



Badminton Junior Club

Ray Phipkin – Junior Club Accounts Report (05/05/2017) Rev 1

The Club Constitution states under the Finance section that the financial year of the club will end on 31st May, each year and that an audited statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

To help the Senior Club Treasurer I have kept separate accounts for the Junior Club and as our Summer Term 5 Session last attendance is 21st April 2016 I have taken into account all membership fees have already been paid as have coach costs. I have assumed we have already paid hall hire costs, Badminton England Junior Membership fees otherwise these would need to have been indicated as “Debtors at 31/05/2017”.

- The Senior Club Treasurer advised on 2nd May 2017 that he established three cheques (i.e. 2 @ £35.00 & 1 @ £25.00) had not been paid into the clubs bank account, and finally found that he still had them as they had been misplaced.
- These covered the 5 weeks of Summer Term 5 from 15/04/2016 to 13/05/2016 which is in last year's account year 2015/16 & 2 weeks as part of Summer Term 6 from 24/06/2016 to 01/07/2016 which is in current account year 2016/17.
- You will understand that as the cheques are dated April 2016 the bank will not accept these as they will be considered out of date.
- One member who paid the £25.00 is no longer with the club so unable to obtain a new cheque.
- For the other two members on 4/05/2017 replacement cheques of £35.00 have been requested.
- I have therefore had no option but to reproduce the accounts for 2015/16 to indicate that we made only £371.00 & will request as this meeting they be accepted & sign-off.
- I have also updated the accounts for 2016/17 to indicate the correct debtors.

In line with the Senior Club, the Junior Club account period reflects the date from 1st June 2016 then until 31st May 2017. However based on date of AGM really only to 30th April 2017 and hopefully the future years account period can be amended to be from 1st May to 30th April.

Total Net Expenditure was £2,820.64 (excludes Grants “Creditor” held over from 2015/16 of £567.12)

- (i) A total of £1,485.00 (i.e. £1,235.00 plus £250.00) has been incurred for court costs. This now reflects we hired four courts from 5:30 to 7:00pm during the 31 weeks covering Summer Term 6, Autumn Terms 1 & 2, Spring Terms 3 & 4, and Summer Term 5. Also for two courts for the 4 weeks Summer School holidays in August
- (ii) Accounts 2015/16 had from the "Court Hire Grant" of £250.00 to be a Creditor to be carried forward to be used in 2016/17. A sum of £180.00 was used for the Hire of 4 courts from 5.30 -7pm on 24/06/2016 until 15/07/2016 for Summer Term 6 [4wks x 1.5 x (4 x £7.50)]. Also a sum of £70.00 was used towards the total of £90.00 for the Hire of 2 courts from 5.30 -7pm on 05/08/2016 until 26/08/2016 for Summer Holiday Term [4wks x 1.5 x (2 x £7.50)].
- (iii) The Junior Badminton England Membership cost is now £5.00 for season 2016/17 and we currently have 48 affiliated members. The total paid out was £225.00 as three members belong to Team Leicestershire and their fees (total £15.00) was paid by LSBA. Currently we have 32 members attending.

- (iv) The Junior Club assistant head coach Badminton England Coach Affiliation Fee of £40.00 has been paid.
- (v) The Junior Club have purchased no Shuttles but have received from the Senior Club all suitable “used & slightly damaged” shuttles. Junior Club really should consider next season to purchase some new shuttles.
- (vi) A total of £15.95 was paid for 20- Koolpak Instant Ice Packs Sports First Aid Cold Therapy - with Koolpak Sleeve / Cover. These are available for use by the Senior Club.
- (vii) £18.79 was paid for a Black Ink Cartridge to help-off set the printing carried out by the head coach during the account period. (There has been no charge for paper or colour cartridges).
- (viii) £81.00 has been paid for Safeguarding & Protection Children courses in respect of two people attending face to face courses and one person for e-learning renewal.
- (ix) The club purchased for all Junior Members, volunteers & coaches 38 club shirt at a total cost of £413.72. A sum of £317.12 as “Grant Equipment etc” was in the accounts 2015/16 to be a Creditor and carried forward to be used in 2016/17, leaving only £96.60 to be paid out of club funds. We have left in stock one large shirt (worth £10.40) but still really need to purchase two more size Small to hand out Free of charge to two members who joined in Spring Term 5. This would cost £20.80 and as a “Creditor”
- (x) Coaching was provided by the Head Coach **free of charge** from the four weeks School Summer Holidays 5th to 28th August 2016.
- (xi) From 24th June 2016 until 21st April 2017 the total coaching cost was £1,087.50. This is only charged by the Ray Phipkin head coach at £15.00/hr which is £22.50 per session. Neil Cooper can only arrive at 5:45pm and therefore at £12.00/hr which is £15.00 per session. No further charges have been made for administration costs, use of coach’s equipment, travelling etc.

