

COMPANY NUMBER: 4982682
CHARITY NUMBER: 1117186

BOLTON COMMUNITY LEISURE LIMITED
a company limited by guarantee

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018

Crane & Partners
Chartered Accountants



BOLTON COMMUNITY LEISURE LIMITED
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FOR THE YEAR ENDED 31 DECEMBER 2018

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BOLTON COMMUNITY LEISURE LIMITED

SCHEDULE OF ADVISORS

Directors / Trustees

Robert Atkinson
Anne Bain
John Byrne
Inayat Omarji
Sara Sharrock
John Shepley
David Singleton
Dr Margaret Talbot

Registered Office

Horwich Leisure Centre
Victoria Road
Horwich
Bolton
BL6 5PY

Secretary

John Shepley

Auditors

Crane & Partners
Leonard House
5-7 Newman Road
Bromley
Kent
BR1 1RJ

Solicitors

Eversheds LLP
Senator House
85 Queen Victoria Street
London
EC4V 4JL

Bankers

National Westminster
24 Deansgate
Bolton
Lancashire
BL1 1BN

BOLTON COMMUNITY LEISURE LIMITED

CHAIR'S STATEMENT

FOR THE YEAR ENDED 31 DECEMBER 2018

This is the fifteenth and what could have been the final full year of the operation of Bolton Community Leisure Limited (the Trust) but in December the Council confirmed a two year grant extension to allow them time to review and determine future procurement options. Over the coming months the Board will need to get a better understanding of what this means for the future direction of the Trust and how and where it positions itself.

Overall patronage was over 1.3 million which has again risen year on year, by over 80,000 compared to 2017, despite yet a further increase in private sector facilities within Bolton. We have clearly demonstrated that the provision of a quality offer for customers results in more people becoming more active more often. The Trust is committed to the Bolton 2030 Vision of an 'active Bolton'.

In 2018 we successfully launched a second 3G facility within the portfolio at Horwich Leisure Centre and we will continue to look at opportunities to invest in the centres to improve and expand the leisure offer for the Bolton family.

We have continued the Council's commitment to free swimming for the under 17's with some 55,000 visits by young people over the year and over 181,000 visits by over 65's participating in a variety of free activities including swimming, health and fitness and indoor bowls.

Our swimming programme continues to be extremely popular with over 4,600 children enrolled and 86 primary and nursery schools attending the Education Swim Programme. There has been continued investment in training for swimming teachers and have a programme of assessment to monitor and observe the teachers twice a year to ensure we continue to deliver lessons to a consistently high standard.

Our More Gymnastics Academy programme continues to grow with our current programme at 95% occupancy and beginners at 100% occupancy. After recruiting new coaches and developing some of our gymnasts to gain qualifications the programme will be expanded to open up additional places in 2019.

The new Horwich Leisure Centre has been very well received and overall patronage has increased by 23% compared to 2017 with the most significant increase being in class attendances which have increased by 68% and the centre now has over 3,000 health and fitness members.

The Jason Kenny Centre has hosted a number of water polo tournaments during the year including junior international games between England and Australia which has resulted in booking requests by the British League for the coming year.

At a Greater Manchester level, we have been working with other Trust's across the region and secured funding for an ongoing offer of supported prescribed physical activity, nutritional support and psychosocial intervention for people diagnosed with cancer to complement our very successful Health Pathway programme.

I again would like to thank Trustees, officers of the Trust, Bolton Council and Serco Leisure for their efforts in increasing participation, progressing the development of the leisure offer and commitment to continuous service improvement.



David Singleton
Chair, Bolton Community Leisure Limited
17 May 2019

BOLTON COMMUNITY LEISURE LIMITED

COMPANY NUMBER: 4982682

CHARITY NUMBER: 1117186

TRUSTEES' ANNUAL REPORT AND REPORT OF THE DIRECTORS

FOR THE YEAR ENDED 31 DECEMBER 2018

Bolton Community Leisure Limited was incorporated on the 2 December 2003. It is a Charity, governed by a set of Memorandum and Articles of Association, and was registered with the Charities Commission on 8 December 2006.

