

Fife Athletic Club
(a company limited by guarantee)

**Directors' report and unaudited financial statements
for the year ended 31 May 2023**

Scottish Company Number: SC494517
Scottish Charity Number: SC045642

Fife Athletic Club
(a company limited by guarantee)

Contents

	Page
Club information	1
Report of the directors	2 - 5
Statement of directors' responsibilities	6
Independent examiner's report	7
Statement of financial activities incorporating income and expenditure account	8
Balance sheet	9
Notes to the financial statements	10 – 16

Fife Athletic Club
(a company limited by guarantee)

Club information

Directors	Frank McLaren (President) Alan McLeod (Treasurer) Claire Sandilands (Secretary) Kathryn Fernando Alistair Gudgin Douglas Gunstone Steven Pennycook Lesley Thirkell Annabel Simpson (appointed 26 October 2022)
Principal office and Registered office	73 Rumdewan Kettlebridge Cupar Fife KY15 7QP
Independent examiner	David Taylor Henderson Loggie LLP Chartered Accountants The Vision Building 20 Greenmarket Dundee DD1 4QB
Bankers	Bank of Scotland Carberry Road Mitchelston Kirkcaldy KY1 3PA
Scottish charity number	SC045642
Company number	SC494517

Fife Athletic Club
(a company limited by guarantee)

Report of the directors for the year ended 31 May 2023

The directors, who are also the trustees of the charity for the purposes of charity law, present their annual report and financial statements of the charitable company for the year ended 31 May 2023.

This report and the financial statements are prepared in accordance with the Memorandum and Articles of Association of the company and the accounting policies set out in note 1 to the financial statements. They also comply with the Charities and Trustees Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Governing document

Fife Athletic Club is a company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association.

The company was incorporated on 7 January 2015 with Companies House, and charitable status was granted by Office of the Charity Regulator on 27 May 2015.

Appointment, induction and training of directors

Any person who is willing to act as a director, and is permitted by law to do so, and is a member of the Club, may be appointed to be a director at an AGM or EGM.

The directors of the Club comprise:

- a. President
- b. Vice president
- c. Secretary
- d. Treasurer
- e. At least three but no more than five other members.

Directors may be re-elected at the AGM but the position of president may not be held for more than two years without a break of at least one year.

Any casual vacancy in the Board of Directors may be filled by the committee at its discretion.

Induction information is provided to all new directors, and ongoing training is provided to all existing directors as required.

Organisation

The directors are responsible for the overall strategy of the Club and, are responsible for approving policies and the direction of the Club. The Club is run by the Board of Directors, and the Board meets on a regular basis, a minimum of four times a year.

The operation and management of the Club is specified in the Articles of Association. There are no restrictions other than those normally associated with a Company Limited by Guarantee.

Directors

The directors throughout the year and at the date of this report are shown on page 1. On 26 October 2022, Anabel Simpson was appointed as director, and Frank McLaren was elected as president. In addition, Jennifer Spence resigned as director on 26 October 2022.

Report of the directors for the year ended 31 May 2023 (continued)

Objectives and activities

The objects of the Club are:

- a. To foster the advancement of public participation in athletics as a sport (meaning sport which involves physical skill and exertion).
- b. To organise recreational activities with the object of improving the conditions of life for members of the public at large.

In pursuit of these objects the Club will:

- a. Offer coaching and competitive opportunities in athletics.
- b. Organise athletics events at local, district and national level.
- c. Promote the Club within the local community and Scotland.
- d. Ensure a duty of care to all members of the Club.
- e. Ensure that all present and future members receive fair and equal treatment.

Key management

The directors consider the Board of Directors to be the key management personnel of the Club, in charge of directing and controlling the Club and running and operating the Club on a day to day basis. All directors give of their time freely and no directors remuneration was paid during the period.

Directors are required to disclose all relevant interests and in accordance with the Club's policy and withdraw from decisions where a conflict of interest arises.

Legal and administrative information

The charity is a charitable company, registered in Scotland and is limited by guarantee, having no share capital. The charitable company is governed by a Memorandum and Articles of Association.

Activities

The Club's membership levels are yet to regain those of the pre COVID year and, although there is an upward trend, it is minimal. We may have to accept that this level is the new norm. A full programme of races has now been reinstated with the notable exceptions of the Devil's Burdens Relay and the Tour of Fife. Numbers of participants are on the rise again, with good profit margins achieved at the Cupar 5 and Giffordtown 5k and reasonable returns on the Mid-Trail Championships and the Mid-Week Series. The future of the Devil's Burdens Relay, and the resultant loss of income remains in doubt, unless a new agreement can be reached with the Falkland Estate.