Total net Income £4,300.00 (inc £85.00 debtors excludes £110.00 in advance for Summer Term 6 in 2017/18)

- (xii) For 2016/17 a total of £4,260.00 has been received from players in respect of Badminton England Junior Member Affiliation Fee and Term Session Fees. With a further £35.00 indicated as “Debtor” in the 2016/17 accounts of which £20.00 is in respect of requiring to replacement cheques
- (xiii) A debtor in 2015/16 was £25.00 outstanding from Spring term 3 which has been received.
- (xiv) We also received a further £5.00 for Summer Term 5 for 2015/16 so this has been taken as additional income for 2016/17.
- (xv) Due to requiring two replacement cheques a further £50.00 “Debtor” is indicated that really is applicable in respect of 2015/16 accounts.
- (xvi) A further total of £110.00 has been received as advance payments for Summer term 6 so is indicated as a “Debtor” in the 2016/17 accounts.

This means we have made a net profit for the Junior Club of £1,479.36.

As the senior clubs season finishes earlier than the Junior Clubs Summer Terms it is being proposed at the Clubs AGM that the account period be changed as follows as these means the accounts for both are finished before any AGM in May:-

In the section “8 FINANCE”

- Delete the third paragraph,
“The financial year of the club will end on 31st May, each year”.
- Add a new third paragraph,
“The financial year of the club will end on 30th April, each year”.

It is also being proposed at the Clubs AGM that as from the start of Autumn Term 1 on 1st September 2017 that the payment method for Junior Club Members be changed as follows:-

In the section “4 MEMBERSHIP FEES”

- Delete the third paragraph, “In the case of the Junior Club, the Fees will be paid as half termly for each of the Autumn, Spring & Summer school terms”.

- Add a new third paragraph, “In the case of the Junior Club, the agreed Fees are based on Autumn Terms 1 & 2, Spring Terms 4 & 5 and will be paid monthly from September to March (or April)”. “If possible all payments to be by BACS”. Any weeks available in Summer Terms 5 & 6 subject to additional payment.

It now seems for season 2017/18 (Autumn & Spring Terms) may only have 23 weeks then would propose the following Junior Club Membership fees.

- First Child - £17.00 monthly BACS payments from September (2017) to March (2018) = a total of 7 months £119.00.
- Second Child £15.00 monthly BACS payments from September (2017) to March (2018) = a total of 7 months £105.00.
- A letter would need to be issued to all parents advising the clubs bank account name, account number and sort code.
 - The monthly BACS payments would be due on the 1st day of the month.

Based on comments above and if below agreed would only need 20 members to cover the cost.

Should Head Coaches fee be increased to £20.00 / hour which is £30.00 for the session attended from 5:30pm to 7:00pm? Should the Assistant Head Coaches fee be increased to £16.00 / hour which is £20.00 for the session attended from 5:45pm to 7:00pm? On average the head coach arrives around 4:45pm for 5:30pm start & leaves around 7:45pm after packing away equipment etc. General also an average of 2/3 hours a week on updating register, accounts, documents, e-mails, texts etc to parents none of which is paid or required to be paid.

Again the club pay and send all volunteers on the Sport UK – “Safeguarding & Protecting Children” course @ £40.00?

Also pay the coaches any Badminton England Coaches Affiliation fess for season 2017/18. Could be three to four @ £40.00 each?

- For the Summer School holiday period consider to run only on 4th, 11th, 18th & 25th August 2017 as “£5.00 Pay as You Play”.
- These would generally be considered as non- coaching sessions unless players need some advice.
- Only book the use of two courts from 5:30pm to 7pm (assume £22.50 per week = £90.00 total)
- Have sessions open to anyone from school years 8 to 12 – do not have to be current club members.
- As club has funds then this year the coaches would be paid?

With the Junior Club at the 5:30 to 7:00pm session, being at capacity should we consider a further session on Fridays from either 4:00pm to 5:30pm or just 4:30 to 5:30pm ?

- This could be aimed at Junior School Children especially in school years 2- 6 (aged 7 years to 11 years) for Key Stage 1 & 2?
- We could use the new Badminton England “Racket Pack Project”.
 - I already have the resources but could apply for more to suit the age groups & be part of grant application?
- Discuss at AGM then if approved seek respective Grant Funding & start September 2017.
 - Everyone active Grant for £500.00; Youth Grant for £1000.00.

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