

**ST ANDREW'S CLUB**

**REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 AUGUST 2017**

**Registered Company No. 04900308**  
**Registered Charity No. 1103322**

## ST ANDREW'S CLUB

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## ST ANDREW'S CLUB

### REFERENCE AND ADMINISTRATIVE DETAILS

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<b>President</b>	The Earl of Selborne KBE DL FRS	
<b>Vice Presidents</b>	Mrs Christabel Dimmock The Very Reverend Dr John Hall Michael Passmore Sir David Sieff Canon Christopher Tuckwell Ray Mingay CMG Peter Scott Barry Walsh	
<b>Trustees</b>	Elizabeth Cuffy Anthony Scott Curtis Juman Claudia Whibley Elizabeth Hitchcock Janette Parish John Rhodes Major Martin Snow Stephen Oxley Rhys Philips	Chairman Deputy Chairman Treasurer
<b>Advisers</b>	Bill Andrewes The Lord Brooke of Sutton Mandeville CH PC Major General David Burden CB CVO CBE Councillor Louise Hyams (Observer) Lionel Hoare William Underhill	
<b>Key Management</b>	Paul Whittle – General Manager	
<b>Charity number</b>	1103322	
<b>Company number</b>	04900308	
<b>Principal office</b>	Alec Wizard House 12 Old Pye Street London SW1P 2DG Telephone: 020 7222 6481 Email: <a href="mailto:info@standrewsclub.com">info@standrewsclub.com</a> Website: <a href="http://www.standrewsclub.com">www.standrewsclub.com</a>	
<b>Bankers</b>	Barclays Bank PLC Westminster Branch 2 Victoria Street, London SW1H 0ND	
<b>Solicitors</b>	Slaughter and May One Bunhill Row, London EC1Y 8YY	
<b>Independent Examiner</b>	M Wilkes FCA Wilkins Kennedy LLP Bridge House London Bridge London SE1 9QR	

St Andrew's gives to young people of diverse backgrounds, a sense of belonging and fun, in a safe and attractive environment where they develop self-confidence, and respect for others and, thereby, their ability to contribute to society as good citizens.

## OVERVIEW OF YEAR

### **The Club's Membership and Programmes**

The Club continues to offer a full programme and wide range of activities to the children and young people who attend and is in action five days a week: Senior Club Monday – Thursday evenings; Junior Club on Monday and Wednesday evenings; and the Club fields football teams on Sundays. In addition, we host and run programmes during school holidays through the day and into the evenings; and other organisations - a karate club on Friday evenings and a performing arts school on Saturdays - offer additional opportunities for the local community. The Club has no religious affiliations and is open to all, with members paying only a very modest subscription for the Club's own activities.

Last year there were 613 members registered. Over 70% of our Junior and Senior Club members come from Westminster: 456 from Westminster and 157 from other boroughs and nearly 60% live in social housing (371 from Senior Club, 85 from Junior Club).

We pride ourselves on having no religious affiliations with members ranging from Buddhist, Muslim, Hindu, Christian and none. The ethnic mix is equally good with around equal numbers of African members as British, with many Caribbean and a good representation of Bangladeshi, Indian and other Asian backgrounds.

In 2016/17 Senior Club membership aged 9 and upwards was 507 (379 male; 137 female). Male membership was higher, particularly because of our longstanding football programmes. However, attendance on a regular basis is higher pro rata for female members, and we have recently introduced a popular girls' football programme. Total Senior Club attendances for the year were: 13,165 (26 up on the previous year even with two fewer football teams training and competing).

The Junior Club goes from strength to strength. In the last few years its membership has nearly doubled. There are now 30-50 members coming each Monday and Wednesday evening. Our thanks to M&G Investments for sponsoring Junior Club. Junior Club membership ages 5-9 was 91 (71 male; 20 female).

Total Junior Club attendances for the year were: 2,421 (132 more attendances than in 2015/16).

Total Club attendances for the year were 17,806 including Senior Club, Junior Club, Summer Programme and Football (1,160).

Thanks to John Lyon's Charity the Club once again ran an exciting and successful four-week summer programme in August 2017 – an incredible provision for local young people, keeping them safe, entertained and challenged, here at the Club and with some fun outings to a clay pigeon shoot and go-karting amongst other trips. There were 1,060 attendances, which is slightly down on last year by 52.

### **Club Building**

We continue to seek ways of maximising use of our Club space when it is not in use for Club members. The Club has a wide range of facilities reflected in the diverse activities of our current users. Many of these are long term, and include St Matthew's School, a performing arts school, and a karate club, and staff from Westminster City Council and The Supreme Court. Edutain rents the Club during holiday periods and complements the holiday activity of the Club itself.

The possibility of releasing capital from our freehold building is an ongoing project, with discussions with property experts and Westminster City Council. Our priority is to keep the vital Club provision here locally in Westminster in our own premises.

### **Financial Outlook**

The funding climate remains tough and competitive but due to focused efforts from staff and trustees we were pleased to end 2016/17 with an operating revenue of approx. six months' unrestricted reserves, which is in line with the guidance criteria from the Charity Commission.

