HARROW SCHOOL OF GYMNASTICS (A COMPANY LIMITED BY GUARANTEE)

REPORT OF THE DIRECTORS AND FINANCIAL STATEMENTS YEAR TO 28 FEBRUARY 2010

COMPANY NO. 2585823 (ENGLAND AND WALES)

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YEAR TO 28 FEBRUARY 2010

COMPANY INFORMATION

Registered Company No

2585823

Registered Charity No

1002258

Directors (including those who served for any part of the Financial Year)

Chair

Valarie Newman

Company Secretary

Sandra Mortazavı (from 1 March 2010)

Neera Lakhmana (to 28 February 2010)

Treasurer

Linda Cockburn (from 1 March 2010)

Other

Patrick Alleyne (from 1 March 2010)

Principal Address and Registered Office

186 Christchurch Avenue

Harrow

Mıddlesex HA3 5BD

Key Personnel and Professional Advisers

Administration Managers

Marie Jenkins & Desna Hale

Health, Safety & Welfare Officers

Desna Hale & Valerie Newman

Bankers

NatWest Bank Plc

80 Shenley Road

Borehamwood

Hertfordshire WD6 1DZ

Auditor

Allıotts

Chartered Accountants and Registered Auditors

Congress House 14 Lyon Road

Harrow

Mıddlesex HAl 2EN

YEAR TO 28 FEBRUARY 2010

COACHING STAFF		
Felicity Copp	Club Coach Level 3	GG PS GMPD WA MA
Graham O'Sullivan	(Higher Performance Coach	MA
	(Club Coach Level 3	PS
Leonid Pronin	Higher Performance Coach	MA WA
Kerrie Hodges	(Sentor Club Coach	WA
	(Club Coach Level 3	PS
Mark Westley	Senior Club Coach	MA
Enka Gochookhuu	Senior Club coach	WA
John Copp	Club Coach Level 3	MA
Lauren Copp	Club Coach Level 3	WA
Louise Drewery	Club Coach Level 3	WA
Emily Kazafaniotis	Club Coach Level 3	WA
Charlotte Lusted	Club Coach Level 3	WA
Sangita Mistry	Club Coach Level 3	WA
Eloise Newman	Club Coach Level 3	WA
Amy Pendred	Club Coach Level 3	GG
Rochelle Saunders	Club Coach Level 3	GG
Rebecca Kendall	Assistant Coach	WA
Andy McDermott	(Coach Level 2	GG
	(Assistant Coach	MA
Vincent Copp	Assistant Coach	GG
Elizabeth Harmon	Assistant Coach	GG
Samantha Seager	Level 1 Coach	GG
Mark Stanton-Kelly	Assistant Coach	GG
Lauren Reason	Level 2 Coach	GG
Javon Thompson	Level 2 Coach	GG
Tenika Antoine	Level 1 Coach	GG
Michael Breda	Level 1 Coach	GG
Ben Burfield	Level 1 Coach	GG
Lorraine Dryden	Level 1 Coach	GG
Rıshıel Gudka	Level 1Coach	GG
Rebecca Miller	Level 1 Coach	GG
John Carter	Level 1 Coach	GG
Yazard Sarkarı	Level 1 Coach	GG
Alex Sharples	Level 1 Coach	GG
Jonathan Young	Level 1 Coach	GG

ABREVIATIONS GG GENERAL GYMNASTICS

GMPD GYMNASTICS & MOVEMENT FOR PEOPLE WITH A DISABILITY

LMPD LONDON MEN'S DEVELOPMENT PROGRAMME

MA MEN'S ARTISTIC

WA WOMEN'S ARTISTIC

PS PRE-SCHOOL

YEAR TO 28 FEBRUARY 2010

DIRECTORS' REPORT

STRUCTURE, GOVERNANCE AND MANAGEMENT

Harrow School of Gymnastics was founded in 1992 Harrow School of Gymnastics is a registered charity and is also a company limited by guarantee. The members of Harrow School of Gymnastics are the gymnasts or, in the case of a gymnast under the age of 18 years, a parent. The Directors of Harrow School of Gymnastics are also the charity trustees. They are volunteer members who are elected at the Annual General Meeting. One third of the Directors are required to retire each year and may offer themselves for re-election.

