

## **Annual Return (AR30) form**

## Section 1 – About this form

An Annual Return must be completed by all societies registered under the Cooperative and Community Benefit Societies Act 2014 ('the Act') (including any societies previously registered under the Industrial and Provident Societies Act 1965) or the Co-operative and Community Benefit Societies Act (Northern Ireland) 1969 ('the Act') (including any societies previously registered under the Industrial and Provident Societies Act 1969). The Annual Return must include:

- this form;
- a set of the society's accounts; and
- where required, an audit report or report on the accounts.

A society must submit the Annual Return within 7 months of the end of the society's financial year. Failure to submit on time is a prosecutable offence.

Please note that this form, including any details provided on the form, will be made available to the public through the Mutuals Public Register <a href="https://mutuals.fca.org.uk">https://mutuals.fca.org.uk</a>.

For guidance on our registration function for societies under the Co-operative and Community Benefit Societies Act 2014, which includes guidance on the requirement to submit an Annual Return, please see here: <u>https://www.fca.org.uk/publication/finalised-guidance/fg15-12.pdf</u>

## Section 2 – About this application

Society name	Runcorn Linnets Football Club Limited	
Register number	29719R	
Registered address	The Millbank Linnets Stadium, Stockham Lane, Murdishaw, Runcorn.	
Postcode	WA7 6GJ	

### 2.1 What date did the financial year covered by these accounts end?

3	0		0	6		2	0	2	0	
---	---	--	---	---	--	---	---	---	---	--

## **Section 3 – People**

**3.1 Please provide the names of the people who were directors of the society during the financial year this return covers.** Some societies use the term 'committee member' or 'trustee' instead of 'director'. For ease of reference, we use 'director' throughout this form.

Name of director	Month and year of birth	
Michael Bignall	November	1973
Steven Bignall	December	1985
Peter Cartledge	August	1985
Joshua Christian	July	1993
James Eastup	Мау	1996
Paul Eastup	February	1966
Hedley Edwards	Мау	1939
David Jones	July	1980
Darren Law	April	1982
Steven Pritchard	June	1970
Paul Tandy	September	1951
James Sidwell	November	1982
Philip Wainwright	September	1954

Continue on to a separate sheet if necessary.

### 3.2 All directors must be 16 or older. Please confirm this is this case:

All directors are aged 16 or over  $\ \boxtimes$ 

### 3.3 Societies are within the scope of the Company Directors Disqualification Act 1986 (CDDA). Please confirm that no director is disqualified under that Act:

No director is disqualified  $\square$ 

**3.4 Please state any close links which any of the directors has with any society, company or authority.** 'Close links' includes any directorships or senior positions held by directors of the society in other organisations.

# **3.5 Please provide the name of the person who was secretary at the end of the financial year this return covers.** Societies must have a secretary.

Name of secretary	Month and year of birth	
David Bettley	June	1962

### **Section 4 – Financial information**

### 4.1 Please confirm that:

accounts are being submitted with this form	$\boxtimes$
the accounts comply with relevant statutory and accounting requirements	$\boxtimes$
the accounts are signed by two members and the secretary (3 signatures in total)	$\boxtimes$

# 4.2 Based on the accounts, please provide the information requested below for the financial year covered by this return.

Number of members	138
Turnover	129,408
Assets	52,728
Number of employees (if any)	N/A

Share capital	52,728
Highest rate of interest paid on shares (if any)	N/A

**4.3 What Standard Industrial Classification code best describesa a society's main business?** Where more than one code applies, please select take code that you feel best describes the society's main business activity. You will find a full list of codes here: <u>http://resources.companieshouse.gov.uk/sic/</u>

93120

## Section 5 – Audit

Societies are required to appoint an auditor to audited unless they are small or have disapplied this requirement. For further guidance see chapter 7 of our guidance: <a href="https://www.fca.org.uk/publication/finalised-guidance/fg15-12.pdf">https://www.fca.org.uk/publication/finalised-guidance/fg15-12.pdf</a>

### 5.1 Please select the audit option the society has complied with:

Full professional audit	
Auditor's report on the accounts	$\boxtimes$
Lay audit	
No audit	

# 5.2 Please confirm the audit option used by the society is compliant with the society's own rules and the Act

We have complied with the audit requirements  $\square$ 

# **5.3 Please confirm any audit report (where required) is being submitted with this Annual Return**

Yes	$\times$
Yes	$\times$

Not applicable  $\Box$ 

The information below impacts the level of audit required of the society's accounts. Please provide answers to the following questions.

