

Charity Registration No. 1150486 (England and Wales)  
Company Registration No. 07743643 (England and Wales)

**GET BERKSHIRE ACTIVE LIMITED**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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# GET BERKSHIRE ACTIVE LIMITED

## LEGAL AND ADMINISTRATIVE INFORMATION

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### Trustees

A M Couper  
G Harrison  
P W Owen OBE  
K R Ross MBE  
C Thelwall-Jones  
J S Worthy (Appointed 28 May 2020)  
J Halliday (Appointed 18 June 2020)  
T Hussain (Appointed 18 June 2020)  
R Leach (Appointed 18 June 2020)  
R A Parker (Appointed 18 June 2020)  
Dr H Singh (Appointed 11 March 2021)

### Secretary

B A Nicholls

### Charity number

1150486

### Company number

07743643

### Registered office

Temple Room  
Bisham Abbey Sports Centre  
Marlow Road  
Marlow  
Buckinghamshire  
United Kingdom  
SL7 1RR

### Auditor

Azets Audit Services  
7-8 Eghams Court  
Boston Drive  
Bourne End  
Buckinghamshire  
United Kingdom  
SL8 5YS

### Bankers

Barclays Bank PLC  
Leicester  
Leicestershire  
United Kingdom  
LE87 2BB

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# **GET BERKSHIRE ACTIVE LIMITED**

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# **GET BERKSHIRE ACTIVE LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)**

### **FOR THE YEAR ENDED 31 MARCH 2021**

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The trustees present their report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 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).

#### **Objectives and activities**

##### **Objectives and aims**

The Objectives of the Charitable Company, in accordance with its Memorandum of Association, are for the public benefit to promote community participation in healthy recreation for the benefit of the inhabitants of Berkshire in particular by:

- 1) Working with and through local agencies to increase levels of participation in sport and physical activity;
- 2) Promoting and providing programmes and services for sport, recreation, physical activity, informal education and other leisure time occupation for healthy recreation;
- 3) Promoting and providing facilities and services for recreational, sporting or other leisure time occupation in the interests of social welfare for the public at large or those who by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances, have need of such facilities and services;
- 4) The improvement and preservation of good health and well-being through participation in healthy recreation;
- 5) Education, training and coaching courses which promote physical health and fitness; and
- 6) Facilitating and providing impact evaluation, performance measurement and related intelligence for public benefit in the context of sport, recreation, physical activity and wider health and well-being.

In setting their objectives and planning their activities the Board have given careful consideration to the Charity Commission's guidance on public benefit.

#### **Achievements and performance**

##### **Who We Are**

Get Berkshire Active (GBA) are part of a network of 43 other similar organisations – Active Partnerships (APs) in England. We are loosely federated to and supported by a national team. We are a charity with a purpose to promote physical activity and sport to the benefit of the whole Berkshire population but specifically to support those most normally excluded.

# **GET BERKSHIRE ACTIVE LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

### **FOR THE YEAR ENDED 31 MARCH 2021**

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#### **Covid-19 & National Lockdowns**

This has been an unprecedented year which has affected all corners of society. We know that inequalities have widened and the ability to play sport and take part in physical activity has been dramatically impacted. At the same time, the understanding of the importance of physical activity to promote and support individual physical and mental wellbeing and community cohesion has never been higher. This report will highlight throughout the effect all this has had on GBA and how we have responded to it.

The most immediate and dramatic effect directly upon GBA and its staff was of course the requirement for remote working. Thankfully, as an organisation we had adopted significant IT changes, updates and improvements as far back as 2016. This included adopting MS 365 and the ability to work flexibly and remotely. This came to the fore during this period and the whole team were able to continue to work effectively and safely from home.

#### **Our Work with Sport England**

We continue to work closely with Sport England and they remain our major source of funding. Funding from Sport England (SE) is, in simple terms, in two forms. Our Primary Role funding; this allows us to exist and operate and deliver our primary role outputs. The other source is Programme funding which is granted specifically to deliver defined projects. During this period specific discussions and work with SE has revolved around:

- Responding to the pandemic and supporting organisations to maintain and adapt their offers. This has specifically come through and been delivered by SE's Tackling Inequality Fund (TIF) which is covered in detail in this report.
- Future funding arrangements - the current funding cycle theoretically ended in March 2021. However, due to the pandemic SE very helpfully rolled over the funding cycle for 1 further year and provided much greater flexibility around the use of the funds awarded. Discussion has been ongoing about changing the current funding system, whereby funds are specifically dedicated to certain projects and programmes dictated at a national level by SE, to a merged 'pot' that each AP can make decisions about how best to use based upon local knowledge and insight. This has started to have some effect already but will be more prevalent in the next reporting period (2021-2022) and beyond.
- SE have also spent the last year consulting on developing their new 10-year strategic plan which was launched in March 2021. In brief and at the top level it is about 'uniting the movement'. GBA has taken this opportunity to develop our own Strategic Intent and we have consulted our partners and stakeholders in its production. This is covered in more detail later in this report.

During this period we also had our performance follow-up review followed by a very positive one to one meeting with Sport England. We continue to be highly regarded by them.

#### **Strategic Networking**

A key role of all Active Partnerships is developing strategic networks across the county. GBA's role is to be the leading advocate for Sport and Physical Activity (PA) ensuring that key stakeholders such as NHS, Clinical Commissioning Groups (CCGs), Education Sector and Public Authorities maintain an emphasis and priority on physical activity. Our strategic engagement continues to grow locally and regionally. Due to the significantly increased interest in and importance of physical activity (due to covid and social isolation) our networks and conversations both with strategic partners but also community led organisations have increased exponentially. This has been significantly supported and enhanced by the Tackling Inequalities Fund (TIF) – more of which later in this report.

The Local Authority Forums have continued virtually with good representation across the six local authorities.