New directors receive an induction pack containing Harrow School of Gymnastics' policies and other important documents such as the Development Plan They are required to sign the Directors' Code of Conduct and a Declaration of Interests They also attend relevant courses

The Directors are responsible for the overall strategy and major decisions of Harrow School of Gymnastics, but operational management is delegated to the two Office Managers and three Heads of Department

The representative of the Board of Directors for Health, Safety and Welfare is Desna Hale

Harrow School of Gymnastics is affiliated to British Gymnastics, the governing body for the sport of gymnastics in the United Kingdom

The Directors have examined the major strategic, business and operational risks which Harrow School of Gymnastics faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

OBJECTIVES AND ACTIVITIES

The object set out in the Memorandum of Association is the provision of gymnastic coaching and facilities. The mission of Harrow School of Gymnastics is to provide "Gymnastics of the highest standard for all" within its geographic area of operations, i.e. the London Borough of Harrow and surrounding areas

Gymnastics is a sport open to all at any age. It is a sport that promotes self-discipline, mental as well as physical, and the training can be the perfect basis for later participation in other sports. Some children are recommended to join a gymnastics class to help with development problems they have with, for example, balance, co-ordination or muscle strength. At a time when health and fitness is of national concern, gymnastics can provide an additional form of exercise to that provided within the school curriculum, which helps to develop the mind and body

Financial assistance is available for those whose parents/carers are on state benefits or are experiencing temporary hardship, via our hardship fund. The directors would like to thank the John Lyon Trust for their continued support which helps to ensure that funds are available for those talented gymnasts who are in need of financial assistance in order to train for the hours necessary for them to reach their full potential

Harrow School of Gymnastics provides gymnastics coaching in two broad categories

- Recreational gymnastics typically in classes of one hour per week, for all ages from toddlers to adults
- Competitive gymnastics two separate squads (Men's Artistic and Women's Artistic) for age 5 up to early 20's, training for up to 22 hours per week

YEAR TO 28 FEBRUARY 2010

ACHIEVEMENTS AND PERFORMANCE

Harrow School of Gymnastics maintained its GymMark quality accreditation from British Gymnastics and has a range of policies covering most aspects of its activities

The number of members in each category at the end of the financial year, together with comparative data for the previous year was

	February 2010	February 2009
Recreational		
Playgym (age under 5 years)	63	82
Pre-school (ages 3 – 5 years)	107	89
General gymnastics (ages 5 – 15)	604	690
Adult gym	38	36
Competitive		
Men's Artistic	38	46
Women's Artistic	45	41
Total	895	984

Recreational Gymnastics extends to cover

- 1 Parties of up to 40 children, of which 70 were held during the 2009/10 year (69 in 2008/09)
- 2 Holiday Fun sessions, which numbered 19 (was 21)

Competitive gymnasts enter a variety of club, regional, national and international competitions, appropriate to their abilities and squad members achieved numerous medal positions during the year, including at National, Elite, Regional and Club levels, as individuals and team members with one gymnast holding a national title at both junior and senior level Additionally, several of our coaches gained coaching and judging regional awards

Some of the gymnastic equipment was replaced and all toilet facitlies in the gym were re-furbished at the beginning of the year

A Director has been appointed with specific responsibilities to seek out and apply for grants / funding, to allow further refurbishment of the gym premises, and we were fortunate to gain a further two directors, who have taken direct responsibility for Human resources and Health and Safety issues. The additional number of directors has assisted the gym's review programme

FINANCIAL REVIEW

The financial results for the year to 28 February 2010 are set out on pages 9-15 Principle funding is from members via fees with additional grants to support specific areas of our work. All funding goes towards the provision of training and training facilities and equipment. There was a decrease of 40% in unrestricted income to £303,234, while related expenditure increased by 50% to £318,178. There was excess of expenditure over income of £14,944, which has been deducted from unrestricted reserves.