## ST ANDREW'S CLUB

### CHAIRMAN'S REPORT

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I would like to thank our loyal supporters as well as those who are new to the work of the Club for their invaluable financial assistance in helping us raise the necessary funds to finance our operating costs. Our annual membership is evidence of the great need for the Club in the local area, when other local youth provision is folding. We are not a commercial organisation, and we only ask members for a small 50 pence an evening contribution to encourage a sense of 'ownership' and pride in the Club itself. Instead, we are a vital community asset, showing understanding and empathy to our young people, as well as supporting the older people of the community in hosting a weekly tea and dance club, and – also at no cost - lending out our mini bus to community groups such as the scouts, schools and local families in need of a respite holiday.

We are pleased that friends of the Club have now created the John Scott Fund, an independent charity, with a particular mission to provide a degree of long term financial security to the Club. The Fund is a segregated account held within the Master Charitable Trust of Messrs Hoare Trustees (part of Hoare's Bank). Supporters can subscribe to help prepare for the Club's long term sustainability. The intention is to grow this fund to generate income from the preserved capital to enhance the Club's core activities and facilities.

#### **The 150th Anniversary Celebrations**

Saint Andrew's official 150th birthday was November 30th 2016. Celebrations are planned until November 30th 2017 when we officially turn 151. Events in 2016/17 included:

150th Anniversary President's Reception - October 20 2016, which included a preview of the Club's 150th anniversary exhibition "From Boys' Clubs to Youth Clubs", funded by the Heritage Lottery Fund.

A reception in the Jerusalem Chamber, following a service in Westminster Abbey, courtesy of The Very Reverend Dean of Westminster, Dr John Hall - 29 November 2016.

A reception in the Mansion House, courtesy of the Lord Mayor of London, Dr Andrew Parmley - 4 July 2017

#### **Fundraising Strategy**

A structured income generation plan for 2016/17 was developed which continues the relationship with many of our key previous funders, as well as developing new income streams, including support from local businesses and individuals, increasing the number of regular givers to provide a valuable and reliable form of income and developing third party fundraising events to generate sponsorship income. Supporters took part in the London Marathon, a London-Paris bike ride and the RideLondon 100 Mile bike ride, raising over £25,000 for the Club. Our supporter communications now include a refresh of the website, revival of our newsletter The Chronicle and regular social media activity. This gives us an excellent base to continue our engagement with supporters old and new. A cloud-based database helps us maximise donor support, continuity and communications, including capturing communication preferences.

St Andrew's Club is a vital resource in the community, examples of which are contained within the report. My aim is to make it even stronger, working together with the staff and board of trustees, working to maintain St. Andrew's as a great youth club for all its members.

  
.....  
Chairman  
Elizabeth Cuffy

Date: 20 November 2017

## ST ANDREW'S CLUB

### REPORT OF THE TRUSTEES

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The Trustees present their report and financial statements for the year ended 31 August 2017. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' (FRS 102) in preparing the annual report and financial statements of charitable company.

The financial statements comply with 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) published on 16 July 2017, as amended by Bulletin 1.

#### Objectives and activities

##### History

In November 1866 the Club was founded in Market Street, Soho, to provide hostel accommodation for young men who had come to London in search of employment.

On 11 November 1940 the Club's premises were destroyed during the Blitz.

After the War, the Club raised fresh funds and moved to premises in Great Peter Street. In September 1984 following expansion, the Duke of Edinburgh opened the Club's current purpose-built premises in Old Pye Street in which the Club holds the freehold interest.

##### Object

The objects, as set out in the Club's Memorandum of Association, are to promote the mental, physical and spiritual well-being of young people resident or working in the City of Westminster, and the neighbouring district by the provision of a social, educational and sports club.

The Club provides an evening club, external residential opportunities and regular weekend sporting activities. The Club encourages young people from all backgrounds to participate in structured programmes in an environment that engenders personal responsibility, self-respect and respect for others.

#### Achievements and Performance

The Club's activities, achievements and performance for the year ended 31 August 2017 are set out in the Chairman's Report.

##### Financial review

The Club is not endowed financially and has to annually raise finance from external sources to fund its general operating running costs to remain open and to be staffed.

This financial year to 31st August 2017 has proved successful for the Club. It has raised significant funds from its very supportive sponsors and donors but it also controlled expenditure. The result was that the Club had net assets of £443,253 as at 31st August 2017 of which £157,980 were tangible fixed assets. This was a good performance against the backdrop of a challenging fundraising environment. The deficit for the year of £3,821 reflects, to a greater extent, some restricted income of a pledge to the kitchen refurbishment, which has been carried forward to next year once the total funds are found.

The transactions and financial position of the Charity are set out on pages 9 and 10 of the financial statements. The activities of the Club in delivering its charitable objectives are detailed in the Chairman's report. Some details on income and expenditure and reserves policy are set out below:

##### 1. Income:

The Club's total income for the year was £445,258 which was an increase from the £369,291 achieved in 2015/16. This figure included (a) £384,079 (£328,341 in 2015/16) received from numerous charitable trusts, other grant giving charities and individuals. Note 2 on page 14 of the financial statements lists those donors (other than those that have requested to remain anonymous) who have given more than £3,000 during the year. 2016-17 saw a renewal of funding from some key supporters, to whom we are extremely grateful. (b) £30,100 (£40,260 in 2015/16) received from charitable activities during the year and (c) £ 31,079 (£690 in 2015/16) from other sources including rental and trading activities.