A Community Coach (Eleanor Smith) has been appointed in lieu of the Club Together Officer, a post jointly funded by Scottish Athletics and the Club. Newly started, she is making a positive contribution to our training group in Cupar although the response to the proffered Run, Jump and Throw programme at the Michael Woods Centre in Glenrothes, historically very poor, remains as such, despite the combined efforts of all parties concerned. However, since she is just in post, time will be afforded to give every opportunity for this initiative to succeed.

The University of St Andrews decision to permanently close the track and remove the attendant facilities for high jump, long jump and shot putt is having a hugely detrimental effect on our efforts to resurrect a vibrant section for the coaching of junior track and field athletics in St Andrews, although the running endurance section continues, albeit with reduced numbers. Exacerbating the problem is the closure of Kilrymont School, effectively removing the option of indoor training in the winter months. Virtual meetings have been held, instigated by East Fife Sports Council, looking at alternative locations for a new track and funding options. This process is very much in its infancy but there is a possibility of Station Park in St Andrews being an alternative.

Report of the directors for the year ended 31 May 2023 (continued)

Similarly, although the old track remains in use, there is no prospect in the foreseeable future of this facility being upgraded at Balwearie High School in Kirkcaldy. Despite the best efforts of the Kirkcaldy Community Athletics Trust, the majority of which were Board Members of Fife AC, the Education Department at Fife Council vetoed the scheme.

The Kirkcaldy Wizards continue in an upward trajectory with very good numbers attending their twice-weekly training sessions and social runs. They continue to organise Couch to 5k programmes, and it is to be hoped that this success will continue to increase Club membership numbers in the long term.

We continue with the high level of financial commitment for the composite team of Kingdom Athletic and its ongoing involvement in the Youth Development League (Upper League, Northern Premier Division 1), essential to afford athletes a higher level of competition. Individual grants are available for individual athletes and coaches as a subsidy for their expenses in travelling to national and international competitions.

It was decided to enter the inter-club competitions of the RAM League and the Scottish National Athletics League and, in the winter months, the East District Cross Country League. All entry fees to these events and other national competitions, such as the Scottish Athletics National Cross-Country Championships, are paid by the Club.

We continue to invest in the Club's coaching structure by funding the requisite courses from Scottish Athletics, leading to the qualification of budding coaches and officials.

Financial review

During the year the Club had a deficit of £394 (2022 – £3,398). Race income again became the largest source of income as events returned to a more normal pattern following the previous Covid restrictions. Members subscriptions were the next main contribution to income with gift aid also a significant and well needed source of income.

For the second year in a row the club's biggest event and biggest income generator, the Devil's Burdens Hill Relay did not take place due to issues with the land on which it takes place. We would hope to reach some agreement which would allow the race to take place in future. However, overall the club made a significant surplus on the remainder of races which it runs.

Member subscriptions were again slightly down versus the previous year however the number of members seems to be stabilising. Problems with the athletics tracks in St Andrews and Kirkcaldy have had a negative effect on the number of younger members.

On the expenditure side, as well as our contributions to Scottish Athletics and expenses related to our races, we supported club athletes who participated in various athletics leagues in and around our area and paid for training and expenses of coaches in support of the athletes.

In last year's review we expressed the hope that we would improve the financial position from a loss to a break even and although we were not able to achieve this with a small deficit of £394, the deficit was reduced by just over £3,000.

At the end of the year our unrestricted reserves stood at £26,320 which was a decrease from the previous year end figure of £26,532. Restricted reserves stood at £93 (2022 - £275).

Report of the directors for the year ended 31 May 2023 (continued)

Investment policy

The directors have the power to invest the monies of the Club, not immediately required for the furtherance of its objects, in such investments, securities or property as may be thought fit, subject to such conditions and consents as may be imposed or required by law.

Risk management

The directors have considered the major risks to which the Club is exposed, and are confident that measures have been put in place to mitigate all such risks.

The principal risk faced by the Club lies in its ability to continue to secure appropriate funding to enable it to carry out its ongoing operations. The ongoing financial position is reviewed and discussed by directors at each meeting. This review process enables them to ensure the Club continues to only provide services where we have the financial ability to do so.

Reserves policy

The level of free reserves at 31 May 2023 was £26,320 (2022 - £26,532) and this is considered adequate to allow the Club to continue for the foreseeable future.

The balance held as restricted funds as at 31 May 2023 was £93 (2022 – £275). Reserves are detailed in note 10 of the financial statements.

Approved by the board on 25 October 2023 and signed on its behalf by:



Frank McLaren
President

Statement of directors' responsibilities

The directors (who are also the trustees for the purposes of charity law) are responsible for preparing the directors' 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 directors to prepare financial statements for each financial period, which give a true and fair view of the state of affairs of the charitable company and of its income and expenditure for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state where applicable UK Accounting Standards 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 charitable company will continue in business.

The directors 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, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). 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.

Report of the Independent Examiner to the directors of Fife Athletic Club

I report on the financial statements of the charitable company for the year ended 31 May 2023 which are set out on pages 8 to 16.