Restricted reserves of £2,650 at the end of the year represent the unspent balances of the Hardship and Awards for All funds

The Directors carry out an annual review of Harrow School of Gymnastics' free reserves policy in the light of known risks and future plans. Free reserves are those funds, which are not committed to specific projects or invested in fixed assets. The Directors have established a policy that Harrow School of Gymnastics should have a minimum free reserve of 3 months budgeted expenditure, which is approximately £90,000. This will enable Harrow School of Gymnastics to meet its objectives if it faces loss of income or increases in unfunded costs. The free reserves at 28th February 2010 were £109,476 (2009 £113,155).

YEAR TO 28 FEBRUARY 2010

PLANS FOR FUTURE PERIODS

The directors intend to continue the existing range of activities and to maintain high standards required to retain GymMark accreditation

The Directors have authorised the replacement of the heating systems in the gym and this work will take place during the coming year. It is their intention also to replace the lighting and the work will be put out for tender and additional funding will be sought for this purpose. Meanwhile, an effort will be made to improving existing lighting by upgrading the standard of the tubes from those currently in place.

Plans are being made to install a new It system to enable the up-date of the gym's accounting and administrative procedures

This report was approved by the Directors at their meeting on 26 October 2010 and signed on their behalf by

Van Newman

Valene Newman

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The directors are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice

Company law required the directors to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the directors are required to

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any 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 operation

The directors are responsible for maintaining proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the charitable company, and enable them to ensure that the financial statements comply with the Companies Act 2006. The directors 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.

YEAR TO 28 FEBRUARY 2010

INDEPENDENT AUDITOR'S REPORT

We have audited the financial statements of Harrow School of Gymnastics for the year ended 28 February 2010 which comprise the Statement of Financial Activities including Income and Expenditure, the Balance Sheet and the related notes These financial statements have been prepared under the accounting policies set out therein

This report is made solely to the charity'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 charity's members those matters we are required to state to them in an auditor's 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 charity's members as a body, for our audit work, for this report, or for the opinions we have formed

RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITORS

The trustees' (who are also the directors of the company for the purpose of company law) responsibilities for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the financial statements give a true and fair view are set out in the Statement of Trustees' Responsibilities

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland)

We report to you our opinion as to whether the financial statements give a true and fair view, have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and have been prepared in accordance with the Companies Act 2006. We also report to you whether, in our opinion, the information given in the Directors' Report is consistent with those financial statements.

In addition we report to you if, in our opinion, the charity has not kept adequate accounting records, if the charity's financial statements are not in agreement with the accounting records and returns, if we have not received all the information and explanations we require for our audit, or if certain disclosures of trustees' remuneration specified by law are not made

We read the Directors' Report and consider the implications for our report if we become aware of any apparent misstatements within in

BASIS OF AUDIT OPINION

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

OPINION

In our opinion

- the financial statements give a true and fair view of the state of the charitable company's affairs as at 28 February 2010 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- the financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice,
- the financial statements have been prepared in accordance with the Companies Act 2006, and
- the information given in the Directors' Report is consistent with the financial statements

lan Jame

I Davies FCA Senior Statutory Auditor Date 26 October 2010

For and on behalf of ALLIOTTS Statutory Auditor

Congress House, 14 Lyon Road Harrow, Middlesex HA1 2EN

STATEMENT OF FINANCIAL ACTIVITIES (Including Income and Expenditure Account)

	Notes	Unrestricted Funds £	Restricted Funds	Total Funds 2010 £	Total Funds 2009 £
Incoming Resources					
Incoming Resources from Generated Funds Voluntary Income		1,247	-	1,247	10,271
Activities for Generating Funds - Trading Income		39,431	-	39,431	38,810
Investment Income – Interest Received		1,704	-	1,704	4,819
Incoming resources from Charitable Activities Fees Receivable for Gymnastic Coaching	2	260,852		260,852	270,059
Total Incoming Resources	_	303,234	-	303,234	323,959
Resources Expended					
Costs of Generating Funds Fundraising Trading - Cost of Goods Sold		34,906	-	34,906	34,595
Charitable Activities Costs of Gymnastic Coaching		279,477	4,893	284,370	271,760
Governance Costs	_	3,795	-	3,795	5,379
Total Resources Expended	3	318,178	4,893	323,071	311,734
Net Income / (Expenditure) before Transfer		(14,944)	(4,893)	(19,837)	12,225
Transfer Between Funds		-	-	-	-
Net Income / Expenditure	-	(14,944)	(4,893)	(19,837)	12,225
Reconciliation of Funds					
Total funds brought forward at 28 February 2009		170,506	7,543	178,049	165,824
Total funds carried forward at 28 February 2010		155,562	2,650	158,212	178,049

The Statement of Financial Activities has been prepared on the basis that all operations are continuing operations.