## **ST ANDREW'S CLUB**

### **REPORT OF THE TRUSTEES**

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#### **2. Expenditure:**

Resources expended increased to £451,371 (£409,826 in 2015/16). Of the £42,085 increase, £35,000 was due to an increase in fundraising costs. The Club employed a full-time Development Director at the end of May 2016 who developed a structured income generation plan for 2016-17 and onwards. There was extra expenditure for part refurbishment of the ageing heating system.

The Management Committee continues to review expenditure and to make efficiency savings where possible but in a manner that does not reduce the level of activities that the Club provides for its members.

#### **3. Investment policy:**

As with previous years, the Club has adopted a low risk investment approach and holds the majority of its reserves on deposit, albeit prevailing interest rates are and remain low.

#### **4. Fundraising:**

A bi-monthly sub-committee of the Management Committee continues to monitor how the Club raises funds.

#### **Reserves policy**

At 31st August 2017 the Club had Total Reserves of £443,253 made up of Unrestricted Funds of £314,527 and Restricted Funds of £128,726.

The Unrestricted Reserves of £314,527 represents Designated Reserves of £207,980 and General Reserves of £106,547. The Designated Reserves comprise £157,980 of a Fixed Asset Reserve and £50,000 as a Club Refurbishment reserve.

The General Reserves as at August 2017 amounted to £106,547. It remains the Management Committee's long held objective to ensure this balance is such that the Club has sufficient cash reserves to operate for an acceptable period in adverse circumstances. The Club aims to hold unrestricted free reserves equivalent to at least 6 months operating expenditure, in addition to the Club Refurbishment reserve.

The £128,726 of restricted Funds held by the Club are to be spent in accordance with the wishes of the donor(s).

#### **Plans for future periods**

The Club continues to plan to run a number of activities in the year ahead to build on the success of this year. In terms of the Club building maintenance there are plans to refurbish the back up for the ageing heating system, replace a fire escape roof and upgrade the Club's fire safety alarm system to comply with latest regulations. On an ongoing basis work continues to explore maximising the return from the building to secure the Club's future, with a former Club member keen to take on the gym to maximise lettings to local businesses and individuals. As noted in the Chairman's report, the Club concludes its 150th anniversary celebration during 2017-18 and this will be a particular focus for both activities and also on fundraising.

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

##### **Constitution**

The Club is a company limited by guarantee, registered number 04900308, having charitable status, charity number 1103322.

The Club is governed by its Memorandum and Articles of Association and has taken into account the provisions of the Charities Act 2011.

The Club is headed by the President, and the Club has eight Vice Presidents.

The management of the affairs of the Club is vested in a Management Committee.

Each member of the Management Committee is also a Trustee of the Club and is a director for the purposes of the Companies Act 2006.

## **ST ANDREW'S CLUB**

### **REPORT OF THE TRUSTEES**

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#### **Trustees**

The Trustees who served during the year and to date were:

Elizabeth Cuffy

Elizabeth Hitchcock – appointed 25 January 2017

Lionel Hoare – resigned 29 February 2017

Curtis Juman – appointed 19 July 2017

Steven Oxley

Janette Parish

Rhys Phillips – appointed 15 May 2017

John Rhodes

Anthony Scott

James Scott-Webb – resigned 2 March 2017

Martin Snow

Barry Walsh – resigned 30 September 2016

Claudia Whibley – appointed 16 December 2016

The Club's Articles of Association require that the number of members of the Management Committee must not be less than 3 nor more than 12. Not more than 10 members may be invited to serve by the Management Committee and two members by other organisations. At every Annual General Meeting half the members of the Management Committee must retire from office and each retiring member may offer themselves for reappointment.

Each Trustee is regularly invited to identify prospective candidate members of the Management Committee.

Policies and procedures are in place for the induction and training of trustees.

The Management Committee met two-monthly throughout the year.

The Club employs full-time a General Manager, one full-time Assistant Club Manager and two part-time job share Assistant Club Managers, one Administrator, one Development Director, one part-time Fundraising Officer and 15 part-time paid youth workers, supported by more than 20 volunteers.

#### **Public benefit**

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

#### **Risk management**

The Trustees recognise their responsibilities with regard to risk management and to this end have endeavoured to ensure that the Club has adequate procedures and strategies that can monitor, eliminate or mitigate the risks faced. The Trustees have assessed the significance and likelihood of the risks to which the Club might be exposed, in particular those related to the operations and financial management of the Club, and they are satisfied that the Club has appropriate systems of control which mitigate exposure to the key risks that it faces



## ST ANDREW'S CLUB

### REPORT OF THE TRUSTEES

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

The Trustees (who are also directors of St Andrew's Club 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 incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2016 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

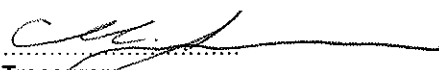
The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding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

This report has been prepared in accordance with the Statement of Recommended Practice: 'Accounting and Reporting by Charities' and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to smaller entities.

