



**Old Rutlishians' Association
(Unincorporated Association)**

Honorary Treasurer's Report & Accounts

***** 3 months ended 31 March 2020 *****

Annual General Meeting – 1 May 2020

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Honorary Treasurer's Report – 3 months ended 31 March 2020

Introduction

This report includes accounts for the 3 months ended 31 March 2020, being the date when the new Charitable Incorporated Organisation (CIO) took over the assets and undertakings of the Club. This transfer was in accordance with the members' resolutions carried at the 25th July 2019 Extraordinary General Meeting ("EGM").

Income and Expenditure

The operating position for the 3 months was significantly impacted by the Covid 19 situation. Bar revenues were down in March, particularly from cancellation of 6 Nations Rugby matches and other events, and we had to write off beer keg stock when the club was forced to close on 17th March.

The net operating deficit for the 3-month period was **£27,266**. In addition to Covid 19, the following items also impacted adversely on the results. Firstly, additional depreciation of **£9,508** to write off the remaining book value of re-wiring costs incurred in 2011 and 2014. Secondly, no Section Rents were charged, as we took this opportunity to re-align the accounting year ends between ORA and Sections prior to the introduction of the charity structure on 1 April. The adverse impact on the 3-month accounts was approximately **£8,200**. Thirdly, the accounts include the full cost for the annual fertilisation programme, which was planned and committed before the closure of the Club. This amounted to a charge of approximately **£8,000**.

Balance Sheet

At 31 March, the club's balance sheet showed net assets of **£128,550** (31/12/19: £155,817), and net current assets of **£63,531** (31/12/19: £79,979). Within this total, **£50,000** (31/12/19: £70,000) has been formally identified as reserves, and invested in a separate bank deposit account.

Cash Flow

Cash resources decreased by **£26,761** over the 3 months. This was partly due to the poor operating result and also paying down Trade Creditors before changing over to the new Charity on 1 April.

Outlook

At the time of writing, the Club is closed, and all staff have been "furloughed" under the UK Government's Coronavirus Job Retention Scheme, whereby the government pays **80%** of

staff salaries, initially for 3 months. The Club has also benefitted from the Emergency Fundraising initiative which has raised over **£14,000** and we have received a **£25,000** grant from the government's Retail & Hospitality Grant Scheme. The Clubhouse is being used as a Foodbank but this is not incurring any significant costs. Continuing efforts are being made to raise money and save costs, to ensure the Club is best able to withstand the financial impact of the current closure.

A handwritten signature in black ink, appearing to read 'S. Pfeifer', written in a cursive style.

Sandy Pfeifer – Honorary Treasurer

6 April 2020

Old Rutlishians Association (unincorporated association)
Balance Sheet as at 31 March 2020

	<u>Notes</u>	<u>31/03/2020</u> £	<u>31/12/2019</u> £
Fixed Assets			
Building improvements	2	37,863	130,683
Depreciation to date		<u>(24,214)</u>	<u>(107,015)</u>
		13,649	<u>23,669</u>
Plant & Equipment	2	42,684	101,897
Depreciation to date		<u>(16,987)</u>	<u>(74,125)</u>
		25,697	<u>27,771</u>
Investment - ORSGL	3	25,673	25,673
		<u>65,019</u>	<u>77,113</u>
Current Assets			
Stock		5,597	10,572
Debtors	4	22,419	15,246
Deposit Account		50,000	70,000
Cash at Bank & on Hand		22,211	28,972
		<u>100,227</u>	<u>124,789</u>
Current Liabilities			
Creditors & Accruals	5	36,696	43,558
Provision for Corporation Tax		0	1,252
		<u>36,696</u>	<u>44,810</u>
Net Current Assets		<u>63,531</u>	<u>79,979</u>
Non Current Liabilities			
Marstons Loan	6	0	-
Deferred Capital Grant	7	0	1,275
		<u>0</u>	<u>1,275</u>
Net Assets		<u>128,550</u>	<u>155,817</u>
Reserves Brought Forward		155,817	160,197
Current Year (Deficit) / Surplus		<u>(27,266)</u>	<u>(4,381)</u>
Net Reserves		<u>128,550</u>	<u>155,817</u>

Old Rutlishians Association (unincorporated association)
Income & Expenditure Account for the 3 months ended 31 March 2020
Comparison to full year 2019