# **GET BERKSHIRE ACTIVE LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

### **FOR THE YEAR ENDED 31 MARCH 2021**

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#### **GBA Strategic Intent**

During this reporting period we have done intensive work to prepare and develop our new Strategic Intent. The timespan of our current Strategic Intent ran from April 2017 to March 2020 and thus we have worked with our board and key partners to develop our new 'fit for post pandemic' Strategic Intent ready for launch in April 2021. We have of course lent into the work that SE have been doing as they develop their own new 10-year strategy 'Uniting the Movement'. In developing our new intent during 2020 we have identified one priority built around three key themes. Our agreed priority going forward is 'tackling inequalities' - both in the provision and take up of PA/Sport and by using this to help tackle wider inequalities in society. This key priority will be tackled through the following key themes: 'Starting Life Well', 'Living Life Well' and 'Ageing Well'.

#### **Our Sport England Programmes of Work:**

##### **Workforce and Volunteering**

Coach Core: March 2020 saw the Coach Core programme in Berkshire pause, whereby apprentices were put on "a break" in learning due to furlough affecting the national programme tutors and their own employment. As the sector re-opened with easing Covid restrictions, apprentices were able to resume their learning virtually delivered by the programme tutor as well as some forms of coach delivery (some virtual and face-to-face). Due to the break in learning, the programme in Berkshire was extended to longer than 15 months to allow apprentices the time to continue gaining experience delivering in the sector and to prepare for the End Point Assessments.

Final grant payments to employers were made in December 2020, to support the employers to continue paying apprentices or to invest in delivery hours to provide apprentices with further experience in coaching and leading sessions. Two identified employers were supported with some extra funding via Coach Core's emergency funding stream to support them through the lockdown period in December.

March 2021 saw two out of the eight apprentices begin their final assessments and practical delivery of their community action projects, which makes up their End Point Assessment and final apprenticeship grade towards the Community Activator Level 2 qualification. All apprentices are scheduled to complete their Multi-Skills level 2 qualification by June 2021, and the remainder of the cohort are scheduled to have completed the apprenticeship by August 2021; however due to the nature of the extended programme the apprentices will be supported indefinitely through to completion of the programme.

Get Berkshire Active are committed to continue supporting and utilising the "future coaches" in our work provide high quality sport and physical activity across the county. Additionally, all of the apprentices have been guaranteed employment with their respective employer post-graduation from the Coach Core programme.

##### **Department of Education**

We have continued our work with DfE to deliver an online version of the leaders and volunteers programme focused on life skills. We've had a cohort of seven young people from a youth club in Bracknell complete an 8 week CPD accredited course, alongside one face to face session with mobile team challenge. The young people also took part in a 7 week walking challenge and social action programme instead of taking part in the School Games, as this was delivered virtually due to the pandemic.

Training & Courses: Get Berkshire Active organised a wide range and number of courses to support clubs and partners. Online workshops such as safeguarding, and Club Matters club development sessions were hosted as open courses. A bespoke and online mental health awareness workshop was delivered to local clubs and partners.

Club Support: From the commencement of lockdown in March 2020, support webpages were constructed to collate the latest guidance and resources published by various national partners including NGBs, Sport England and the Government, to support clubs and the workforce. Guidance on the national and local restrictions were also outlined to ensure that clubs and 3rd sector organisations were informed.

We sent out a survey in May 2020, to gather insight on how Covid-19 was affecting local sector organisations and clubs. We established that 54% of clubs at the time were still delivering to participants in an online format, and we ascertained key challenges being faced.

# **GET BERKSHIRE ACTIVE LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

### **FOR THE YEAR ENDED 31 MARCH 2021**

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The survey helped us to create an online clubs' forum event which was run in September 2020 to highlight best practice and to cover key emerging guidance about delivering club sessions during the lockdown and eventually return to play. Online delivery of sessions was a key focus for clubs, as was finding suitable facilities and venues for their return.

**Team Berkshire:** Our Workforce offer is being rebranded and redeveloped to ensure it fits the needs of targeted workforce groups. With continual input from an advisory board of local partners and sports clubs, we have redeveloped the workforce plan to enhance our workforce monitoring and the support that we offer to the professional and volunteer workforce in Berkshire. A bespoke online portal is in the early stages of design, which will host useful resources and e-learning for members of the workforce and will have a focus on supporting young leaders and coaches into careers within the sport & physical activity sector.

#### **School Games**

As a result of the COVID 19 pandemic there was a significant shift in how the School Games was delivered in the county with all of the delivery being virtual rather than face to face. This presented new challenges to GBA and the local School Games Networks that we work alongside but we had many successes.

These include:

- Reaching more schools who find it difficult accessing a face-to-face School Games
- Reaching many more young people in the county

During the year we:

- Engaged with 64,217 participants
- Delivered 26 events and 134 challenges
- Reached out to 117 schools
- Awarded 449 participation certificates and 576 awards
- Our skipping series engaged over 4000 pupils
- Paula Radcliffe's 2.15 Challenge engaged 3151 families

Our impact didn't stop with participation; 256 pupils from 22 schools became young leaders and 120 teachers were trained through the Youth Sport Trust Inclusion Schools programme.

Finally, we produced 51 resources to help support schools and families be active during the pandemic.

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

### **FOR THE YEAR ENDED 31 MARCH 2021**

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In addition to the conference we also supported schools and School Games Organisers by:

- Regularly updating the PSSP section of our website with key information and cascading it to partners and schools
- Meeting with individual primaries and clusters and supporting them with areas they want to develop

We also carried out some very localised mapping of how schools in Reading were allocating their premium. This was used to help shape a borough led, GBA supported project around increasing physical activity levels of young people and families in targeted communities.

#### **Children & Young People Active Lives Survey**

2020-21 was the third year of the Active Lives Children & Young People Survey, a national survey administered locally by GBA on behalf of Sport England. A random mix of primary, secondary, state and private schools from across the county are selected each term to complete the survey which is completed by pupils, parents of younger pupils and one teacher per school. The pandemic brought up many challenges with the survey being completed by many pupils at home rather than in school. Despite the challenges, GBA met the expectations of Sport England in terms of the number of schools who completed the survey. The survey helps us connect and engage with schools as well as it being a useful tool for schools to find out physical activity levels and habits of their pupils.

