounting policies applied in the preparation of these financial statements are set out below.

***Fund accounting***

General reserves are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for a particular purpose.

***Incoming resources***

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Grants receivable are included in the accounts when the appropriate amounts have been quantified. Grants in respect of fixed assets are credited to income.

Income received in advance of membership periods is deferred until the criteria for income recognition are met.

***Resources expended***

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

Expenditure includes irrecoverable VAT where charged.



**Plymouth Swallows School of Gymnastics**  
**Notes to the Accounts**  
**for the year ended 31 July 2021**

***Tangible fixed assets***

Tangible fixed assets are initially recorded at cost and subsequently measured at cost, net of depreciation and any impairment losses.

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

Land and buildings	2% straight line
Equipment	10%, 15% or 25% straight line

***Stocks***

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

***Debtors and creditors***

All debtors and creditors are recorded at transaction price.

***Cash and cash equivalents***

Cash and cash equivalents comprises cash in hand and deposits held at call with banks.

***Pensions***

The company operates a defined contribution pension scheme. Contributions are charged to the profit and loss account as they become payable in accordance with the rules of the scheme.

***Volunteers***

The financial value of the contribution of volunteers to the work of the charity is not recognised in the accounts.

<b>2 Donations and grants</b>	<b>2021</b>	<b>2020</b>
	£	£
Donations - restricted (see note 17)	10,000	-
Training grant	-	500
Covid recovery grants	21,330	25,000
	<u>31,330</u>	<u>25,500</u>
<b>3 Incoming resources from charitable activities</b>	<b>2021</b>	<b>2020</b>
	£	£
<i>Operation of gymnastics club</i>		
Fees	186,852	204,980
Fundraising	1,819	6,837
Holiday gym	-	3,240
Pre school fees	7,135	17,889
Contribution to coaches' wages	3,570	3,893
Adult gym	1,253	1,323
Venue hire	480	4,501
Ballet	79	201
Natalie Engel Dance	120	789
Job Retention Scheme	61,699	51,275
Profit on disposal of fixed assets	4,898	-
	<u>267,905</u>	<u>294,928</u>



**Plymouth Swallows School of Gymnastics**  
**Notes to the Accounts**  
**for the year ended 31 July 2021**

<b>4 Expenditure on charitable activities</b>	<b>2021</b>	<b>2020</b>
<i>Operation of gymnastics club</i>	£	£
Direct costs of charitable activities (see note 5)	274,125	302,005
Governance costs (see note 6)	28,313	25,017
	<u>302,438</u>	<u>327,022</u>
<b>5 Direct costs of charitable activities</b>	<b>2021</b>	<b>2020</b>
	£	£
BGA insurance	690	736
Holiday gym expenses	-	316
Repairs and maintenance	6,973	13,625
Rates	290	2,573
Rent	5,204	5,204
Cleaning	6,793	5,605
Utilities	6,031	6,733
Net competitions cost	(65)	654
Depreciation	20,416	26,780
Ballet	-	101
Natalie Engel Dance costs	120	915
Subscriptions and licences	2,233	1,834
Bank charges	7,013	6,366
Sundry expenses	-	29
Postage and stationery	849	374
Insurance - charity	4,060	4,165
Telephone	771	837
Fund raising costs	-	1,277
Staff costs (see note 9)	212,747	223,881
	<u>274,125</u>	<u>302,005</u>
<b>6 Governance costs</b>	<b>2021</b>	<b>2020</b>
	£	£
Independent examiner remuneration - for independent examination work	1,296	1,290
for other work	-	150
Administration fees	4,028	6,728
Staff costs (see note 9)	22,989	16,849
	<u>28,313</u>	<u>25,017</u>
<b>7 Merchandising income and expenses</b>	<b>2021</b>	<b>2020</b>
	£	£
Sales of clothing and badges	2,951	1,506
Cost of sales, adjusted for stock	(3,161)	(5,326)
	<u>(210)</u>	<u>(3,820)</u>

**Plymouth Swallows School of Gymnastics**  
**Notes to the Accounts**  
**for the year ended 31 July 2021**

**8 Trustee remuneration and expenses**

No trustee, acting in their capacity as a trustee, received or waived any emoluments during the year (2020: nil).

The charity reimburses incidental expenses paid on its behalf by the trustees.