# 5.4 Is this society accepted by HM Revenue and Customs (HMRC) as a charity for tax purposes?

Yes	
No	$\boxtimes$

# **5.5 If the society is registered with the Office of the Scottish Charity Regulator (OSCR) please provide your OSCR registration number.**

Not applicable	$\boxtimes$
OSCR number:	

### 5.6 Is the society a housing association?

No 🛛 Go to section 6

Yes 🛛 Go to question **5.7** 

# 5.7 Please confirm which housing regulator you are registered with, and provide the registration number they have given you:

	Registration number
Homes and Communities Agency	
Scottish Housing Regulator	
The Welsh Ministers	
Department for Communities (Northern Ireland)	

## Section 6 – Subsidiaries

### 6.1 Is the society a subsidiary of another society?

Yes	
No	$\boxtimes$

**6.2 Does the society have one or more subsidiaries?** (As defined in sections 100 and 101 of the Act)

Yes		Continue to question 6.3
No	$\boxtimes$	Continue to Section 7

**6.3 If the society has subsidiaries, please provide the names of them below** (or attach an additional sheet)

Registration Number	Name

**6.4 Please provide below (or on a separate sheet) the names of subsidiaries not dealt with in group accounts (if any) and reasons for exclusions:** (the society must have written authority from us to exclude a subsidiary from group accounts)

Registration Number	Name	Reason for exclusion

## Section 7– Condition for registration

All societies are registered meeting one of two conditions for registration. These are that the society is either:

- a bona fide co-operative society ('co-operative society'); or
- are conducting business for the benefit of the community ('community benefit society').

A society must answer the questions set out in either Section 7A or Section 7B of this form, depending on which condition of registration it meets.

If you are not sure which condition for registration applies to the society please see chapters 4 and 5 of our guidance: https://www.fca.org.uk/publication/finalised-guidance/fg15-12.pdf

## Section 7A - Co-operative societies

Co-operative societies must answer the following questions in relation to the financial year covered by this return.

**7A.1 What is the business of the society?** For example, did you provide housing, manufacture goods, develop IT systems etc.

**7A.2 Please describe the members' common economic, social and cultural needs and aspirations.** In answering this question, please make sure it is clear what needs and aspirations members had in common.

**7A.3 How did the society's business meet those needs and aspirations?** You have described the society's business answer to question 7A.1, and in question 7A.2 you have described the common needs and aspirations of members. Please now describe how during the year that business met those common needs and aspirations.

**7A.4 How did members democratically control the society?** For example, did the members elect a board at an annual general meeting; did all members collectively run the society.

**7A.5 What did the society do with any surplus or profit?** For instance, did you pay a dividend to members (and if so, on what basis); did money get reinvested in the business; put into reserves; used for some other purpose?

## **Section 7B - Community benefit societies**

Community benefit societies must answer the following questions in relation to the financial year covered by this return.

**7B.1 What is the business of the society?** For example, did you provide social housing, run an amateur sports club etc.

The society owns and runs a football club and manages its stadium, clubhouse and playing fields which are leased from Halton Borough Council.

### 7B.2 Please describe the benefits to the community the society

**delivered?** Here we are looking to see *what* the benefits to the community were. Community can be said to be the community at large. For example, did you relieve poverty or homelessness through thehakton provision of social housing.

Runcorn Linnets provides playing opportunities for men, women and children along with the chance for members and supporters to spectate at matches and volunteer within the club, thereby promoting the benefits of involvement in community sport.

**7B.3 Please describe how the society's business delivered these benefits?** The business of the society must be conducted for the benefit of the community. Please describe *how* the society's business (as described in answer to question 7B.1) provided benefit to the community.