Signed on behalf of the Trustees:

  
.....  
**Chairman**  
Elizabeth Cuffy

Date: 20 November 2017

  
.....  
**Treasurer**  
Curtis Juman

Date: 20 November 2017

## ST ANDREW'S CLUB

### INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS

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I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2017.

#### Responsibilities and basis of report

As the charity's trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charitable company's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

#### Independent examiner's statement

Since the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies.

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

1. Accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities, applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).



**M Wilkes FCA**  
Statutory Auditor  
Chartered Accountants  
Bridge House  
London Bridge  
London  
SE1 9QR

Date: 20 December 2017

**ST ANDREW'S CLUB**

**STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR ENDED 31 AUGUST 2017**

**INCORPORATING INCOME AND EXPENDITURE ACCOUNT**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2017 £	Total 2016 £
<b>Incoming from</b>					
Donations and legacies	2	188,966	195,113	384,079	328,341
Charitable activities	3	30,100	-	30,100	40,260
Other trading activities	4	26,696	4,300	30,996	400
Investment income	5	83	-	83	290
<b>Total income</b>		<b>245,845</b>	<b>199,413</b>	<b>445,258</b>	<b>369,291</b>
<b>Expenditure on</b>					
Raising funds		57,465	39,724	97,189	64,652
Charitable activities		265,067	89,115	354,182	344,634
<b>Total expenditure</b>	6	<b>322,532</b>	<b>128,839</b>	<b>451,371</b>	<b>409,286</b>
<b>Net (expenditure)/income before other recognised gains/ (losses)</b>		<b>(76,687)</b>	<b>70,574</b>	<b>(6,113)</b>	<b>(39,995)</b>
<b>Net gains/ (losses) on investment assets</b>	2	-	2,292	2,292	(40)
<b>Net (expenditure)/income</b>		<b>(76,687)</b>	<b>72,866</b>	<b>(3,821)</b>	<b>(40,035)</b>
Transfers between funds	15	4,500	(4,500)	-	-
<b>Net movement in funds</b>		<b>(72,187)</b>	<b>68,366</b>	<b>(3,821)</b>	<b>(40,035)</b>
<b>Fund balances brought forward 1 September 2016</b>		<b>386,714</b>	<b>60,360</b>	<b>447,074</b>	<b>487,109</b>
<b>Fund balances carried forward 31 August 2017</b>		<b>314,527</b>	<b>128,726</b>	<b>443,253</b>	<b>447,074</b>

All transactions are derived from continuing activities.

All recognised gains and losses are included in the Statement of Financial Activities.

The notes on pages 11 to 21 form part of the financial statements.

**ST ANDREW'S CLUB**

**BALANCE SHEET**

**AS AT 31 AUGUST 2017**

	Notes	2017		2016	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	10		157,980		156,721
<b>Current assets</b>					
Stock		150		150	
Debtors	11	25,067		33,106	
Investments	12	20,858		19,316	
Cash at bank and in hand		287,169		309,096	
		333,244		361,668	
<b>Creditors: Amounts falling due within one year</b>	13	(47,971)		(71,315)	
<b>Net current assets</b>			285,273		290,353
<b>Net assets</b>			<b>443,253</b>		<b>447,074</b>
<b>Represented by:</b>					
Unrestricted funds:					
- Designated	14	207,980		206,721	
- General		106,547		179,993	
			314,527		386,714
Restricted funds	15		128,726		60,360
<b>Total funds</b>	16		<b>443,253</b>		<b>447,074</b>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2017.


The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 August 2017 in accordance with Section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit and loss each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved on 20 November 2017 and signed on behalf of the Board by:

  
 Chairman  
 Elizabeth Cuffy

  
 Treasurer  
 Curtis Juman

The notes on pages 11 to 21 form part of these financial statements.

**ST ANDREW'S CLUB**  
**(A Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**

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**1. ACCOUNTING POLICIES**

**1.1 Basis of preparation**

St Andrew's Club is a company limited by guarantee in the United Kingdom. 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. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are set out on page 5.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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) issued on 16 July 2015, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2016.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**1.2 Income**

All income is included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

- Donation income including core grants and donations 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.
- Other trading income includes fundraising event income and is accounted for on a receivable basis.
- Charitable income includes income from general club activities, member subscriptions, canteen sales and rental income, accounted for on an accruals basis.
- Investment income is included when receivable.

**1.3 Expenditure**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Charitable expenditure comprises those costs incurred by the charity in the running of the Club. It includes both costs allocated directly to such activities and those costs of an indirect nature necessary to support them. Grants payable are accounted for when the Company is committed to paying them.
- All realised gains and losses are recognised in the accounts. Unrealised gains and losses on investment assets and permanent diminutions in the value of fixed assets are recognised in the Statement of Financial Activities in the restricted or unrestricted fund to which they relate.

**ST ANDREW'S CLUB**  
**(A Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**

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**1. ACCOUNTING POLICIES (continued)**

- Governance costs include those incurred in the governance of the charity and are primarily associated with constitutional and statutory requirements.