#### **Inclusive Sport**

Over the past year Inclusive sport has become embedded across the work of GBA with delivery through Ever Active and our Virtual School Games offer, support has also been provided to clubs and disability organisations through Satellite Clubs and Tackling Inequalities investment. The mental health support that we have been able to provide groups and clubs has also grown over the past year as result of us playing an active role in the South East Mind regional network led by Active Oxfordshire. We have been able to organise needs led workshops for clubs and plan an extensive support programme which is in the process of being delivered.

#### **Tackling Inequalities Fund**

The Tackling Inequalities Fund (TIF) is funded by Sport England and distributed by GBA as a response to the Pandemic. It is intended to support very small local organisations to survive, who SE were not connecting to at a national level, and to support those disadvantaged groups who were already less active or excluded, but were then affected even more disproportionately by Covid.

We have funded 44 projects so far, supporting a wide range of projects, from Rambling to Tennis, to footcare for the elderly and help for The Multiple Sclerosis Therapy Centre. TIF has distributed over £120,000 into the local system. Almost 70% of projects have been with non-traditional (non-sport) partners through community groups, health and youth partners. The below table illustrates the split between types of audience we have supported.

| Lower Socio-Economic Groups, | Disability | Black & Minority Ethnic groups | Long Term Health Conditions |
|------------------------------|------------|--------------------------------|-----------------------------|
| 42%                          | 21%        | 13%                            | 23%                         |

The programme has been deemed a significant success locally and nationally and helped position GBA as an agency that really can help when things are tough. It has also connected us to many new partners and the most disadvantaged audiences in a unique way. Most important of all it has helped almost 2,000 of the most vulnerable during this time. SE are considering how to continue this programme in the longer term, with another round of funding planned for the Autumn.

# **GET BERKSHIRE ACTIVE LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2021**

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### **The Active Medicine Programme**

2020-21 is the first full year of the Active Medicine Programme (AMP), a collaboration between the three Active Partnerships in Thames Valley and the Bucks, Oxon, and Berkshire West Integrated Care System (ICS), funded by a 2-year Sport England Workforce Innovation Fund. Its over-arching aim is to upskill health and social care workforces to have positive conversations that encourage and support patients to be more active.

After an intense 6-month scoping and planning period, April 2020 was due to be the launch of a series of face-to-face Motivational Interviewing (MI) training courses. While this was not the case, what has happened instead has arguably been even better. The team saw an opportunity to upskill the wider voluntary and community sector workforce in supporting residents to stay active during the pandemic through online workshops. As well as running with an idea to pilot online open 'lunch & learn' physical activity sessions to healthcare professionals across Thames Valley, and converting face-to-face MI training into an online modular course.

By working together across the Active Partnerships, nearly 700 people across various health and social care roles were trained in physical activity during this period, from doctors to social prescribers, telephone befrienders to employment advisors (185 in Berkshire). Evaluation results have shown that following training, people feel having conversations about being active are more important and feel more confident in having them. Due to this success, a further year of funding has been awarded from Health Education England Thames Valley.

### **Key Policies & Standards:**

#### **Equality & Diversity**

Get Berkshire Active is fully committed to the principles of equality of opportunity. We have a Board member championing this area and ensure staff and Board members complete the Equality training through our online training portal. We are currently awaiting guidance from Sports Structures and the Sports Council Equality Group for the new Framework when we will update our policy and action plan. As part of our equality work we have recently released statements for 'Tackling Racism and Racial Inequality' and on 'Promoting female safety' and signed up as a White Ribbon Supporter to show our commitment to ending male violence against women.

#### **Safeguarding**

GBA continues to be committed to ensuring that the safeguarding and protection of young people and vulnerable adults is at the heart of what we and our partners do. Over the past 12 months we have implemented planned work but we have also carried out work as a result of the pandemic

- We have delivered our 2020-21 Safeguarding Implementation plan
- Reviewed and updated our Safeguarding policies
- Organised a number Safeguarding courses for clubs and coaches all delivered in a virtual format
- Organised a series of specialised training to support coaches who work with targeted groups. This includes training around adverse childhood experiences
- Updated our website in line with COVID 19 and virtual delivery, this includes guidance on remote teaching and delivery and online abuse

# GET BERKSHIRE ACTIVE LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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### Local Programmes and Commissions (Non-Sport England Funded)

#### Living Well- employment support:

Department of Work and Pensions (DWP): Having previously delivered a successful employability programme, we were approached by DWP and asked to develop another similar application, this time supporting those at risk of becoming involved in criminal activity. This was developed in partnership (and funded by) the police and Reading Borough Council. A bid was submitted to DWP but put on pause due to covid, however we were successful with the other funders.

Elevate Employability - Crime Prevention Programme: Funded through Reading Borough Council, using Elevate City Deal legacy funds, we established a programme of personal and essential skills development using experiential learning. The implementation was seriously impacted by Covid, meaning we could not run face to face activities. The programme was adapted to an online option, working with partners; MTC and the Moonshot Series to blend GBA knowledge with their expertise. Moonshot delivered a self-led online personal development programme, whilst MTC delivered online, coach led, group sessions. We worked with several youth groups and DWP to obtain referrals. 41 young people accessed this programme with extremely positive feedback and positive outcomes for participants. Many of the outcomes were around Mental Health / resilience which became an increasingly significant concern in lockdown.

Cranbury College – Employability & Crime Prevention Programme: Funded by the Police as part of the above partnership programme, this element focussed on young people at most risk of unemployment and criminal exploitation when they left school. Working through the Pupil Referral Unit and with MTC, we ran an experiential learning programme which engaged 19 pupils. The feedback from pupils and staff was extremely positive in terms of the pupil's engagement and behaviour. Unfortunately, we only completed four weeks of the course as covid forced the school to stop external visitors prior to lockdown. We are currently talking to the Police about repurposing remaining funds.