There are no recognised gains and losses other than those passing through the Statement of Financial Activities.

YEAR TO 28 FEBRUARY 2010

BALANCE	SHEET
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Notes	2010	2009
	£	£
4	48,086	61,350
	4,570	4,179
5	5,557	1,029
	146,537	163,329
	156,664	168,537
6	46,538	51,839
	110,126	116,698
	150.010	
	158,212	178,048
	2,650	7,543
	46,086	57,350
	109,476	113,155
7	158,212	178,048
	45	4 48,086 4,570 5 5,557 146,537 156,664 6 46,538 110,126 2,650 46,086 109,476

The accounts on pages 9 to 15 were approved by the Directors on 26 October 2010 and signed on their behalf by

Toub

- Neera Lakhmana

LINDA COCKBURN

YEAR TO 28 FEBRUARY 2010

NOTES TO THE ACCOUNTS

l Legal Status

The Company is limited by Guarantee and has no Share Capital. The Memorandum of Association provides that all members are liable to contribute a sum not exceeding £1 in the event of the Company being wound up

2 Accounting Policies

a) Basis of Accounting

The financial statements have been prepared under historical cost convention and in accordance with the Companies Act 2006 and the Statement of Recommended Practice Accounting and Reporting by Charities issued in March 2005. The principal accounting policies in the preparation of the financial statements are set out below.

b) Fund Accounting

Restricted funds are subjected to restrictions on their expenditure imposed by the donor Expenditure, which meets these restrictions, is identified to the fund

c) Incoming Resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular income.

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant
- Donated services and facilities and the value of services provided by volunteers are acknowledged but not been included in these accounts
- Investment income is included when receivable
- Fees receivable consist of charges for the accounting year for both recreational and competitive gymnastics

d) Resources Expended

Expenditure recognised on an accrual basis as a liability is incurred. All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

- Costs of generating funds comprise the costs associated with attracting voluntary income
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services
 for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an
 indirect nature necessary to support them (Support Costs).
- Governance expenditure includes those costs associated with meeting the constitutional and statutory requirements of the charity and includes the audit fees and costs linked to the strategic management of the charity

e) Tangible Fixed Assets

Tangible fixed assets are stated at cost less accumulated depreciation. The cost of items less than £1,000 are written off as an expense as required. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, as follows.

Leasehold Property

25 years

Gym Equipment

5 years

Fixtures and Fittings

6²/₃ years (except computer equipment 3 years)

f) Expenditure

Expenditure is allocated to expense headings either on a direct cost basis, or apportioned according to time spent. The irrecoverable element of VAT is included with the item of expense to which it relates

g) Operating Leases

Rentals applicable to operating leases where substantially all the benefits and risks of ownership remain with the lessor are charged against income as incurred

h) Taxation

No provision for taxation arises on the income of the company due to its charitable status

YEAR TO 28 FEBRUARY 2010

NOTES TO THE ACCOUNTS

3. RESOURCES EXPENDED

		Staff Costs	Depreciation	Other Costs	2010 Total	2009 Total
		£	£	£	£	£
Cost of Generating funds Trading - Costs of Goods Sold	Fundraising	-	-	34,906	34,906	34,595
Charitable Activities	•					
Costs of Gymnastic Coaching						
Service running costs		157,043	8,132	9,872	175,047	182,434
Premises costs		3,934	7,858	43,289	55,081	42,157
Support costs		41,011		13,231	54,242	49,113
	•	201,988	15,990	66,392	284,370	273,704
Governance Costs		-	-	3,795	3,795	3,435
Total Resources Expended		201,988	15,990	105,093	323,071	311,734
Staff Costs					£	£
Wages & Salaries					189,610	194,719
Social Security Costs				<u>-</u>	12,378	12,751
				-	201,988	207,470
Other Costs					£	£
Governance Costs include Auditors' Rer	nuneration				2,070	2,013
Non-Audit Remuneration					1,725	1,725
					3,795	3,738
The average number of persons employed	i by the Charitable	Company duri	ng the year was	_	Number	Number
Trustees					3	3
Coaches (mainly part-time)					29	35
Administration				_	2	2
				_	34	40