**1.4 Support costs allocation**

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, and administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

The analysis of these costs is included in note 7.

**1.5 Funds accounting**

Restricted funds – these are funds that can only be used for specific restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for a particular restricted purpose.

Designated funds – these are funds set aside by the trustees out of the unrestricted general funds for specific future purposes or projects.

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

**1.6 Tangible fixed assets**

Fixed assets for Charity use are capitalised at cost, where acquired, or market value as determined by the trustees where donated. They are stated in the accounts at cost/original value less depreciation.

Depreciation is charged when the asset is brought into use and calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Computer equipment	25% straight line
Fixtures and fittings	10% straight line
General club equipment	10% straight line
Motor vehicles	25% straight line

No depreciation is provided on freehold land and buildings as required under FRS 102 as the Directors consider that any charge would be immaterial. They consider the residual value of the property to be in excess of the carrying value in the accounts and the property is well maintained and in a good state of repair.

**1.7 Investments**

Investments are initially recognised at fair value which is normally the transaction price excluding transaction costs. Subsequently, they are measured at fair value with changes recognised in 'net gains/ (losses) on investments' in the SoFA if the shares are publicly traded or their fair value can otherwise be measured reliably. Other investments are measured at cost less impairment.

Current asset investments are short term highly liquid investments and are held at fair value. These include cash on deposit and cash equivalents with a maturity of less than one year.

**ST ANDREW'S CLUB**  
**(A Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**

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**1. ACCOUNTING POLICIES (continued)**

**1.8 Stocks**

Stocks are valued at the lower of cost and estimate selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing stock to its present location and condition. Provisions are made for damaged, obsolete and slow – moving stock where appropriate.

**1.9 Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**1.10 Cash and cash equivalents**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a maturity of three months or less from the date of acquisition or opening the deposit or similar account.

**1.11 Financial instruments**

The charity only has assets and 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**1.12 Taxation**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is therefore considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes

**1.13 Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

**1.14 Judgements and key sources of estimation uncertainty**

Accounting estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

The following judgements (apart from those involving estimates) have been made in the process of applying the above accounting policies that have had the most significant effect on amounts recognised in the financial statements:

*Useful economic lives of tangible assets*

The annual depreciation charge for tangible assets is sensitive to changes in the estimated useful economic lives and residual values of the assets. The useful economic lives and residual values are re-assessed annually. They are amended when necessary to reflect current estimates, based on technological advancement, future investments, economic utilisation and the physical condition of the assets. See note 10 for the carrying amount of the property plant and equipment, and note 1.6 for the useful economic lives for each class of assets.

There are no key assumptions concerning the future and other key sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

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2. INCOME FROM DONATIONS AND LEGACIES	Unrestricted	Restricted	2017	2016
	£	£	£	£
M&G Investments	-	25,001	25,001	23,311
John Lewis Partnership	-	5,000	5,000	4,500
Henry Smith Charity	-	-	-	25,000
Wates Foundation	-	10,000	10,000	-
S Oxley	5,000	-	5,000	10,000
Swires Charitable Trust	15,000	-	15,000	15,000
Hawthorne Trust	3,000	-	3,000	3,000
Westminster Amalgamated Charity	10,000	-	10,000	10,000
Westminster Abbey	-	-	-	6,719
Hyde Park Place Estate	3,000	-	3,000	-
Bernard Sunley Charitable Foundation	-	-	-	2,000
Edward Harvist Trust	-	1,820	1,820	2,000
Annette Duvolet Trust	-	-	-	3,000
Heritage Lottery Fund	-	35,816	35,816	35,800
Rolls-Royce plc	1,500	-	-	3,000
Westminster City Council Tri-borough	-	-	-	4,792
The Rose Foundation	-	2,500	2,500	5,000
John Lyon's Charity	-	44,800	44,800	5,000
Westminster Almshouses Foundation	-	10,000	10,000	-
Westminster City Council (Ward Budget)	-	13,790	13,790	30,000
Schroders Charitable Trust	5,000	-	5,000	-
Mrs C Dimmock	-	-	-	10,000
Young England Kindergarten	3,000	-	3,000	3,500
Garfield Weston Foundation	15,000	-	15,000	15,000
Strand Parishes Trust	5,000	-	5,000	5,000
Nigel Scott Wills Trust	-	-	-	5,000
Peter Cruddas Foundation	-	-	-	5,000
David Hitchcock	-	-	-	3,000
Westminster School	-	-	-	3,000
Esmée Fairbairn Foundation	-	-	-	5,000
Westminster Foundation	5,000	-	5,000	-
The Mercers' Company	15,000	-	15,000	-
C G Benevity	3,000	-	3,000	-
Pewterers' Seahorse Charitable Trust	3,000	-	3,000	-
Dudley & Geoffrey Cox Charitable Trust	10,000	-	10,000	-
Anton Jurgens Charitable Foundation	5,010	-	5,010	-
Futures	10,000	-	10,000	-
The Freemasons Grand Charity	-	3,000	3,000	-
Guyll-Leng Charitable Trust	-	5,000	5,000	-
Tuckerman Residential	-	908	908	-
Ruffer LLP	-	11,615	11,615	-
The Grocers' Charity	-	5,000	5,000	-
London Stock Exchange	-	10,000	10,000	-
The London Community Foundation (Grosvenor Fund)	-	5,000	5,000	-
South West	-	203	203	-
Major donors	-	4,985	4,985	18,000
Gift Aid receivable	22,555	-	22,555	24,541
Sundry donations	49,901	675	50,576	43,178
	<b>188,966</b>	<b>195,113</b>	<b>384,079</b>	<b>328,341</b>



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**2. INCOME FROM DONATIONS AND LEGACIES (continued)**

Included within major donors is 1 donor (2016: 3) who wishes to remain anonymous.