Groundworks - Employability Programme: Funded by ESFA (European Social Funds), we established a similar programme to the Elevate programme, providing essential skills development through experiential learning. Once again, the implementation was seriously impacted by Covid. The programme was adapted to an online option, working with MTC to deliver online, coach-led, group sessions. We worked with several partners, including a homeless charity, and DWP to obtain referrals. 18 people accessed this programme with positive feedback and positive outcomes around self-esteem and future planning. However, the key outcome around jobs has been extremely challenging due to the economic environment. This is due to finish in Summer 2021.

Building Better Opportunities (BBO): BBO is funded by European Social Funds and Big Lottery to tackle employment and associated social issues in deprived communities. This programme has remained an important strategic relationship with GBA appointed vice chair of the steering group. In turn this positions GBA very well within community development in East Berkshire, providing connection / reputation with Local Authority Community Development departments and 3rd sector partners. Whilst lockdown has meant we have delivered very little for participants on this programme we have still delivered three training programmes to partner staff. This included motivational interviewing training.

#### Living Well – Reductions in crime:

Thames Valley Police (Project Activate): Project Activate has been paused for much of the year due to covid restrictions which have impacted on providers, venues, partners and participants being able to take part in any activity. However, we adapted various online and other forms of support which have included virtual boxing sessions and sharing positive messages through our social media platforms.

# **GET BERKSHIRE ACTIVE LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

### **FOR THE YEAR ENDED 31 MARCH 2021**

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Project Activate has had a successful 1.5 years of delivery, having provided ten Engagement events / tasters, three ongoing regular clubs (two boxing, 1 rugby) and we have engaged over 550 young people. The programme has proved to be very challenging due to the type of community and social issues being addressed and it has taken longer to see results. We have refined and adjusted our approach as our learning has improved and local trust has built. We have been successful in engaging young people, developing long term, local clubs and providing transferable skills to disadvantaged children through our targeted skills programme. We have worked well with multiple public and voluntary agencies through our role as steering group lead.

This programme is due to finish in Summer 2021, having extended the finish date due to Covid. The strategic impact of this programme provides exponentially greater added value as GBA now have a good relationship with local Thames Valley Police, Police & Crime Commissioners' office and Community Safety Partnerships. Reflected in being invited to present to the regional police conference and GBA leading on a crime prevention forum with TVP.

#### **Ageing Well – tackling social isolation and loneliness:**

Recruitment of new Active Ageing Officer: a new part time officer was recruited in January 2021 to lead on the coordination and delivery of our Ever-Active programmes.

Ever Active West Berkshire & Reading: Our Ever-Active programmes, targeting older people are designed to provide social, community-based provision. Throughout the pandemic, other than a short series of sessions throughout the summer, very little face to face delivery has taken place. A series of virtual sessions were launched in January, all chair based and still attempting to capture the social benefits associated with coming together as a group by building in some time for this at the end of each session. Our relationships with other organisations involved in these projects has remained and, in some instances, has strengthened and evolved. For example, Reading Borough Council recently funded us to pilot a one-to-one coaching programme for older people who have been shielding within their homes for several months.

#### **Starting Well and Living Well – supporting mental health:**

Mums' Zone: The Mums' Zone work involves both the delivery intervention and work to support system change in the Preconception and Maternity Frimley Integrated Care Service (ICS). From April 2020, the intervention changed to a weekly virtual offer for postpartum women with over 30 women participating during lockdown. The aim of the first intervention was to improve the mental wellbeing of postpartum women through a physical activity, social support and signposting programme. Following the success of the first intervention, Cathy secured a further £19K from Frimley ICS along with £10K from the Sports Council Trust to expand the intervention across Slough over a 12-month period which commenced in April 2021 with the virtual programme consisting of two classes per week. The new intervention targets both pregnant and postpartum women with the aims of supporting women with postnatal depression or at risk of mental health conditions through a physical activity and social support intervention. A face-to-face programme will take place from the summer alongside an on-going virtual offer. This project also involves the integration of a community allotment project for perinatal women linked to Wexham Park hospital through a collaboration with Home-Start Slough. Additional work has included engaging and championing physical activity training for community midwives through raising awareness of the current national physical activity guidelines and empowering pregnant women and new mothers to make informed choices about physical activity throughout motherhood. Mums' Zone is a scalable and adaptable model and with the support of the Preconception and Maternity system and strong influencing role community midwives can play GBA can influence this system in supporting an active lifestyle for pregnant and postpartum women and in turn giving babies a good start in life.

#### **Funding support for the sector:**

Project Activate: The Sports Council Trust Company (SCTC) awarded funding to GBA to administer small grants to physical activity projects seeking to target low socio-economic communities. 19 projects were awarded funding, covering a diverse range of groups across Berkshire. Many projects had to go on hold during lockdown, but some continued to offer a virtual programme and other projects will deliver as more restrictions ease.

# GET BERKSHIRE ACTIVE LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

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#### Investment:

It is part of Get Berkshire Active's role to source funding for sport and physical activity in the community. During this period, a total of £916K has been secured for programmes in Berkshire - £256K from non-Sport England sources and £660K has been invested in the county through Sport England's investment in our programmes.

#### Financial review

##### Results for the year:

The results are set out in the Statement of Financial Activities. Income for the year were £916K (2020: £826K), expenditure were £772K (2020: £807K) and the surplus for the year was £144K (surplus 2020: £19K). The fund balances carried forward at 31st March 2021 were £526K (2020: £382K) represented by unrestricted funds of £257K (2020: £262K) and restricted funds of £269K (2020: £120K).

##### Reserves Policy:

The company will set aside a sum by way of a reserve against unforeseen contingencies. This sum will be used in the event of the organisation being threatened with closure, for redundancy payments, to cover long term sickness liabilities and maternity pay. The company will seek to maintain reserves equivalent to three months budgeted expenditure and will include a sum for this operating reserve in budget planning. The charity now holds reserves exceeding this amount and has started to fund some projects within the county and maintain capacity in excess of current Sport England funding in order to deliver our objectives. The charity will continue to hold higher reserves short-term as the trustees recognise that this is prudent while we await our new funding settlement from Sport England. This is likely to be for the period April 2022-Mar 2025 but we will not know the amount until September 2021.