	<u>Notes</u>	<u>Q1 2020</u> <u>£</u>	<u>2019</u> <u>£</u>
<u>Income</u>			
<u>Bar</u>			
- Income		47,174	299,766
- Cost of Sales		(45,910)	(219,753)
Net Bar Income	8	1,265	80,012
<i>Margin</i>		3%	27%
 <u>Events</u>			
- Income		777	34,814
- Cost of Sales	9	(1,307)	(35,043)
Net Events Income		(530)	(230)
 <u>Other Income</u>			
Membership Subs		4,174	25,490
Sections Rent		0	26,379
Property Income	10	13,524	53,383
Gaming		4,807	7,580
Grants & Donations		4,205	11,076
Sponsorship		0	4,500
Car Parking		4,420	16,093
Other		24	233
 Total Income		31,889	224,518
 <u>Expenditure</u>			
House	11	(10,515)	(56,000)
Utilities	12	(5,766)	(40,546)
Grounds	13	(18,556)	(64,793)
Licenses		(61)	(1,568)
Communications		(1,382)	(8,339)
Insurance		(3,044)	(9,666)
Finance & Admin	14	(7,740)	(32,256)
Depreciation		(12,093)	(14,479)
 Total Expenditure		(59,155)	(227,646)
 Corporation Tax		0	(1,253)
 Net Deficit		(27,266)	(4,381)

Old Rutlishians Association (unincorporated association)
Cash Flow Statement for the 3 months ended 31 March 2020

	<u>£</u>	<u>£</u>
Cash at beginning of year 1 Jan 2020		98,972
Operating Deficit - 3 months to 31/3/20	(27,266)	
<u>Add: Non Cash expenditure</u>		
- Depreciation	12,093	
- Stocktake 31/3/20	4,974	
<u>Less: Non Cash Income</u>		
- Writeback deferred grant	(1,275)	
Operating Cash Flow		(11,474)
<u>Change in Current Assets</u>		
Reduction in Creditors	(8,114)	
Increase in Debtors	(7,173)	
		(15,287)
Cash at 31 March 2020		<u>72,211</u>

Breakdown of Bank & Cash	<u>31/03/20</u>	<u>31/12/19</u>
	<u>£</u>	<u>£</u>
Bank Accounts	20,631	27,451
Safes	1,145	1,145
Bar Tills	435	376
Deposit Account	50,000	70,000
TOTAL	<u>72,211</u>	<u>98,972</u>

Old Rutlishians' Association (unincorporated association)
Notes forming part of the Accounts for 3 months ended 31 March 2020

1. Accounting Policies

Basis of accounting – the accounts have been prepared under the historical cost convention, on an accruals basis.

Stocks – have been valued at the lower of cost and realisable value.

Sections – other than rent and ORA membership income, these accounts do not include the operations of the Rugby, Cricket and Football sections.

Depreciation – all fixed assets including building refurbishment, are written off over 10 years.

2. Fixed Assets

	Building Improvements	Plant & Equipment
	£	£
Cost b/fwd	130,683	101,897
Additions		0
Disposals	(92,820)	(59,213)
Cost c/fwd	37,863	42,684
Depn b/fwd	107,015	74,125
Charged	10,019	2,075
Written back	(92,820)	(59,213)
C/fwd	24,214	16,987
Net Book Value		
31 March 2020	13,649	25,697
31 December 2019	23,669	27,771

3. Investments

The Old Rutlishians' Sports Ground Limited owned the land and buildings which are used by the Association, until it was transferred to the new Charitable Incorporated Organisation on 1 April. The investment consisted of:

	<u>31/03/2020</u>	<u>31/12/2019</u>
	£	£
Ordinary share capital	100	100
Current Account	25,573	25,573
	25,673	25,673

Old Rutlishians' Association (unincorporated association)
Notes forming part of the Accounts for 3 months ended 31 March 2020 (cont.)

4. Debtors

	<u>31/03/2020</u>	<u>31/12/2019</u>
	£	£
Outstanding rental income	5,397	3,414
Other Debtors & Prepayments	17,022	11,832
	<u>22,419</u>	<u>15,246</u>

Other Debtors includes £10,691 being Castle Water billing 12 months in advance at 1 April. The corresponding Creditor is shown within Trade Creditors below.

5. Creditors

	<u>31/03/2020</u>	<u>31/12/2019</u>
	£	£
Trade Creditors	10,748	20,627
Other Creditors & Accruals	21,538	15,587
Current Accounts - Sections	4,226	985
VAT	184	6,360
	<u>36,696</u>	<u>43,558</u>

Trade Creditors mainly comprises Castle Water – see Note 4 above.