Included within sundry donations are donations less than £3,000 in value and those who have requested to remain anonymous.

In 2016, £239,888 of donations and legacies was attributable to the unrestricted fund, with the remaining £88,453 being attributable to the restricted fund.

**3. INCOME FROM CHARITABLE ACTIVITIES**

	Unrestricted £	Restricted £	2017 £	2016 £
Club activities revenue	3,750	-	3,750	4,569
Canteen income	1,791	-	1,791	1,208
Rents receivable	17,034	-	17,034	15,753
Members' subscriptions	7,525	-	7,525	7,860
Other income	-	-	-	10,870
	<u>30,100</u>	<u>-</u>	<u>30,100</u>	<u>40,260</u>

In 2016, £29,390 of income from charitable activities was attributable to the unrestricted fund, with the remaining £10,870 being attributable to the restricted fund.

**4. OTHER TRADING ACTIVITIES**

	Unrestricted £	Restricted £	2017 £	2016 £
Fundraising	26,696	4,300	30,996	400
	<u>26,696</u>	<u>4,300</u>	<u>30,996</u>	<u>400</u>

In 2016, £400 of fundraising income was attributable to the unrestricted fund. In 2017 there were significant gains in unrestricted fundraising principally from 3<sup>rd</sup> party fundraising events as supporters took part in the London Marathon and two bike rides for the benefit of the Club.

**5. INVESTMENT INCOME**

	Unrestricted £	Restricted £	2017 £	2016 £
Bank interest receivable	83	-	83	290
	<u>83</u>	<u>-</u>	<u>83</u>	<u>290</u>

In 2016, £290 of investment income was attributable to the unrestricted fund.

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**NOTES TO THE FINANCIAL STATEMENTS**

6. EXPENDITURE	Staff costs £	Direct costs £	Support costs £	Total 2017 £	Total 2016 £
<b>Raising funds</b>	48,958	48,231	-	97,189	64,652
<b>Charitable activities:</b>					
Promotion of mental and physical wellbeing	192,448	123,072	38,662	354,182	344,634
	<u>241,406</u>	<u>171,303</u>	<u>38,662</u>	<u>451,371</u>	<u>409,286</u>

All costs are allocated between the expenditure categories noted above on a basis designed to reflect the use of the resource. Costs relating to a particular activity have been allocated directly; others have been apportioned on an appropriate basis, for example, time spent, per capita or floor area.

The Club's secretarial and administrative costs represented 8.8% (2016: 13.5%) of its overall annual expenditure.

In 2016, £40,070 of the expenditure in relation to raising funds was attributable to the unrestricted fund with the remaining £24,582 being attributable to the restricted funds.

In 2016, £288,200 of the expenditure in relation to charitable activities was attributable to the unrestricted fund with the remaining £56,434 being attributable to restricted funds.

7 SUPPORT COSTS	2017 £	2016 £
Staff costs	628	1,083
Finance	850	793
Office costs	31,974	46,676
Governance – Independent examiners' remuneration (2016: Auditors' remuneration)	4,200	6,500
- Under accrual from previous year	1,010	-
	<u>38,662</u>	<u>55,052</u>

8 NET INCOME FOR THE YEAR	2017 £	2016 £
Net income is stated after charging/ (crediting):		
Depreciation of tangible fixed assets	9,011	8,823

**9 ANALYSIS OF STAFF COSTS, TRUSTEE REMUNERATION AND EXPENSES AND THE COST OF KEY MANAGEMENT PERSONNEL**

No Trustee received any remuneration or other financial benefits during the year under review (2016: £nil).

The trustees were not reimbursed for expenses (2016: £nil). Insurance, including Trustee indemnity insurance, of £9,047 (2016: £9,836) was taken out during the year.

STAFF COSTS	2017 £	2016 £
Wages and salaries	222,882	193,220
Social security costs	17,740	15,180
Pension costs	784	-
	<u>241,406</u>	<u>208,400</u>

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**9 ANALYSIS OF STAFF COSTS, TRUSTEE REMUNERATION AND EXPENSES AND THE COST OF KEY MANAGEMENT PERSONNEL (continued)**

There were no employees earning more than £60,000 during the year (2016: £nil more than £60,000).

The key management of the charitable company comprise of the general manager. The total employee benefits of the key management personnel of the charity were £61,857 (2016: £59,708).