#### Structure, governance and management

##### Governing Document

The company is governed by its Memorandum and Articles of Association dated 17th August 2011 as amended by Special Resolutions dated 7th December 2012, 17th December 2015, 20th September 2017 and 11th December 2019 and constitutes a limited company, limited by guarantee, as defined by the Companies act 2006. GBA also publishes an annual governance statement in accordance with the UK Code of Sports Governance.

##### Board of Trustees

We had significant changes to the Board of Directors/Trustees at the very start of this period with the resignation of our previous Chair (due to increasing business and personal commitments) and the recruitment of a new Chair and several new board members. Details of our board can be found here. Later in this reporting period we had one further board departure and the recruitment of a further new member. We remain a Tier 3 organisation in terms of the UK Code of Sports Governance and believe we will be in a good position to maintain 'accreditation' to this when expected changes and updates take place in the next reporting period. Part of this is the requirement to have an external board evaluation every 4 years. During this reporting period we considered how best to conduct this and used a tender process for an external consultant to undertake this work. The review was initiated at the very end of this reporting period and thus its results will be reported next year.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

S J Anstiss MBE  
A M Couper  
A K Foister OBE  
G Harrison

(Resigned 18 June 2020)

(Resigned 18 June 2020)

# **GET BERKSHIRE ACTIVE LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

### **FOR THE YEAR ENDED 31 MARCH 2021**

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|                  |                              |
|------------------|------------------------------|
| R C Ingleby      | (Resigned 17 December 2020)  |
| T Lindfield      | (Resigned 11 March 2021)     |
| P W Owen OBE     |                              |
| D J Peaple       | (Resigned 18 June 2020)      |
| K R Ross MBE     |                              |
| C Thelwall-Jones |                              |
| J S Worthy       | (Appointed 28 May 2020)      |
| J Halliday       | (Appointed 18 June 2020)     |
| T Hussain        | (Appointed 18 June 2020)     |
| R Leach          | (Appointed 18 June 2020)     |
| R A Parker       | (Appointed 18 June 2020)     |
| Dr H Singh       | (Appointed 11 March 2021)    |
| C J Bird         | (Resigned 26 September 2020) |

#### **Trustee Recruitment**

Trustees are recruited through an open and competitive process using this recruitment pack. We aim to cast our net far and wide and recruit a diverse range of suitably qualified individuals paying attention to both gender and other diverse categories. There is an induction process which helps to guide the new trustee in the first weeks/months of their appointment.

# **GET BERKSHIRE ACTIVE LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021**

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### **Management**

GBA is led and managed by the CEO supported by an experienced Senior Leadership Team and a paid staff of mixed full and part-time. The current organisational chart is shown below:

### **Organisational structure**

The company, which operates under the name Get Berkshire Active, commenced in August 2011 and was registered as a charity on 14 January 2014 (registered Charity Commission no. 1150486).

The Directors give of their time freely and no remuneration was paid in the year.

The Directors meet as a Board at least three times a year to determine the general policy of the Charitable Company and to review its overall management and control for which they are legally responsible. The day to day running of the Company is delegated to the Company Secretary, Brett Nicholls, in his capacity as Chief Executive and the management team.

### **Induction and training of new trustees**

The Directors operate a continuing training programme designed to keep them informed and updated on current issues in the sector and regulatory requirements.

### **Risk management**

The Directors have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The Directors continue to keep the Company's activities under review, particularly with regards to any major risks that may arise from time to time as well the systems and procedures to manage them.

The Directors are satisfied that for all major risks identified appropriate controls have been put in place and maintained to mitigate those risks adequately. It is recognised that systems can provide only reasonable but not absolute assurance that major risks have been managed.

# GET BERKSHIRE ACTIVE LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

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### Statement of trustees' responsibilities

The trustees, who are also the directors of Get Berkshire Active Limited for the purpose 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that 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;
- 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity 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 charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Auditor

In accordance with the company's articles, a resolution proposing that Azets Audit Services be reappointed as auditor of the company will be put at a General Meeting.

### Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The trustees' report was approved by the Board of Trustees:



R A Parker

Trustee

Dated: 27/9/21

# GET BERKSHIRE ACTIVE LIMITED

## INDEPENDENT AUDITOR'S REPORT

### TO THE TRUSTEES OF GET BERKSHIRE ACTIVE LIMITED

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#### Opinion

We have audited the financial statements of Get Berkshire Active Limited (the 'charity') for the year ended 31 March 2021 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

#### Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

# GET BERKSHIRE ACTIVE LIMITED

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF GET BERKSHIRE ACTIVE LIMITED

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#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

#### **Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

# GET BERKSHIRE ACTIVE LIMITED

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF GET BERKSHIRE ACTIVE LIMITED

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#### **Extent to which the audit was considered capable of detecting irregularities, including fraud**

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above and on the Financial Reporting Council's website, to detect material misstatements in respect of irregularities, including fraud.

We obtain and update our understanding of the entity, its activities, its control environment, and likely future developments, including in relation to the legal and regulatory framework applicable and how the entity is complying with that framework. Based on this understanding, we identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. This includes consideration of the risk of acts by the entity that were contrary to applicable laws and regulations, including fraud.