Much of our focus away from the playing of fixtures and running the club during this financial year concerned the preparatory work and extensive application process which culminated in the club being chosen as a partner for the Sport England hybrid pitch pilot scheme and the installation of a world-class playing surface at our stadium. This is a mixture of grass and artificial fibres. We were chosen because of the size of our club in playing numbers and our standing in the non-league and grassroots game. A key component of the project is community engagement and while providing a high standard playing and training facility for our many and wide-ranging teams, the state-of-the art pitch is available for use by other clubs and teams. Installation work was under way as the financial year closed, rewarding our hard work over two years in meeting all the requirements for grant funding from the Football Foundation via the Football Association and Cheshire County FA to secure and deliver a high-standard facility not only for ourselves but also for the benefit of the wider community.

**7B.4 Did the society work with a specific community, and if so, please describe it here?** For instance, were the society's activities confined to a specific location; or to a specific group of people? Please note that in serving the needs of any defined community, the society should not inhibit the benefit to the community at large

The club is very proud to represent Runcorn at various levels against opposition from not only within our town, borough and county but throughout the North of England and nationally. Our on and off-field facilities are available for hire while our non-football events, the biggest of which this year was our beer festival, have proved popular with non-football fans. We worked with local secondary schools to offer and deliver free 2019-20 first-team season league passes to all year 10-11 pupils in Runcorn. The club has continued to support charities and good causes. At our FA Trophy home tie against fellow fans-owned club FC United of Manchester in November 2019, £547.45 was raised for the **Darby Rimmer Motor Neurone Foundation. We are always** keen to bring cheer to those in our community suffering strife or hardship. In the same month, for instance, we heard of the plight of two young brothers, aged 11 and nine, who had been robbed of their bicycles at knifepoint. They accepted our invitation to be matchday mascots at a game and thanks to the generosity of a member of the public, they were presented with replacement bikes at the ground. At Christmas, we held collections of food and clothing for the needy and homeless.

**7B.5 What did the society do with any surplus or profit?** For instance, did you donate the money; did money get reinvested in the business; put into reserves; used for some other purpose?

# The small surplus was used to help protect the club financially during the ongoing Covid-19 pandemic.

**7B.6** Please state any significant commercial arrangements that the society has, or had, with any other organisation that could create, or be perceived as creating, a conflict of interest. Please tell us how you ensured that any such conflict of interest did not prevent the society from acting for the benefit of the community.

Our income is generated from matchday revenue, fundraising, supporter donations, sponsorship by reputable local businesses and grants from bona fide organisations.

## **Section 8– Declaration**

The secretary of the society must complete this section.

Name	David Bettley	
My signature below confirms that the information in this form is accurate to the best of my knowledge		
Signature		
Position Trust secretary		
Date	March 12 <sup>th</sup> 2021	

### Section 9 – Submitting this form

Please submit a signed, scanned version of this form along with your accounts and any auditor's report by email to: mutualsannrtns@fca.org.uk.

Or you can post the form to:

Mutual Societies Financial Conduct Authority 12 Endeavour Square London E20 1JN

This form is available on the Mutuals Society Portal: <u>https://societyportal.fca.org.uk</u>

Registered as a Limited Company in England and Wales No. 1920623. Registered office as above.



# Annual Report 2020

## Runcorn Linnets FC Limited For the year ended 30 June 2020

Prepared by Burton Beavan



## Contents

- 3 Chairman's Report
- 4 Trust Information
- 5 Statement of the Board
- 6 Accountants Report
- 7 Profit and Loss
- 9 Balance Sheet
- 10 Client Approval
- **11** Notes to the Financial Statements



## **Chairman's Report**

## Runcorn Linnets FC Limited For the year ended 30 June 2020

I would like to start my first Chairman's Report with some thank yous. Thank you to Mike Bignall, Paul Eastup and Ste Pritchard for all their many years of service. Thank you to all our sponsors for their continued support during these difficult times. Thank you to all the fans for your well wishes since I was appointed Chairman and thank you to all our amazing volunteers, without you all this football club doesn't exist. Finally, I would like to thank Michael Ellison, Matt Cross, Chris Lawton and Gemma Mooney. Your contributions to this club in getting us promoted to the Northern Premier League will never be forgotten.