This report is made to the directors, as a body, in accordance with the terms of my engagement. My work has been undertaken to enable me to report my opinion set out below and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the directors, as a body, for my work or for this report.

Respective responsibilities of the directors and Examiner

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

Basis of Independent Examiner's Statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charitable company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeks explanations from the directors concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the financial statements.

Independent Examiner's Statement

In the course of my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations
 - to prepare financial statements which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulationshave not been met or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



David Taylor
For and on behalf of Henderson Loggie LLP
Chartered Accountants
The Vision Building
20 Greenmarket
Dundee
DD1 4QB

25 October 2023

Fife Athletic Club
(a company limited by guarantee)

Statement of financial activities (incorporating an income and expenditure account) for the year ended 31 May 2023

	Note	Unrestricted funds £	Restricted funds £	2023 Total funds £	Unrestricted funds £	Restricted funds £	2022 Total funds £
Income from:							
Donations	3	4,089	-	4,089	5,484	-	5,484
Charitable activities	4	21,842	-	21,842	15,844	-	15,844
Other trading income	5	-	-	-	10	-	10
Other income	6	-	-	-	3	-	3
Total income		25,931	-	25,931	21,341	-	21,341
Expenditure on:							
Charitable activities	7	26,143	182	26,325	24,014	725	24,739
Total expenditure		26,143	182	26,325	24,014	725	24,739
Net (expenditure)/income and movement in funds		(212)	(182)	(394)	(2,673)	(725)	(3,398)
Reconciliation of funds:							
Total funds brought forward		26,532	275	26,807	29,205	1,000	30,205
Total funds carried forward	10	26,320	93	26,413	26,532	275	26,807

Notes to the statement of financial activities

- For the year ended 31 May 2023, the statement of financial activities is equivalent to an income and expenditure account. A separate income and expenditure account has not therefore been prepared.
- None of the charitable company's activities were discontinued during the above accounting period.
- The loss for the year for Companies Act purposes comprises the net expenditure for the year of £394 (2022 – £3,398).

Balance sheet at 31 May 2023

For the year ending 31 May 2023 the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies. No member of the company has deposited a notice, pursuant to Section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

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

~~Frank McLaren~~
~~President~~

9

1 Accounting policies

Legal status of the Club

Fife Athletic Club is a company limited by guarantee and does not have a share capital. In the event of the company being wound up, the liability of each member is limited to £1. The company is incorporated in Scotland and the registered office is 73 Rumdewan, Kettlebridge, Cupar, Fife, KY15 7QP.

Basis of accounting and going concern

The financial statements are prepared under the historical cost convention and include the results of the Club's operations in the year, as indicated in the report of the directors. All activities are continuing.

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities, preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (Charities SORP (FRS 102)), and comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006.

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

The directors consider that there are no material uncertainties about the Club's ability to continue as a going concern.

The financial statements are prepared in sterling, which is the functional currency of the Club. Monetary amounts in these financial statements are rounded to the nearest £.

The following is a summary of the significant accounting policies adopted by the directors in the presentation of the financial statements.

Income recognition

All income is recognised once the Club has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of donations and is included in full in the Statement of Financial Activities when receivable and in the period to which it relates.

Donated facilities and services are included at fair value to the Club where this can be quantified. The value of services by volunteers has not been included in these financial statements.

Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

Charitable activities include expenditure associated with the delivery of the Club's activities and include both direct costs and those of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting constitutional and statutory requirements of the Club and include independent examination fees and costs linked to the strategic management of the Club, and are included within expenditure on charitable activities

Notes to the financial statements (continued)

1 Accounting policies (continued)

Expenditure and irrecoverable VAT (continued)

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

Athletic equipment

Athletic equipment is recognised within the Statement of Financial Activities as a charitable cost in the year of purchase.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and cash held in a deposit or similar account.

Judgements in applying accounting policies and key sources of estimation.

In the application of the Charity's accounting policies, the Committee of Management are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are revised on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods. These estimates include the carrying value of investments at fair value and the estimation of accruals.

In preparing these financial statements, the Directors have made the following judgements:

- Accruals are applied at the year end based upon known costs received post year end and the experience of the directors.

Creditors and provisions

Creditors and provisions are recognised where the Club has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discount.

Financial instruments

The Club only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Funds

With the adoption of the Statement of Recommended Practice all income and expenditure is dealt with through the statement of financial activities. In the Statement of Financial Activities funds are classified as either restricted funds or unrestricted funds, defined as follows:

Restricted funds are funds subject to specific purposes, which may be declared by the donor or with their authority.

Notes to the financial statements (continued)

1 Accounting policies (continued)

Funds (continued)

Unrestricted funds are expendable at the discretion of the board in furtherance of the objectives of the Club.