In response to the risk of irregularities and non-compliance with laws and regulations, including fraud, we designed procedures which included:

- Enquiry of management and those charged with governance around actual and potential litigation and claims as well as actual, suspected and alleged fraud;
- Reviewing minutes of meetings of those charged with governance;
- Assessing the extent of compliance with the laws and regulations considered to have a direct material effect on the financial statements or the operations of the entity through enquiry and inspection;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Performing audit work over the risk of management bias and override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for indicators of potential bias.
- Reviewing the allocation of restricted fund income and expenditure to ensure compliance with the legal requirements of the SORP in relation to restricted funds.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

# GET BERKSHIRE ACTIVE LIMITED

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF GET BERKSHIRE ACTIVE LIMITED

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#### Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



**Christopher Nisbet BA(Hons) FCA (Senior Statutory Auditor)**  
for and on behalf of Azets Audit Services

29/09/2021

**Chartered Accountants**  
**Statutory Auditor**

7-8 Eghams Court  
Boston Drive  
Bourne End  
Buckinghamshire  
United Kingdom  
SL8 5YS

# GET BERKSHIRE ACTIVE LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

|                                                                             | Notes | Unrestricted<br>funds<br>2021<br>£ | Restricted<br>funds<br>2021<br>£ | Total<br>2021<br>£ | Unrestricted<br>funds<br>2020<br>£ | Restricted<br>funds<br>2020<br>£ | Total<br>2020<br>£ |
|-----------------------------------------------------------------------------|-------|------------------------------------|----------------------------------|--------------------|------------------------------------|----------------------------------|--------------------|
| <b><u>Income from:</u></b>                                                  |       |                                    |                                  |                    |                                    |                                  |                    |
| Charitable activities                                                       | 3     | 8,655                              | 902,469                          | 911,124            | 34,837                             | 787,875                          | 822,712            |
| Investments                                                                 | 4     | 4,606                              | -                                | 4,606              | 3,628                              | -                                | 3,628              |
| <b>Total income</b>                                                         |       | <b>13,261</b>                      | <b>902,469</b>                   | <b>915,730</b>     | <b>38,465</b>                      | <b>787,875</b>                   | <b>826,340</b>     |
| <b><u>Expenditure on:</u></b>                                               |       |                                    |                                  |                    |                                    |                                  |                    |
| Charitable activities                                                       | 5     | 19,520                             | 752,499                          | 772,019            | 44,840                             | 762,187                          | 807,027            |
| <b>Net (outgoing)/<br/>incoming resources<br/>before transfers</b>          |       | <b>(6,259)</b>                     | <b>149,970</b>                   | <b>143,711</b>     | <b>(6,375)</b>                     | <b>25,688</b>                    | <b>19,313</b>      |
| Gross transfers<br>between funds                                            |       | 890                                | (890)                            | -                  | (4,662)                            | 4,662                            | -                  |
| <b>Net (expenditure)/income<br/>for the year/<br/>Net movement in funds</b> |       | <b>(5,369)</b>                     | <b>149,080</b>                   | <b>143,711</b>     | <b>(11,037)</b>                    | <b>30,350</b>                    | <b>19,313</b>      |
| Fund balances at 1<br>April 2020                                            |       | 262,460                            | 119,919                          | 382,379            | 273,496                            | 89,120                           | 362,616            |
| <b>Fund balances at 31<br/>March 2021</b>                                   |       | <b>257,091</b>                     | <b>268,999</b>                   | <b>526,090</b>     | <b>262,459</b>                     | <b>119,919</b>                   | <b>382,378</b>     |

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# GET BERKSHIRE ACTIVE LIMITED

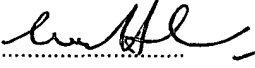
## BALANCE SHEET

AS AT 31 MARCH 2021

|                                                       | Notes | 2021<br>£      | £              | 2020<br>£      | £              |
|-------------------------------------------------------|-------|----------------|----------------|----------------|----------------|
| <b>Current assets</b>                                 |       |                |                |                |                |
| Debtors                                               | 8     | 104,618        |                | 60,709         |                |
| Cash at bank and in hand                              |       | 571,068        |                | 483,290        |                |
|                                                       |       | <u>675,686</u> |                | <u>543,999</u> |                |
| <b>Creditors: amounts falling due within one year</b> | 9     | (149,596)      |                | (161,621)      |                |
| <b>Net current assets</b>                             |       |                | <u>526,090</u> |                | <u>382,378</u> |
| <b>Income funds</b>                                   |       |                |                |                |                |
| Restricted funds                                      | 10    | 268,999        |                | 119,919        |                |
| Unrestricted funds                                    |       | 257,091        |                | 262,459        |                |
|                                                       |       | <u>526,090</u> |                | <u>382,378</u> |                |

The financial statements were approved by the Trustees on 23 Sept 2021.

  
P W Owen OBE  
Trustee

  
R A Parker  
Trustee

Company Registration No. 07743643

# GET BERKSHIRE ACTIVE LIMITED

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2021

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|                                                     | Notes | 2021<br>£ | £       | 2020<br>£ | £       |
|-----------------------------------------------------|-------|-----------|---------|-----------|---------|
| <b>Cash flows from operating activities</b>         |       |           |         |           |         |
| Cash generated from operations                      | 13    |           | 83,172  |           | 38,264  |
| <b>Investing activities</b>                         |       |           |         |           |         |
| Interest received                                   |       | 4,606     |         | 3,628     |         |
| <b>Net cash generated from investing activities</b> |       |           | 4,606   |           | 3,628   |
| <b>Net cash used in financing activities</b>        |       |           | -       |           | -       |
| <b>Net increase in cash and cash equivalents</b>    |       |           | 87,778  |           | 41,892  |
| Cash and cash equivalents at beginning of year      |       |           | 483,290 |           | 441,398 |
| <b>Cash and cash equivalents at end of year</b>     |       |           | 571,068 |           | 483,290 |

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# GET BERKSHIRE ACTIVE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2021

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#### 1 Accounting policies

##### Charity information

Get Berkshire Active Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is Temple Room, Bisham Abbey Sports Centre, Marlow Road, Marlow, Buckinghamshire, SL7 1RR, United Kingdom.

##### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006 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). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

##### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

##### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

##### 1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

# GET BERKSHIRE ACTIVE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

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### 1 Accounting policies

(Continued)

#### 1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.7 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.8 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.9 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

# GET BERKSHIRE ACTIVE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 1 Accounting policies

(Continued)

##### 1.10 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

#### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### 3 Charitable activities - Income

|                                    | Sports<br>England<br>2021<br>£ | Local<br>Authority<br>2021<br>£ | Other public<br>body<br>2021<br>£ | Non - public<br>2021<br>£ | Total<br>2021<br>£ | Total<br>2020<br>£ |
|------------------------------------|--------------------------------|---------------------------------|-----------------------------------|---------------------------|--------------------|--------------------|
| Sales within charitable activities | 659,281                        | 115,228                         | 91,750                            | 44,865                    | 911,124            | 822,712            |
| Analysis by fund                   |                                |                                 |                                   |                           |                    |                    |
| Unrestricted funds                 | -                              | -                               | -                                 | 8,655                     | 8,655              | 34,837             |
| Restricted funds                   | 659,281                        | 115,228                         | 91,750                            | 36,210                    | 902,469            | 787,875            |
|                                    | 659,281                        | 115,228                         | 91,750                            | 44,865                    | 911,124            | 822,712            |

#### For the year ended 31 March 2020

|                                    | Sports<br>England<br>£ | Local<br>Authority<br>£ | Other public<br>body<br>£ | Non - public<br>£ | Total<br>2020<br>£ |
|------------------------------------|------------------------|-------------------------|---------------------------|-------------------|--------------------|
| Sales within charitable activities | 552,808                | 104,067                 | 10,000                    | 155,837           | 822,712            |
| Analysis by fund                   |                        |                         |                           |                   |                    |
| Unrestricted funds                 | -                      | -                       | -                         | 34,837            | 34,837             |
| Restricted funds                   | 552,808                | 104,067                 | 10,000                    | 121,000           | 787,875            |
|                                    | 552,808                | 104,067                 | 10,000                    | 155,837           | 822,712            |

# GET BERKSHIRE ACTIVE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 4 Investments

|                     | Unrestricted funds | Unrestricted funds |
|---------------------|--------------------|--------------------|
|                     | 2021               | 2020               |
|                     | £                  | £                  |
| Interest receivable | 4,606              | 3,628              |

### 5 Charitable activities - Expenditure

|                               | Sport England<br>2021<br>£ | Local Authority<br>2021<br>£ | Other public body<br>2021<br>£ | Non - public<br>2021<br>£ | Total<br>2021<br>£ | Total<br>2020<br>£ |
|-------------------------------|----------------------------|------------------------------|--------------------------------|---------------------------|--------------------|--------------------|
| Staff costs                   | 362,604                    | 21,965                       | 4,000                          | 41,797                    | 430,366            | 405,974            |
| Direct costs                  | 189,218                    | 54,485                       | 9,257                          | 31,949                    | 284,909            | 329,436            |
| Governance and board meetings | 2,324                      | -                            | -                              | -                         | 2,324              | 2,202              |
| Rent                          | 19,755                     | -                            | -                              | -                         | 19,755             | 19,501             |
| Travel                        | 19                         | -                            | -                              | -                         | 19                 | 7,726              |
| Insurance                     | 1,588                      | -                            | -                              | -                         | 1,588              | 2,019              |
| Partnership meetings          | -                          | -                            | -                              | -                         | -                  | 4,983              |
| Post, printing and stationery | 757                        | -                            | -                              | -                         | 757                | 1,771              |
| IT and communications         | 3,800                      | -                            | -                              | -                         | 3,800              | 3,449              |
| Marketing                     | 4,660                      | -                            | -                              | -                         | 4,660              | 9,401              |
| Computer and website costs    | 13,429                     | -                            | -                              | -                         | 13,429             | 7,920              |
| Other office costs            | 5,900                      | -                            | -                              | -                         | 5,900              | 8,360              |
| Payroll costs                 | 972                        | -                            | -                              | -                         | 972                | 702                |
|                               | 605,026                    | 76,450                       | 13,257                         | 73,746                    | 768,479            | 803,444            |
| Audit fee                     | 3,540                      | -                            | -                              | -                         | 3,540              | 3,583              |
|                               | 608,566                    | 76,450                       | 13,257                         | 73,746                    | 772,019            | 807,027            |
| <b>Analysis by fund</b>       |                            |                              |                                |                           |                    |                    |
| Unrestricted funds            | -                          | -                            | -                              | 19,520                    | 19,520             | 44,840             |
| Restricted funds              | 608,566                    | 76,450                       | 13,257                         | 54,226                    | 752,499            | 762,187            |
|                               | 608,566                    | 76,450                       | 13,257                         | 73,746                    | 772,019            | 807,027            |

# GET BERKSHIRE ACTIVE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 5 Charitable activities - Expenditure

(Continued)

For the year ended 31 March 2020

|                               | Sport<br>England<br>£ | Local<br>Authority<br>£ | Other public<br>body<br>£ | Non - public<br>£ | Total<br>2020<br>£ |
|-------------------------------|-----------------------|-------------------------|---------------------------|-------------------|--------------------|
| Staff costs                   | 332,157               | 22,065                  | 9,015                     | 42,737            | 405,974            |
| Direct costs                  | 145,037               | 79,618                  | 10,942                    | 93,839            | 329,436            |
| Governance and board meetings | 2,202                 | -                       | -                         | -                 | 2,202              |
| Rent                          | 19,501                | -                       | -                         | -                 | 19,501             |
| Travel                        | 5,734                 | 801                     | 595                       | 596               | 7,726              |
| Insurance                     | 2,019                 | -                       | -                         | -                 | 2,019              |
| Partnership meetings          | 4,983                 | -                       | -                         | -                 | 4,983              |
| Post, printing and stationery | 1,771                 | -                       | -                         | -                 | 1,771              |
| IT and communications         | 3,449                 | -                       | -                         | -                 | 3,449              |
| Marketing                     | 9,401                 | -                       | -                         | -                 | 9,401              |
| Computer and website costs    | 7,920                 | -                       | -                         | -                 | 7,920              |
| Other office costs            | 5,199                 | 599                     | 25                        | 2,537             | 8,360              |
| Payroll costs                 | 702                   | -                       | -                         | -                 | 702                |
|                               | <u>540,075</u>        | <u>103,083</u>          | <u>20,577</u>             | <u>139,709</u>    | <u>803,444</u>     |
| Audit fee                     | 3,583                 | -                       | -                         | -                 | 3,583              |
|                               | <u>543,658</u>        | <u>103,083</u>          | <u>20,577</u>             | <u>139,709</u>    | <u>807,027</u>     |
| <b>Analysis by fund</b>       |                       |                         |                           |                   |                    |
| Unrestricted funds            | -                     | -                       | -                         | 44,840            | 44,840             |
| Restricted funds              | <u>543,658</u>        | <u>103,083</u>          | <u>20,577</u>             | <u>94,869</u>     | <u>762,187</u>     |
|                               | <u>543,658</u>        | <u>103,083</u>          | <u>20,577</u>             | <u>139,709</u>    | <u>807,027</u>     |