The principal activity of the charity was the management of several leisure centres based throughout northern England.

The affairs of the Charity are managed by the directors and the principal place of operation is Horwich Leisure Centre, Victoria Road, Horwich, Bolton, BL6 5PY.

Directors

The following directors have held office since 1 January 2018:

Robert Atkinson
Anne Bain
John Byrne
Inayat Omarji
Sara Sharrock
John Shepley
David Singleton
Dr Margaret Talbot

All directors listed above are trustees of the charity.

Trustees' Report information

Operation of the Trust

The charity does not have any staff. The facilities are operated under a management contract. Where it is impractical to delay decisions to the next full meeting of Trustees decisions may be delegated to the Chair and Vice Chair of Trustees

Recruitment and Appointment of new Trustees

New Trustees are sought by public advertisement and appointed by existing trustees following evaluation against agreed criteria designed to further the Trusts aims.

Induction and Training of Trustees

All Trustees take part in "visioning days" designed to share the objectives of the Trust and shape its future direction. New Trustees in the current year were appointed in accordance with the Articles of Association.

The Charity's objects are:

- (1) to provide or to assist in providing facilities for recreation physical education or other leisure time occupation for the general benefit of those living and working in the Borough of Bolton and its neighbourhood without discrimination on the grounds of sex or of political religious or other opinions
- (2) to educate and assist young persons and other members of the community in the Borough of Bolton and its neighbourhood through their leisure time activities so as to develop their physical mental and spiritual capacities and so that their condition of life may be improved and in furtherance of that object to make available to the public at the facilities to be provided by the Charity lectures classes and training and coaching facilities

The Trust continues to play an important role to play in overseeing the management of the leisure facilities, which is carried out by Serco Leisure, extending sport and recreational opportunities and improving the quality of service standards. The Trust and Serco continue to monitor service standards.

TRUSTEES' ANNUAL REPORT AND REPORT OF THE DIRECTORS (Continued)

FOR THE YEAR ENDED 31 DECEMBER 2018

Aims

The Trust has a desire and responsibility to develop and maintain high quality community sport, leisure, physical activity and educational opportunities across Bolton and surrounding areas, in order to improve the quality of people's lives. The Trust's primary functions are to coordinate and develop opportunities in conjunction with other partners that are inclusive, accessible and cost effective. The Trust will be managed in accordance with the highest standards of corporate governance and integrity. It will seek to improve the health and lifestyle of the community, working with and involving the community at each opportunity.

Main objectives for the year

The Trust continues to play an important role to play in overseeing the management of the leisure facilities, which is carried out by Serco Leisure, extending sport and recreational opportunities and improving the quality of service standards. The Trust and Serco continue to monitor service standards.

The Trust has spent some time with its partners to refine its priorities in order to identify potential investment opportunities to further the Trust's aims in the context of reduced financial support from the Council.

The Charity's strategies for achieving its objectives are:

- To ensure that the Council's leisure facility management operator delivers the service in accordance with all contractual documents and any performance targets agreed from time to time
- To work jointly with other public and private leisure service operators in order to contribute to the co-ordination of borough-wide service delivery where possible
- To co-operate in joint working initiatives with individual organisations or wider partnerships which contribute towards achieving the Trust's facility management objectives
- To work with Bolton MBC to ensure that opportunities to enhance leisure facilities through capital investment are maximised
- Fulfil a wider strategic role within the Borough
- To generate additional resources through fund raising and securing grant aid in order to further the objectives of the Trust

- To contribute to borough-wide partnerships involved in community leisure and social development
- To manage the resources of the Trust as cost effectively as possible and maximise financial resources to be applied to the Trust's objectives
- To achieve high standards of integrity, probity and efficiency of the Trust's operations
- To ensure that there are a sufficient number of Trustees and that they have the necessary skills to represent the interests of the wider community

Goals

The Trustees have established the following Goals, to provide a focus for the Trust's activities over the next three years. These are in line with the Trust Mission and Objectives and are based on its understanding of community need and the current context for sport and leisure provision in Bolton.