Now onto the future. In June we appointed Calum McIntyre as manager and he quickly set about assembling his management team, starting with bringing in the massively experienced Colin Woodthorpe as Assistant Manager and supplementing with Mike Allcock, Graeme Hewitt and Luke Davies. Lifelong Linnets fan David Phillips was also rewarded for his hard work as kit man and his work with previous goalkeepers by being appointed as Assistant Goalkeeper Coach. They have all fully embraced every aspect of our football club from the moment they were appointed. This season saw the installation of our new state of the art Hybrid Pitch. This pitch will allow the club to grow financially and provide our teams with a world class playing surface. The ongoing COVID-19 pandemic has had a massive impact on Non-League football with the last two seasons now being curtailed. Calum's team had made a good start to the season, with decent runs in both the FA Cup and FA Trophy only being ended in penalty shootouts and I know Calum was hoping to kick on following our hard fought victory over Prescot Cables on Boxing Day. Calum is confident of retaining the majority of the 2020/21 squad and will look to make a few quality additions which will see us being competitive at the top of the table.

The Runcorn Linnets Ladies achieved promotion to the North West Women's Regional League, Division 1 South, so massive congratulations to them. John Pickering and his team continue to do the club proud and it is great that the new hybrid pitch has allowed them to play more games at the Millbank. I hope it makes them feel more a part of the club and it was great to see so many Linnets fans attend their games.

The Juniors Section continue to provide football opportunities to the children of Runcorn with approximately 430 children playing in 32 teams as well as the Akidamey and Wildcats. This season saw the introduction of an Under21s team coached by Ste Chaney. I've attended all their games at the Millbank, and they have played some really good football and have attracted impressive crowds. I am looking forward to future developments in this area.

Off the pitch there have obviously been a lot of changes at the club, you have elected a new Trust Board and they have chosen me to be your Chairman. I am honoured to be given this responsibility and promise to do all I can to make your football club successful and take it to where I feel it belongs. Obviously fundraising and matchday revenues have been impacted by the pandemic, but we will be in a strong financial position once things return to relative normal. We have a lot of plans to improve the club which I will share with you in more detail in the coming months by publishing a Club Development Plan. We have already made a start on some of those improvements and I hope that when you all return to the Millbank you will be able to see the changes we have made.

Attendances have been down due to fans staying away because of the pandemic but attendances had been reducing before that. We need to make the Millbank a place that attracts fans and we can achieve that by having top quality facilities and providing good quality football on the pitch. Calum is already providing the quality football and it is up to the board to deliver the top-quality facilities. The club relies heavily on volunteers, whether it's matchday stewarding, working in the tea bar or grounds maintenance on non matchdays. We still have a number of long time volunteers and we are very grateful to them. When I took over as Chairman, I issued a request for volunteers and the response has been very heartening. We can always use more volunteers, so if you would like to get involved please get in touch.

This is your football club and I am always happy to hear from you. If there is anything you want to ask me or put to me, you can do so either through the club website or by catching me on a matchday, I'm always happy to talk about the Linnets.

Dave Jones Chairman March 2021



## **Trust Information**

## Runcorn Linnets FC Limited For the year ended 30 June 2020

#### Board Members (As at the 30th June 2020)

- Mike Bignall (Chairman)
- Paul Eastup (Vice Chairman)
- Steve Bignall
- Hedley Edwards
- Steve Pritchard
- James Sidwell
- Phil Wainwright
- Dave Jones
- James Eastup

#### Board Members (As at the 31st January 2021)

- Dave Jones (Chairman and Acting Treasurer)
- Peter Cartledge (Vice Chairman)
- Josh Christian
- James Eastup
- Grace Mantova
- Hedley Edwards
- Sam Phillips
- Alan Jones
- Jeff Jago
- James Sidwell
- Nick Woods

#### **Trust Secretary**

David Bettley

#### **Club Secretary**

• Peter Cartledge

#### **Registered Office**

The Millbank Linnets Stadium Stockham Lane Murdishaw Runcorn Cheshire WA7 6GJ



## **Statement of the Board**

## Runcorn Linnets FC Limited For the year ended 30 June 2020

The Board are required to prepare financial statements for each financial period, which give a true and fair view of the state of affairs of the association and of the income and expenditure of the association for that period. They consider that the Society is exempt from an audit.