The average number of full time, part time and sessional employees by headcount, analysed by function was:

	<b>2017 No.</b>	<b>2016 No.</b>
Youth workers and teachers:		
- Full time	2	3
- Part time	21	15
Administration:		
- Full time	2	2
- Part time	1	1
	<u>26</u>	<u>21</u>

**10. TANGIBLE FIXED ASSETS**

	<b>Freehold land &amp; buildings £</b>	<b>Fixtures &amp; fittings £</b>	<b>General club equipment &amp; vehicles £</b>	<b>Computer equipment £</b>	<b>Total £</b>
<b>COST</b>					
At 1 September 2016	52,864	105,634	107,563	18,119	284,180
Additions	-	-	9,793	477	10,270
At 31 August 2017	<u>52,864</u>	<u>105,634</u>	<u>117,356</u>	<u>18,596</u>	<u>294,450</u>
<b>DEPRECIATION</b>					
At 1 September 2016	-	46,528	64,377	16,554	127,459
Charge	-	7,000	1,500	511	9,011
At 31 August 2017	<u>-</u>	<u>53,528</u>	<u>65,877</u>	<u>17,065</u>	<u>136,470</u>
<b>NET BOOK VALUE</b>					
At 31 August 2017	<u>52,864</u>	<u>52,106</u>	<u>51,479</u>	<u>1,531</u>	<u>157,980</u>
<b>NET BOOK VALUE</b>					
At 31 August 2016	<u>52,864</u>	<u>59,106</u>	<u>43,186</u>	<u>1,565</u>	<u>156,721</u>

**11. DEBTORS**

	<b>2017 £</b>	<b>2016 £</b>
Prepayments	11,641	6,878
Accrued income	13,426	26,228
	<u>25,067</u>	<u>33,106</u>

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**NOTES TO THE FINANCIAL STATEMENTS**

<b>12. INVESTMENTS</b>		<b>Total 2017 £</b>	
	At 1 September 2016	19,316	
	Disposals	(750)	
	Unrealised gain	2,292	
	<b>Fair value at 31 August 2017</b>	<b><u>20,858</u></b>	
<p>The investments relate to the Jim Scott Bursary restricted fund (note 15).</p> <p>The Company holds over 5% of its investment portfolio in the following:</p>			
		<b>2017 £</b>	<b>2016 £</b>
	Barings UK Income PlusTrust	18,566	19,316
		<b><u>18,566</u></b>	<b><u>19,316</u></b>
	Historical cost at 31 August 2017	<u>16,140</u>	<u>16,736</u>
<b>13. CREDITORS: Amounts falling due within one year</b>		<b>2017 £</b>	<b>2016 £</b>
	Other creditors	12,682	35,930
	Accruals	7,419	20,385
	Deferred income	27,870	15,000
		<b><u>47,971</u></b>	<b><u>71,315</u></b>
	<b>Deferred Income</b>	<b>2017 £</b>	<b>2016 £</b>
	At 1 September 2016	15,000	30,000
	Released in year	(15,000)	(30,000)
	Deferred in year	27,870	15,000
	At 31 August 2017	<b><u>27,870</u></b>	<b><u>15,000</u></b>

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14. DESIGNATED FUNDS	Balance 1 Sep 2016 £	New Designations £	Designations Released £	Balance 31 Aug 2017 £
Fixed asset reserve	156,721	1,259	-	157,980
Club refurbishment	50,000	-	-	50,000
	<u>206,721</u>	<u>1,259</u>	<u>-</u>	<u>207,980</u>

The designated funds are reserves put aside for future expenditure on Club refurbishment. The Trustees will consider this expenditure once the general reserves have reached the level as set out in the policy.

15. RESTRICTED FUNDS	Balance 1 Sep 2016 £	Income £	Expenditure £	Transfers & Unrealised gains £	Balance 31 Aug 2017 £
Jim Scott Bursary Fund	19,316	-	(750)	2,292	20,858
Gym and Boxing Club	439	6,001	(640)	(4,500)	1,300
Junior Club	20,114	19,000	(19,087)	-	20,027
Silk screening	1,611	-	(671)	-	940
Summer projects – John Lyons' Charity	2,162	4,800	(6,463)	-	499
Heritage project	10,218	35,816	(35,775)	-	10,259
John Lewis – activities	4,500	5,000	(9,500)	-	-
Lift refurbishment	2,000	-	(1,279)	-	721
General Club Activities	-	10,000	-	-	10,000
Youth Worker salaries	-	19,300	(15,350)	-	3,950
Deputy Manager Youth Worker salaries	-	45,000	(9,123)	-	35,877
Fire Doors	-	2,500	(2,500)	-	-
Pump Replacement	-	4,500	(3,934)	-	566
Discussion Groups	-	4,250	(4,250)	-	-
Minibus	-	8,040	-	-	8,040
Catering	-	3,615	(3,615)	-	-
Arts and Crafts	-	5,763	(1,318)	-	4,445
Newsletter Sponsorship	-	908	(908)	-	-
Kitchen Refurbishment	-	11,615	(371)	-	11,244
Football	-	10,000	(10,000)	-	-
Oven	-	1,485	(1,485)	-	-
Boiler Repairs	-	1,820	(1,820)	-	-
	<u>60,360</u>	<u>199,413</u>	<u>(128,839)</u>	<u>(2,208)</u>	<u>128,726</u>

The transfer of funds from restricted to unrestricted mainly relates to amounts donated from capital items which have been purchased during the year and for which the restriction has been satisfied.