Long Term Goal

The Bolton Community Leisure Trust will help to achieve increased participation in sport and active recreation amongst all parts of the Bolton community. It will use its unique position to support other organisations and people involved in providing quality sport and recreation services, where this can add tangible value and help to achieve the goal of increased participation by offering appropriate choices for communities.

This support could involve funding, access to services, guidance or communicating the benefits of sport and active recreation.

TRUSTEES' ANNUAL REPORT AND REPORT OF THE DIRECTORS (Continued)

FOR THE YEAR ENDED 31 DECEMBER 2018

Medium and Short Term Goals

In order to achieve the above long-term goal, the Trust will focus on the following goals over the next three years:

- 1 Comprehensively review management information requirements and front-of-house and other systems/processes used to enable appropriate data capture with regard to users. Ensure the information is analysed and presented in appropriate formats to inform and drive priorities and programmes.
- 2 Informed by improved management information and other intelligence, undertake targeted marketing to/for specific groups and communities and ensure the "product(s)" offered by the Trust are designed to meet expressed need.
- 3 To both maintain and increase participation by the current customer base and reduce levels of non participation.
- 4 Working with the Bolton Council, Serco Leisure, health and other providers, identify and actively target those most in need to drive increased participation.
- 5 Rationalise the facility stock ensuring that what remains is appropriate and fit for purpose and at the same time investigate additional opportunities for existing sites.
- 6 Review centre programmes and identify focus sports and activities appropriate to local demand and needs taking into account NGB interest in working in/with Bolton.
- 7 To have and maintain an awareness of other providers and forge appropriate links to enhance overall provision in the Borough.

Funding

The Trust receives funding from Bolton Council to meet running expenses including deficit funding of its management contractor on the basis of the adjusted tender price. A profit share agreement with the management contractor provides funds which the Trust can subsequently use to invest in initiatives to pursue its objectives.

Investment funded from share of surplus

Investment funded from share surplus has been identified in the year for turning boards at Horwich Leisure Centre.

Reserves

It is the policy of the charity to maintain unrestricted funds, which are free reserves of the charity, at a level to meet anticipated unrestricted expenditure. This provides sufficient funds to cover management and administration and support costs. Unrestricted funds were maintained at this level throughout the year. The charity intends to maintain a minimum reserve of £10,000.

The company does not make distributions to members, and there is a minimal exposure to foreign exchange fluctuations.

Review of the year

A review of the year has been included in the Chair's Statement on page 2.

Risk Management

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

The systems of internal control are designed to provide reasonable, but not absolute, assurance against misstatement or loss. They include:

- A strategic plan and an annual budget approved by the directors.
- Regular consideration by the directors of financial results, variance from budgets, non-financial performance and benchmarking reviews.
- Delegation of authority and segregation of duties.
- Identification and management of risks.

BOLTON COMMUNITY LEISURE LIMITED

COMPANY NUMBER: 4982682

CHARITY NUMBER: 1117186

TRUSTEES' ANNUAL REPORT AND REPORT OF THE DIRECTORS (Continued)

FOR THE YEAR ENDED 31 DECEMBER 2018

Public Benefit Statement

The Trustees have complied with their duty in section 17 of the Charities Act 2011 to have due regard to the guidance on public benefit published by the Charities Commission in exercising their powers and duties.

Directors' Responsibilities

The directors are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the directors prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period.

In preparing those financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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

Statement as to Disclosure of information to Auditors

So far as the directors are aware, there is no relevant audit information of which the company's auditors are unaware, and each director has taken all the steps that he ought to have taken as a director in order to make himself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

Auditors

A resolution to reappoint Crane & Partners as auditors will be proposed at the Annual General Meeting.

This report has been prepared in accordance with the small company regime, Section 419 (2) of the Companies Act 2006 relating to small companies.