In preparing those financial statements the Board are required to:

- select suitable accounting policies and apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is in appropriateto do so

The Board members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the association and to enable them to ensure that the financial statements comply with the Industrial and Provident Societies Acts 1965 -78. They are also responsible for safeguarding the assets of the association and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Board on the ..... and signed on its behalf by:

DocuSigned by: A74723EE1A7445A.

David Bettley

**Trust Secretary** 



## **Accountants Report**

## Runcorn Linnets FC Limited For the year ended 30 June 2020

We report on the financial statements for the year ended 30 June 2020. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

#### **RESPECTIVE RESPONSIBILITES OF OFFICERS & REPORTING ACCOUNTANTS**

As explained in the Statement of the Board of Management's Responsibilities, set out on the previous page, the board is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to carry out procedures designed to enable us to report our opinion in accordance with applicable law and Standards for reporting accountants' applicable in the United Kingdom.

#### **BASIS OF OPINION**

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants and so our procedures consisted of preparing the accounts with the records kept by the society and making such limited enquiries of the officers of the society as we consider necessary for the purpose of this report. These procedures provide the only assurance expressed in our opinion.

#### OPINION

In our opinion the income and expenditure account and the balance sheet for the period ending 30 June 2020 is in agreement with the books of account kept by the society and that, on the basis of the information contained in the books of account, they comply with the requirements of the Industrial & Provident Societies Act 1965, the Friendly and Industrial Provident Societies Act 1968 & the Cooperative & Community Benefit Societies Act 2014.

In our opinion the society has satisfied the conditions for exemption from an audit of the accounts for the period ended 30 June 2020 as set out in the Industrial and Provident Societies Act 1965 and the Friendly and Industrial and Provident Societies Act 1968 and did not at any time within the period fall within any of the categories of society not entitled to such exemption.

DocuSigned by: Burton Bearan

. . . . . . . . . . . . . . . . . . . 4CD4BAB5683F48F...

Burton Beavan

**Chartered Certified Accountants** 

112-114 Witton Street

Northwich

Cheshire

CW9 5NW



## **Profit and Loss**

## Runcorn Linnets FC Limited For the year ended 30 June 2020

	NOTES	2020	2019
Sales			
Match Day Receipts Income		41,230	54,513
Sponsorship Income		13,918	22,586
Grants and Donations Income		20,255	5,317
Bar Income		14,244	21,291
Cup Income		11,410	3,600
Membership Income		10,230	11,129
Season Tickets Income		6,373	5,206
Fundraising Income (Net of expenses)		9,708	10,989
Merchandise Income (Net of expenses)		2,029	1,349
Interest Income		12	11
Total Sales		129,408	135,991
Gross Profit		129,408	135,991
Expenses			
General Administration			
Staff Wages		58,023	71,109
Depreciation		6,452	2,718
Bar Costs and Repairs		13,210	17,050
Playing Kit and Laundry		9,827	3,441
Ground Expenses		10,782	6,342
Programmes and Advertising (Net)		3,472	2,031
Affiliation and Shared Gate Expenses		6,066	4,405
200 Club Prizes and Awards		5,070	5,119
Accountancy Fees		2,097	3,480
Match Officials		2,867	2,044
Insurance		2,771	2,611
League Fees		2,215	2,319
Legal and Licensing		1,404	188
Telephone and Internet		1,334	1,138
Training and Pitch Hire Costs		604	3,301
IT Costs		614	156
Bank and Payment Service Provider Fees		482	191
Medical Equipment and Physio		438	270
FA Fines		335	3,015
Employer NI		231	118
General Expenses		77	315
Pension Costs		11	26
Total General Administration		128,383	131,388
Total Expenses		128,383	131,388