**Jim Scott Bursary Fund** - was established to replace bursaries given to individuals for educational purposes by a connected charity. The restricted fund takes the form of an investment portfolio, and the income as well as any gain on the asset is restricted in use. The transfers and unrealised losses is made up of an unrealised gain of £2,292.

**Gym and Boxing Club** - various restricted funds have been used throughout the year for repairs to gym equipment and for equipment replacement. The transfer to unrestricted funds represents the purchase of a capital item that is now in general use by the Club. The remaining funds will be used in the coming year.

**Junior Club** - funding from M&G Investments towards the Junior Club, with additional expenditure expected in the following year.

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**NOTES TO THE FINANCIAL STATEMENTS**

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**15. RESTRICTED FUNDS (continued)**

**Silk Screening** - funds received from Westminster Almshouses Foundation to run silk screen courses for members including instructors fees and resources used. The remaining funds will be used in the coming year.

**Summer Projects** - funds received from Westminster City Council and John Lyon's Charity to provide a summer activity programme during July/August. The remaining funds will be used in the coming year.

**Heritage project** - fund received from the Heritage Lottery Fund for research into the history of St Andrew Club and the youth movement. The remaining funds will be used in the coming year.

**John Lewis activities** – the funds received for Club activities.

**Lift Refurbishment** – funds received from Edward Harvist for repair to the lift. The remaining funds will be utilised in the coming year.

**General Club Activities** – funds received from Westminster Almshouses Foundation for general club activities. The funds will be used in the coming year.

**Youth Worker Salaries** - funds received for youth worker salaries. The remaining funds will be utilised in the coming year.

**Deputy Manager Youth Worker Salaries** - funds received for youth worker salaries. The remaining funds will be utilised in the coming year.

**Fire Doors** - funds received from The Rose Foundation to replace fire doors.

**Pump replacement** - funds received from Westminster City Council to replace the pump. The remaining funds will be utilised in the coming year.

**Discussion Groups** – funds received from Westminster City Council to hold a series of talks to young people in relation to crime and radicalisation. These funds were to cover costs and the costs of the invited speakers.

**Minibus** – funds received from Westminster City Council and The Freemasons Grand Charity to buy a new minibus. The funds are building and will be used in the coming year.

**Catering** - Mansion House and Victoria BID cultivation and fundraising events.

**Arts and Crafts** – funds received from various donors for arts and crafts activities. The remaining funds will be utilised in the coming year.

**Newsletter sponsorship** - Regular newsletter, Chronicle, is sponsored by a local estate agent.

**Kitchen Refurbishment** - funds received to refurb the kitchen. The funds are building and will be used in the coming year.

**Football** – funds received from The London Stock Exchange for sponsorship of a football programme.

**Oven** – funds received to replace the oven.

**Boiler repairs** - funds received from Edward Harvist for boiler repairs.

Other restricted funds include donations received for specific purposes that have been fully expensed in the year.

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15.1 RESTRICTED FUNDS – PRIOR YEAR	Balance 1 Sep 2015 £	Income £	Expenditure £	Transfers & Unrealised Gains £	Balance 31 Aug 2016 £
Jim Scott Bursary Fund	19,356	-	-	(40)	19,316
Ski instructor training	1,130	-	(1,310)	-	-
Gym and Boxing Club	442	-	-	-	442
Junior Club	17,165	19,000	(16,051)	-	20,114
Silk screening	4,000	-	(2,389)	-	1,611
Summer projects – John Lyon's Charity	-	9,792	(7,630)	-	2,162
Lighting	-	7,000	(7,000)	-	-
Photocopier	-	10,870	(10,870)	-	-
Heritage project	-	35,800	(25,582)	-	10,218
John Lewis – activities	-	4,500	-	-	4,500
Lift refurbishment	-	2,000	-	-	2,000
Sundry restricted donations	-	6,050	(6,050)	-	-
	<u>42,093</u>	<u>99,323</u>	<u>(81,016)</u>	<u>(40)</u>	<u>60,360</u>

**16. RELATED PARTY TRANSACTIONS**

There are no related party transactions in either the 31 August 2016 or 31 August 2017 years.

**17. ALLOCATION OF NET ASSETS BETWEEN FUNDS**

The funds of the charity are represented by the following net assets:

	Unrestricted £	Restricted £	Total £
Fixed assets	157,980	-	157,980
Current assets	204,518	128,726	333,244
Current liabilities	(47,951)	-	(47,951)
	<u>314,527</u>	<u>128,726</u>	<u>443,253</u>

**17.1. ALLOCATION OF NET ASSETS BETWEEN FUNDS – PRIOR YEAR**

	Unrestricted £	Restricted £	Total £
Fixed assets	156,721	-	156,721
Current assets	286,308	75,360	361,668
Current liabilities	(56,315)	(15,000)	(71,315)
	<u>386,714</u>	<u>60,360</u>	<u>447,074</u>