By order of the Board



John Shepley
Secretary
17 May 2019

INDEPENDENT AUDITORS' REPORT**COMPANY NUMBER: 4982682****CHARITY NUMBER: 1117186****TO THE MEMBERS OF BOLTON COMMUNITY LEISURE LIMITED****FOR THE YEAR ENDED 31 DECEMBER 2018****Opinion**

We have audited the financial statements of Bolton Community Leisure Limited (the 'charitable company') for the year ended 31 December 2018 which comprise the Statement of Financial Activities, the Balance Sheet, the Summary Income and Expenditure Account and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (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 December 2018 and of its incoming resources and application of resources, including its income and expenditure, 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 Auditors responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company 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 the provisions available for small entities, 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

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Report of the Independent Auditors thereon.

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.

In connection with our audit of the financial statements, 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 audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements ; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

INDEPENDENT AUDITORS' REPORT

COMPANY NUMBER: 4982682
CHARITY NUMBER: 1117186

TO THE MEMBERS OF BOLTON COMMUNITY LEISURE LIMITED

FOR THE YEAR ENDED 31 DECEMBER 2018

Responsibilities of trustees

As explained more fully in the Statement of Trustees Responsibilities, the trustees (who are also the directors of the charitable company for the purposes 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 charitable company'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.

Our 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 a Report of the Independent Auditors 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 for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Section 144 of the Charities Act 2011 and regulations made under Section 154 of that Act. Our audit work has been undertaken so that we might state to the charitable company's trustees 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 trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Crane & Partners
Statutory Auditor

Leonard House
5-7 Newman Road
Bromley, Kent
BR1 1RJ

17 May 2019

Crane & Partners are eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

BOLTON COMMUNITY LEISURE LIMITED**COMPANY NUMBER: 4982682****STATEMENT OF FINANCIAL ACTIVITIES****CHARITY NUMBER: 1117186****FOR THE YEAR ENDED 31 DECEMBER 2018**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2018 £	Total 2017 £
Income and endowments from					
Grants	2	1,819,860	-	1,819,860	2,121,535
Charitable activities					
Leisure Centres	3	3,963,596	-	3,963,596	3,556,134
Investment Income		276	-	276	62
Total	15	<u>5,783,732</u>	<u>-</u>	<u>5,783,732</u>	<u>5,677,731</u>
EXPENDITURE ON					
Charitable activities					
Cost of sales	4	83,477	-	83,477	113,356
Staff related	5	3,222,836	-	3,222,836	3,139,868
Building related	6	666,399	-	666,399	642,862
Services	7	96,797	-	96,797	93,479
Administration	8	451,405	-	451,405	397,706
Investment	9	733,661	-	733,661	728,038
Other expenditure	10	<u>473,685</u>	<u>-</u>	<u>473,685</u>	<u>457,992</u>
		5,728,260	-	5,728,260	5,573,301
Governance Costs	11	71,092		71,092	63,205
Total	15	<u>5,799,352</u>	<u>-</u>	<u>5,799,352</u>	<u>5,636,506</u>
Net income/(expenditure) & Net Movement in Funds		(15,620)	-	(15,620)	41,225
Fund balances					
at 1 January 2018		401,437	-	401,437	360,212
at 31 December 2018		<u>385,817</u>	<u>-</u>	<u>385,817</u>	<u>401,437</u>

BOLTON COMMUNITY LEISURE LIMITED**COMPANY NUMBER: 4982682****SUMMARY INCOME AND EXPENDITURE ACCOUNT****CHARITY NUMBER: 1117186****FOR THE YEAR ENDED 31 DECEMBER 2018**

	2018 £	2017 £
Gross Income of continuing operations	5,783,732	5,677,731
Total expenditure of continuing operations	<u>(5,799,352)</u>	<u>(5,636,506)</u>
Net expenditure for the financial year	<u>(15,620)</u>	<u>41,225</u>

- (a) Detailed analyses of expenditure are provided in the Statement of Financial Activities.
- (b) The Summary of Income and Expenditure Account is derived from the Statement of Financial Activities on page 9 which, together with the notes on pages 12 to 17, provides full information on the movements during the year on all the charity's funds.

CONTINUING OPERATIONS

None of the company's activities were acquired or discontinued during the current year or previous year.

STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES

The company has no recognised gains or losses other than those dealt with in the Statement of Financial Activities for both the current and previous years.

BOLTON COMMUNITY LEISURE LIMITED**COMPANY NUMBER: 4982682****CHARITY NUMBER: 1117186****BALANCE SHEET****AS AT 31 DECEMBER 2018**

	Notes	2018		2017	
		£	£	£	£
Fixed Assets	12		-		-
Current Assets					
Stock		16,812		19,718	
Debtors and prepayments	13	155,252		162,819	
Cash at bank and in hand		<u>1,148,201</u>		<u>1,180,874</u>	
		1,320,265		1,363,411	
Current Liabilities					
Creditors: Amounts falling due within one year	14	<u>934,448</u>		<u>961,974</u>	
Net Current Assets			<u>385,817</u>		<u>401,437</u>
Net Assets			<u>385,817</u>		<u>401,437</u>
Funds					
Restricted funds	15		-		-
Unrestricted funds	15		<u>385,817</u>		<u>401,437</u>
			<u>385,817</u>		<u>401,437</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2018.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

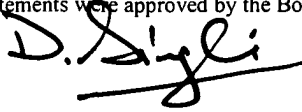
The trustees acknowledge their responsibilities for

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

These financial statements have been audited under the requirements of Section 144 of the Charities Act 2011.

The financial statements were approved by the Board of Trustees on 17 May 2019 and were signed on its behalf by:

David Singleton
Chair / Director



BOLTON COMMUNITY LEISURE LIMITED**COMPANY NUMBER: 4982682****CHARITY NUMBER: 1117186****NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED 31 DECEMBER 2018****1. ACCOUNTING POLICIES**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

1.1 Income

Income is recorded when receivable whenever the amount is known, otherwise it is recorded on a cash received basis.

Grants receivable are credited to income for the period for which they are given. Grants received in respect of future periods are treated as deferred income in the Balance Sheet.

1.2 Expenditure

Expenditure is taken into account when it is incurred.

1.3 Stock

Stock is stated at the lower of cost and net realisable value.

1.4 Leases

Rental costs under operating leases are charged to the income and expenditure account in equal annual instalments over the period of the lease.

1.5 Pensions

The company participates in the Greater Manchester Superannuation Fund, a defined contribution scheme. The amounts paid and due are shown in note 17.

1.6 Tangible Fixed Assets

Depreciation is provided at the following rate in order to write off each asset over its useful economic life:

Plant and Machinery - 3 Years Straight Line

2. GRANTS

	2018	2017
	£	£
Bolton Council	1,819,860	2,121,535
	<u>1,819,860</u>	<u>2,121,535</u>

3. LEISURE CENTRES

	2018	2017
	£	£
Wetside	1,641,957	1,548,363
Dryside	283,952	265,380
Isospa	192,592	134,406
Isospa - membership	1,628,347	1,404,564
Food and beverages	94,178	143,424
Admission fees	1,608	5,690
Other income	120,553	56,943
Cash variances	409	(2,636)
	<u>3,963,596</u>	<u>3,556,134</u>

BOLTON COMMUNITY LEISURE LIMITED**COMPANY NUMBER: 4982682****NOTES TO THE FINANCIAL STATEMENTS (Continued)****CHARITY NUMBER: 1117186****FOR THE YEAR ENDED 31 DECEMBER 2018**

4. COST OF SALES	2018	2017
	£	£
Food and beverages	53,234	77,396
Other saleable items	30,243	35,960
	<u>83,477</u>	<u>113,356</u>

5. STAFF RELATED	2018	2017
	£	£
Salaries and wages	2,666,615	2,581,930
Employers liability	385,304	396,947
Other staff costs	105,054	99,390
Agency/SE Staff	65,863	61,601
	<u>3,222,836</u>	<u>3,139,868</u>

During the period the average number of employees was 196 (2017: 193).

No employees had emoluments above £60,000.

The trustees did not receive any remuneration during the year. Moderate travelling expenses are paid where appropriate and when accompanied by appropriate supporting documentation.