Transfers are made between funds to clear any funds in deficit.

Designated funds are unrestricted funds which have been set aside out of unrestricted funds by the directors for specific purposes.

Net income/(expenditure) for the year

	2023 £	2022 £
This is stated after charging:		
Independent examiner's fee	972	834
	=====	=====

Three (2022 - three) directors claimed total travel expenses of £1,276 (2022 - £2,980) during the year from the Club, which were waived and gifted back to the Club as a donation. Gift aid was claimed on the net donation made. There were no other related party transactions in the year.

	2023 £	2022 £
Donations including gift aid	4,089	5,484
	=====	=====

All donations are unrestricted in both years.

	2023 £	2022 £
Race entries and sponsorship	11,672	5,076
Membership subscriptions	9,283	10,238
Members contributions	587	530
Race hosting income	300	-
	-----	-----
	21,842	15,844
	=====	=====

All income is unrestricted in both years.

	2023 £	2022 £
Sale of stock	-	10
	=====	=====

Notes to the financial statements (continued)

6	Other income		
	Repayment interest on gift aid	- =====	3 =====

Notes to the financial statements (continued)

7	Charitable activities	Basis of allocation	Unrestricted funds 2023 £	Restricted Funds 2023 £	Total funds 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
	Direct costs							
	Affiliation and race fees	Actual	4,433	-	4,433	5,227	-	5,227
	Race expenses	Actual	8,422	-	8,422	4,738	-	4,738
	SAF registration fees	Actual	6,220	-	6,220	6,308	-	6,308
	Community coach	Actual	1,600	-	1,600	1,600	-	1,600
	Coaching course fees	Actual	885	-	885	10	-	10
	Volunteer expenses	Actual	1,276	-	1,276	2,980	-	2,980
	Coach expenses	Actual	527	-	527	-	-	-
	Training expenses	Actual	800	-	800	1,992	-	1,992
	Training equipment	Actual	-	182	182	-	-	-
	Athletes' expenses	Actual	213	-	213	-	-	-
	Safeguarding course	Actual	60	-	60	-	-	-
	Defibrillator	Actual	-	-	-	-	725	725
	Support costs							
	Miscellaneous expenses	Actual	67	-	67	-	-	-
	Postages and stationery	Actual	17	-	17	1	-	1
	Web hosting	Actual	59	-	59	37	-	37
	Companies House fee	Actual	13	-	13	13	-	13
	Hall hire	Actual	84	-	84	85	-	85
	Member mojo subscription	Actual	75	-	75	75	-	75
	Governance costs							
	Independent examiner fees	Actual	972	-	972	834	-	834
	Professional fees	Actual	420	-	420	114	-	114
			26,143	182	26,325	24,014	725	24,739
			=====	=====	=====	=====	=====	=====

Fife Athletic Club
(a company limited by guarantee)

Notes to the financial statements (continued)

8 Creditors

	2023	2022
	£	£
Accruals	2,563	2,539
Deferred income	738	-
	<hr/>	<hr/>
	3.301	2,539
	=====	=====

9 Analysis of net assets between funds

	General funds £	Restricted funds £	Total £
Current assets	29,621	93	29,714
Current liabilities	(3,301)	-	(3,301)
	<hr/>	<hr/>	<hr/>
Net assets at 31 May 2023	26,320	93	26,413
	=====	=====	=====

	General funds £	Restricted funds £	Total £
Current assets	29,071	275	29,346
Current liabilities	(2,539)	-	(2,539)
	<hr/>	<hr/>	<hr/>
Net assets at 31 May 2022	26,532	275	26,807
	=====	=====	=====

Notes to the financial statements (continued)

10 Reserves

	Balance at 1 June 2022 £	Income £	Expenses £	Transfers £	Balance at 31 May 2023 £
Restricted funds					
Junior members' equipment fund	275	-	(182)	-	93
Total restricted funds	275	-	(182)	-	93
Unrestricted revenue reserve	26,532	25,931	(26,143)	-	26,320
Total funds	26,807	25,931	(25,325)	-	26,413
	=====	=====	=====	=====	=====
	Balance at 1 June 2021 £	Income £	Expenses £	Transfers £	Balance at 31 May 2022 £
Restricted funds					
Junior members' equipment fund	1,000	-	(725)	-	275
Track Feasibility Study	-	-	-	-	-
Total restricted funds	1,000	-	(725)	-	275
Unrestricted revenue reserve	29,205	21,341	(24,014)	-	26,532
Total funds	30,205	21,341	(24,739)	-	26,807
	=====	=====	=====	=====	=====

Purposes of restricted funds

Junior members' equipment fund	Legacy received to fund purchase of equipment to further track and field athletics amongst junior members. Permission was sought and obtained to purchase a defibrillator using this fund, which is to be used at organised races.
--------------------------------	--