#### 6 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year. (2020: same)

In the current year, Directors/Trustees indemnity insurance was included within the overall insurance cover for the period. (2020: same)

# GET BERKSHIRE ACTIVE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 7 Employees

#### Number of employees

The average monthly number of employees during the year was:

|                             | 2021<br>Number | 2020<br>Number |
|-----------------------------|----------------|----------------|
| Average number of employees | 13             | 12             |

#### Employment costs

|                       | 2021<br>£ | 2020<br>£ |
|-----------------------|-----------|-----------|
| Wages and salaries    | 366,784   | 348,205   |
| Social security costs | 28,099    | 26,431    |
| Other pension costs   | 35,483    | 31,338    |
|                       | 430,366   | 405,974   |

The number of employees whose annual remuneration was £60,000 or more were:

|  | 2021<br>Number | 2020<br>Number |
|--|----------------|----------------|
|  | 1              | 1              |

### 8 Debtors

#### Amounts falling due within one year:

|                                | 2021<br>£ | 2020<br>£ |
|--------------------------------|-----------|-----------|
| Trade debtors                  | 103,692   | 51,646    |
| Prepayments and accrued income | 926       | 9,063     |
|                                | 104,618   | 60,709    |

### 9 Creditors: amounts falling due within one year

|                              | 2021<br>£ | 2020<br>£ |
|------------------------------|-----------|-----------|
| Trade creditors              | 12,919    | 22,634    |
| Other creditors              | 4,816     | 4,816     |
| Accruals and deferred income | 131,861   | 134,171   |
|                              | 149,596   | 161,621   |

# GET BERKSHIRE ACTIVE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 10 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

|                                         | Movement in funds          |                       |                       |              |                             |
|-----------------------------------------|----------------------------|-----------------------|-----------------------|--------------|-----------------------------|
|                                         | Balance at<br>1 April 2020 | Incoming<br>resources | Resources<br>expended | Transfers    | Balance at<br>31 March 2021 |
|                                         | £                          | £                     | £                     | £            | £                           |
| Sports England                          | 65,620                     | 659,281               | (609,204)             | (561)        | 115,136                     |
| Active Medicine (non-SE)                | 10,678                     | 73,000                | (6,331)               | -            | 77,347                      |
| Mum's Zone                              | -                          | 21,750                | (144)                 | -            | 21,606                      |
| Elevate                                 | -                          | 35,000                | (20,877)              | -            | 14,123                      |
| Berkshire Community Fund (School Games) | 10,000                     | -                     | -                     | -            | 10,000                      |
| Others (11 smaller projects)            | 33,621                     | 113,438               | (115,943)             | (329)        | 30,787                      |
|                                         | <u>119,919</u>             | <u>902,469</u>        | <u>(752,499)</u>      | <u>(890)</u> | <u>268,999</u>              |

The restricted funds and their purpose have been detailed in the trustees report on page 2 to 9.

#### 11 Analysis of net assets between funds

|                                                    | Unrestricted<br>funds<br>2021<br>£ | Restricted<br>funds<br>2021<br>£ | Total<br>2021<br>£ | Unrestricted<br>funds<br>2020<br>£ | Restricted<br>funds<br>2020<br>£ | Total<br>2020<br>£ |
|----------------------------------------------------|------------------------------------|----------------------------------|--------------------|------------------------------------|----------------------------------|--------------------|
| Fund balances at 31 March 2021 are represented by: |                                    |                                  |                    |                                    |                                  |                    |
| Current assets/ (liabilities)                      | 257,091                            | 268,999                          | 526,090            | 262,907                            | 119,471                          | 382,378            |
|                                                    | <u>257,091</u>                     | <u>268,999</u>                   | <u>526,090</u>     | <u>262,907</u>                     | <u>119,471</u>                   | <u>382,378</u>     |

#### 12 Related party transactions

##### Remuneration of key management personnel

The remuneration of key management personnel is as follows.

|                        | 2021<br>£     | 2020<br>£     |
|------------------------|---------------|---------------|
| Aggregate compensation | <u>96,686</u> | <u>96,377</u> |

During the year, the charity made payments of £2,800 (2020: £3,600) to the Berkshire Cricket Foundation as grants, where the finance director for both entities is the same individual. There were no outstanding balances at the year end (2020: £nil).

# GET BERKSHIRE ACTIVE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

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| 13 | Cash generated from operations                                    | 2021<br>£     | 2020<br>£     |
|----|-------------------------------------------------------------------|---------------|---------------|
|    | Surplus for the year                                              | 143,711       | 19,313        |
|    | Adjustments for:                                                  |               |               |
|    | Investment income recognised in statement of financial activities | (4,606)       | (3,628)       |
|    | Movements in working capital:                                     |               |               |
|    | (Increase) in debtors                                             | (43,910)      | (22,130)      |
|    | (Decrease)/increase in creditors                                  | (12,025)      | 44,709        |
|    | <b>Cash generated from operations</b>                             | <u>83,170</u> | <u>38,264</u> |
| 14 | <b>Analysis of changes in net funds</b>                           |               |               |
|    | The charity had no debt during the year.                          |               |               |