Profit and Loss



	NOTES	2020	2019
Net Profit (Loss)		1,025	4,603



## **Balance Sheet**

## Runcorn Linnets FC Limited As at 30 June 2020

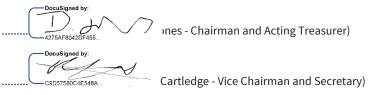
	NOTES	30 JUN 2020	30 JUN 2019
Fixed Assets			
Hybrid Pitch		79,100	-
Land and Buildings		15,000	16,000
Plant and Machinery		3,865	5,154
Total Fixed Assets		97,966	21,154
Current assets			
Runcorn Hybrid Account		35,844	-
Runcorn Lloyds Account		8,347	24,083
Runcorn Savings Account		6,834	6,156
Runcorn 200 Club Account		4,637	8,866
Runcorn PayPal Account		14	-
Cash Account		-	65
Runcorn Junior Account Debtor		9,651	850
Accrued Income		-	12,000
Total Current assets		65,327	52,020
Creditors: amounts falling due within one year			
Trade Creditors		48,214	-
Deferred Income		26,703	18,108
Accruals		1,647	2,040
Pensions Payable		1	-
PAYE Payable		-	1,306
Total Creditors: amounts falling due within one year		76,565	21,454
Net current assets (liabilities)		(11,238)	30,566
Total assets less current liabilities		86,728	51,720
Creditors: amounts falling due after more than one year			
Covid Loan		34,000	-
Total Creditors: amounts falling due after more than one year		34,000	-
Net Assets		52,728	51,720
Capital			
Ordinary Shares		138	155
Current Year Earnings		1,025	4,603
Retained Earnings		51,565	46,962
Total Capital		52,728	51,720



## **Client Approval**

## **Runcorn Linnets FC Limited** For the year ended 30 June 2020

9/3/2021 The financial statements were approved by the Board on the.....and signed on its behalf by



)nes - Chairman and Acting Treasurer)



## Notes to the Financial Statements

## Runcorn Linnets FC Limited For the year ended 30 June 2020

#### **1. Accounting Policies**

#### Basis of preparing the financial statements

The financial statements have been compiled on a basis which enables profits to be calculated in accordance with generally accepted accounting practice and which provides sufficient and relevant information to enable the completion of a tax return.

#### Turnover

There is a rolling membership, the annual renewal date falls on the anniversary of the date on which the member joined, and consequently income is stated on a receipts basis.

#### Tangible fixed assets

Depreciation is provided, at the following annual rates in order to write off each asset over its estimated useful life.

Hybrid Pitch	20 Year Straight Line
Land and Building	25 Year Straight Line
Plant and machinery	25% Reducing Balance

#### 2. Fixed Asset Schedule

	Land and Buildings	Plant and Machinery	Hybrid Pitch
Balance b/f	25,000.00	13,030.64	-
Additions	-	-	83,263.32
Disposals	-	-	-
Balance c/d	<u>25,000.00</u>	<u>13,030.64</u>	83,263.32
<b>Depreciation</b>			
Balance b/f	9,000.00	7,876.66	-
Charge for the year	<u>1,000.00</u>	1,288.50	4,133.18
Balance c/d	<u>10,000.00</u>	<u>9,165.16</u>	4,163.18
NBV			
As at 30th June 2020	15,000.00	3,865.48	79,100.14
As at 30th June 2019	16,000.00	5,153.98	-

Notes to the Financial Statements



#### 3. Creditors (Short Term)

	2020 Year End	2019 Year End
Trade Creditors	48,214	-
Accruals	1,647	2,040
Deferred Income	26,703	18,108
PAYE Payable	-	1,306
Pensions Payable	1	=
	76,565	21,454

#### 4. Creditors (Long Term)

	2020 Year End	2019 Year End
Covid Loan	34,000	-

#### 5. Debtors

	2020 Year End	2019 Year End
Cash at Bank and in Hand	55,676	39,170
Runcorn Junior Debtor Accounts	9,651	850
Accrued Income	=	<u>12,000</u>
	65,327	52,020

#### 6. Share Capital

Allocated, called up and fully paid shares Each member holds one share of £1 in the society.

These shares carry no rights to dividends or distributions on a winding up. Each member has a right to vote at a members meeting.

Under the Associations rules share capital is non-refundable; if a person ceases to be a member, the amount subscribed for the share becomes the property of the association.

	<u>2020</u>	<u>2019</u>
As at 1st July 2018	155	281
Issued during the year	22	7
Ineligible applications	-	-122
Written off on lapses in membership	-39	-11
As at 30th June 2019	<u>138</u>	<u>155</u>