<b>9 Staff costs</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Wages and salaries	222,362	225,899
Staff training	172	1,726
Pension (defined contribution) costs	4,286	4,664
Social security costs	8,396	8,139
Other staff costs	520	302
	<u>235,736</u>	<u>240,730</u>
Allocated to: -		
Direct costs of charitable activities	212,747	223,881
Governance costs (based on actual expenditure)	22,989	16,849
	<u>235,736</u>	<u>240,730</u>
Average number of staff	<u>24</u>	<u>29</u>
Number of staff with emoluments in excess of £60,000	<u>-</u>	<u>-</u>

**10 Tangible fixed assets**

	<b>Buildings</b>	<b>Equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>			
At 1 August 2020	178,592	192,822	371,414
Additions	-	30,562	30,562
Disposals	-	(42,320)	(42,320)
At 31 July 2021	<u>178,592</u>	<u>181,064</u>	<u>359,656</u>
<b>Depreciation</b>			
At 1 August 2020	40,506	122,582	163,088
Charge for the year	3,572	16,844	20,416
On disposals	-	(42,218)	(42,218)
At 31 July 2021	<u>44,078</u>	<u>97,208</u>	<u>141,286</u>
<b>Net book value</b>			
At 31 July 2021	<u>134,514</u>	<u>83,856</u>	<u>218,370</u>
At 31 July 2020	<u>138,086</u>	<u>70,240</u>	<u>208,326</u>

The charity occupies the land upon which the buildings it operates from are sited on a long leasehold basis, subject to the payment of ground rent.



**Plymouth Swallows School of Gymnastics**  
**Notes to the Accounts**  
**for the year ended 31 July 2021**

<b>11 Stocks</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Clothing and badges	8,200	9,226
	<u>8,200</u>	<u>9,226</u>

<b>12 Debtors</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Prepayments	3,123	4,328
Other debtors	5,000	3,699
	<u>8,123</u>	<u>8,027</u>

<b>13 Creditors: amounts falling due within one year</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Accruals	1,728	1,290
Fee income (subscriptions) received in advance	-	21,554
Other creditors	6,000	-
	<u>7,728</u>	<u>22,844</u>

**14 Pension commitments**

The company operates a defined contribution scheme. The contributions due to the scheme are disclosed within the staff costs note.

<b>15 Operating lease commitments</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
The total future minimum lease payments under non-cancellable operating leases are as follows: -		
Amounts payable:		
within one year	5,204	5,204
within two to five years	20,816	20,816
in over five years	364,280	369,484
	<u>390,300</u>	<u>395,504</u>

**16 Related party transactions**

The charity received a donation of £10,000 from D Leeworthy, a trustee.

Included within creditors due under one year is an amount of £6,000 borrowed from R Leeworthy, a close family member of D Leeworthy. The loan is unsecured, interest free and repayable on demand.



**Plymouth Swallows School of Gymnastics**  
**Notes to the Accounts**  
**for the year ended 31 July 2021**

**17 Analysis of funds**

The restricted fund balance represents grants from SWAGA towards the costs of gymnasium equipment and a private donation towards the cost of a replacement gym floor. The equipment is being depreciated in line with the charity's accounting policy and the unrestricted funds balance represents the net carrying value of the equipment.

All other funds are unrestricted funds, none of which are designated.

The fund movements and reconciliation between opening and closing balances are shown on the Statement of Financial Activities.

<b>2021</b>	<b>Balance at start date</b>	<b>Income</b>	<b>Expenditure</b>	<b>Balance at end date</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Restricted funds</b>				
SWAGA - vault	-	-	-	-
SWAGA - hand rails/bars	344	-	(125)	219
Private donation - gym floor	-	10,000	(83)	9,917
	<u>344</u>	<u>10,000</u>	<u>(208)</u>	<u>10,136</u>
<b>Unrestricted funds</b>	390,796	292,186	(305,391)	377,591
<b>Total funds</b>	<u>391,140</u>	<u>302,186</u>	<u>(305,599)</u>	<u>387,727</u>
<b>2020</b>	<b>Balance at start date</b>	<b>Income</b>	<b>Expenditure</b>	<b>Balance at end date</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Restricted funds</b>				
SWAGA - vault	751	-	(751)	-
SWAGA - hand rails/bars	469	-	(125)	344
	<u>1,220</u>	<u>-</u>	<u>(876)</u>	<u>344</u>
<b>Unrestricted funds</b>	400,334	321,934	(331,472)	390,796
<b>Total funds</b>	<u>401,554</u>	<u>321,934</u>	<u>(332,348)</u>	<u>391,140</u>

**18 Analysis of net assets between funds**

<b>2021</b>	<b>Restricted funds</b>	<b>Unrestricted funds</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Fixed assets	10,136	208,234	218,370
Stocks	-	8,200	8,200
Cash at bank	-	160,762	160,762
Debtors	-	8,123	8,123
Creditors	-	(7,728)	(7,728)
	<u>10,136</u>	<u>377,591</u>	<u>387,727</u>
<b>2020</b>	<b>Restricted funds</b>	<b>Unrestricted funds</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Fixed assets	344	207,982	208,326
Stocks	-	9,226	9,226
Cash at bank	-	188,405	188,405
Debtors	-	8,027	8,027
Creditors	-	(22,844)	(22,844)
	<u>344</u>	<u>390,796</u>	<u>391,140</u>