6. Marstons' Loan

Comprises a £12,000 loan from Marston's Brewery, received in January 2017 which was amortised over the three-year period to which it related, and was fully written off at 31 December 2019. The loan was not repayable as the agreed volumes for purchases of beer and other drinks, were maintained

7. Deferred Capital Grant

Relates to receipt of £1,456 from Surrey Rugby in June 2018 towards funding of SISIS Quadraplay equipment for maintaining the Poplar Road playing fields. This grant was being amortised over the same period as the equipment was depreciated – 10 years, however in view of the change in legal entity and relatively small amount the grant has been recognised in full at closure of the books of the unincorporated association.

Old Rutlishians' Association (unincorporated association)
Notes forming part of the Accounts for 3 months ended 31 March 2020 (cont.)
Comparisons to full year 2019

8. Bar Income

	<u>31/03/2020</u>	<u>2019</u>
	£	£
Bar Sales	47,174	299,766
Purchases	(27,702)	(150,798)
Bar Wages	(16,062)	(60,013)
Consumables & Equipment	(1,530)	(4,810)
Credit card fees	(615)	(4,132)
Cost of Sales	<u>(45,910)</u>	<u>(219,753)</u>
Gross profit	<u>1,265</u>	<u>80,012</u>
<i>Gross Profit margin on sales-purchases</i>	41%	50%
<i>Gross Profit margin</i>	3%	27%

9. Net Events Income

	<u>31/03/2020</u>	<u>2019</u>
	£	£
<u>Income</u>		
- Annual Dinner	-	16,584
- Rutsfest	-	12,706
- Halloween	-	1,812
- Other	777	3,711
	<u>777</u>	<u>34,814</u>
<u>Expenditure</u>		
- Annual Dinner	-	(17,015)
- Rutsfest	-	(8,969)
- Halloween	-	(2,451)
- VP Events	-	(1,190)
- Other	(1,307)	(5,418)
	<u>(1,307)</u>	<u>(35,043)</u>
Net Events Income	<u>(530)</u>	<u>(230)</u>

Q1 2020 mainly includes income and expenditure related to comedy evening, where income was also recognised through bar takings.

Old Rutlishians' Association (unincorporated association)
Notes forming part of the Accounts for 3 months ended 31 March 2020 (cont.)
Comparisons with full year 2019

10. Property Income

	<u>31/03/2020</u>	<u>2019</u>
	£	£
Regular Hall Letting	3,260	12,927
Backflips	4,375	17,500
Japanese Dancers	1,077	6,810
Adhoc & Other	4,812	16,147
	<u>13,524</u>	<u>53,383</u>

11. House Expenditure

	<u>31/03/2020</u>	<u>2019</u>
	£	£
Salaries	2,619	10,273
Contract cleaning & materials	4,631	20,712
Maintenance & refurbishment	1,649	14,967
Security	560	4,145
Other	1,056	5,904
	<u>10,515</u>	<u>56,000</u>

12. Utilities Expenditure

	<u>31/03/2020</u>	<u>2019</u>
	£	£
Gas	1,259	3,113
Electricity	4,871	12,527
Water	2,670	4,394
Rubbish Collection	1,695	7,880
Alarms & Keys	686	3,235
Council Tax	(5,415)	9,397
	<u>5,766</u>	<u>40,546</u>

In March 2020, London Borough of Merton repaid Council Taxes paid since registration of the Charity in August 2019.

Old Rutlishians' Association (unincorporated association)
Notes forming part of the Accounts for 3 months ended 31 March 2020 (cont.)
Comparisons with full year 2019

13. Grounds Expenditure

	<u>31/03/2020</u>	<u>2019</u>
	£	£
Salaries	9,629	32,080
Maintenance	507	5,942
Seed & Fertiliser	7,283	10,403
Equipment Hire	505	5,691
Car park	-	4,219
Other	632	6,458
	<u>18,556</u>	<u>64,793</u>

Q1 2020 Includes costs of seed, fertiliser and equipment hire for works carried out in early April 2020 but committed to before the Covid 19 related closure of the club.

14. Finance & Admin

	<u>31/03/2020</u>	<u>2019</u>
	£	£
Legal expenses	2,650	16,123
Salaries	2,717	6,329
IT Costs	1,624	5,650
Sponsorships	-	1,571
Health & Safety	465	400
Payroll Bureau	150	410
Other	133	1,774
	<u>7,740</u>	<u>32,256</u>

Legal expenses include VAT advice and legal costs associated with finalisation of charity structure including transfer of Poplar Road property.