No employee earned emoluments of more than £60,000 during the year Payment of £41,073 (2009 £7,158) was made to a total of five persons connected with two Trustees for coaching services No other remuneration or reimbursement of expenses was made to Trustees during the year (2009 £Nil)

NOTES TO THE ACCOUNTS

4. TANGIBLE FIXED ASSETS

	Leasehold Land & Buildings	Gymnasıum Equipment	Fixtures, Fittings & Other Equipment	Total 2010
	£	£	£	£
Costs				
As at 28 February 2009	155,444	123,203	28,680	307,327
Additions	-	2,726	-	2,726
Disposals		(64,294)	(7,425)	(71,719)
As at 28 February 2010	155,444	61,635	21,255	238,334
_				
Depreciation				
As at 28 February 2009	111,921	109,780	24,276	245,977
Charged in year	6,218	8,132	1,640	15,990
Depreciation on disposal		(64,294)	(7,425)	(71,719)
As at 28 February 2010	118,139	53,618	18,491	190,248
Net Book Values				
As at 28 February 2009	43,523	13,423	4,404	61,350
As at 28 February 2010	37,305	8,017	2,764	48,086
5. DEBTORS				
			2010	2009
All due within one year			£	£
Prepayments		_	5,557	1,029

NOTES TO THE ACCOUNTS

6. CREDITORS

	2010	2009
All due within one year	£	£
Fees received in advance	20,357	19,268
Trade and Other Creditors	21,836	20,393
Taxes & Social Security Cost	4,345	12,178
	46,538	51,839

7. FUNDS

Balance at 1 3 09	Net Incoming Resources		Transfers	Balance at 28 02 10
650	•		-	650
4,000	(2,000)		-	2,000
2,893	(2,893)		-	-
7,543	(4,893)		-	2,650
170,506	(14,944)		-	155,562
178,049	(19,837)		-	158,212
Tangible Assets	Current Assets	Current Liabilities	Inter Fund Balance	
-	-	-	659	0 650
2,000	-	-		- 2,000
	-	<u>.</u>		<u> </u>
2,000	-	-	659	0 2,650
46,086	156,664	(46,538)	(650	155,562
48,086	156,664	(46,538)		- 158,212
	650 4,000 2,893 7,543 170,506 178,049 Tangible Assets - 2,000 - 2,000 46,086	Resources 650 4,000 (2,000) 2,893 (2,893) 7,543 (4,893) 170,506 (14,944) 178,049 (19,837) Tangible Current Assets Assets - 2,000 - 2,000 - 46,086 156,664	Resources 650 4,000 (2,000) 2,893 (2,893) 7,543 (4,893) 170,506 (14,944) 178,049 (19,837) Tangible Current Current Assets Assets Liabilities 2,000 46,086 156,664 (46,538)	Resources 650

YEAR TO 28 FEBRUARY 2010

8. PURPOSE OF FUNDS

Restricted Funds of £2,650 (2009 £7,543) represent the unspent balances of grants from

- Harrow Council for hardship,
- John Lyon's Charity funding towards coach development, competition expenses, choreography and hardship,
- Awards for All funding towards sprung floor

9. FINANCIAL COMMITMENTS

At 28 February 2010, the Charitable Company had annual commitments under a non-cancellable operating lease of its land as follows

2010	2009
£	£
Expiry Date over 5 years 5,950	5,950

The Charitable Company is in negotiation with its Landlord regarding the rent review, which was due on 1st May 2001 Provision has been made for the additional rent expected to be payable by the Charitable Company but this has not been formally accepted by the Landlord An independent rent review assessor has been appointed by the Directors in an attempt to obtain a fair agreement with the Landlord in respect of past and future ground rent. Additional amounts may be due once the final outcome of these negotiations is known