6. BUILDING RELATED	2018	2017
	£	£
Repairs and maintenance	183,210	271,098
Utilities	398,396	287,060
Cleaning	81,707	77,919
Other	3,086	6,785
	<u>666,399</u>	<u>642,862</u>

7. SERVICES	2018	2017
	£	£
Marketing	50,618	48,360
Machine hire	3,231	2,417
Consumables	36,855	36,066
Other	6,093	6,636
	<u>96,797</u>	<u>93,479</u>

BOLTON COMMUNITY LEISURE LIMITED**COMPANY NUMBER: 4982682****CHARITY NUMBER: 1117186****NOTES TO THE FINANCIAL STATEMENTS (Continued)****FOR THE YEAR ENDED 31 DECEMBER 2018**

8. ADMINISTRATION	2018	2017
	£	£
Communications	22,374	11,414
Bank charges	17,924	19,547
Other	234,588	179,530
Unrecoverable VAT	176,519	187,215
	<u>451,405</u>	<u>397,706</u>
9. INVESTMENT	2018	2017
	£	£
Operating lease	342,590	342,590
Credit sale agreement	382,368	382,368
Other	8,703	3,080
	<u>733,661</u>	<u>728,038</u>
10. OTHER EXPENDITURE	2018	2017
	£	£
Overhead recharges	129,549	128,251
Insurance	53,147	52,037
Management fee to Serco Leisure Operating Limited	290,989	277,704
	<u>473,685</u>	<u>457,992</u>
11. GOVERNANCE COSTS	2018	2017
	£	£
Legal and professional	67,892	60,115
Auditors remuneration	3,200	3,090
	<u>71,092</u>	<u>63,205</u>

BOLTON COMMUNITY LEISURE LIMITED**COMPANY NUMBER: 4982682****NOTES TO THE FINANCIAL STATEMENTS (Continued)****CHARITY NUMBER: 1117186****FOR THE YEAR ENDED 31 DECEMBER 2018****12. TANGIBLE FIXED ASSETS****Plant and
machinery
etc
£****COST**

At 1 January 2018 and at 31 December 2018

1,880**DEPRECIATION**

At 1 January 2018 and at 31 December 2018

1,880**NET BOOK VALUE**

At 1 January 2018 and at 31 December 2018

-**13. DEBTORS****2018
£****2017
£**

Trade debtors

47,252

48,298

Prepayments and accrued income

108,000

114,521

155,252162,819**14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR****2018
£****2017
£**

Trade creditors

24,930

44,211

Taxation and social security

47,326

4,006

Accruals and deferred income

862,192

913,757

934,448961,974

NOTES TO THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31 DECEMBER 2018

15. FUNDS

Restricted funds hold amounts received for specific activities and expenditure on those activities is set against those amounts.

Unrestricted funds comprise income received for general use of the Charity.

	Balance 01.01.18	Movement in funds		Balance 31.12.18
		Incoming Resources	Resources Expended	
	£	£	£	£
Restricted Funds	-	-	-	-
Unrestricted Funds	401,437	5,783,732	(5,799,352)	385,817
	<u>401,437</u>	<u>5,783,732</u>	<u>(5,799,352)</u>	<u>385,817</u>
Total funds	<u>401,437</u>	<u>5,783,732</u>	<u>(5,799,352)</u>	<u>385,817</u>

The balance on these funds is represented by the assets and liabilities of the Charity and an analysis of these assets and liabilities between restricted and unrestricted funds is shown in note 16.

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Fund balances at 31 December 2018 are represented by:			
<i>Fixed assets:</i>	-	-	-
<i>Current assets:</i>			
Stock	16,812	-	16,812
Debtors and prepayments	155,252	-	155,252
Cash at bank	1,148,201	-	1,148,201
<i>Current liabilities:</i>	<u>(934,448)</u>	<u>-</u>	<u>(934,448)</u>
Net assets	<u>385,817</u>	<u>-</u>	<u>385,817</u>

17. PENSION COSTS

The company contribute at a rate of 18.7% of gross salaries to the Greater Manchester Superannuation Fund. Payments to the fund totalled £191,722 (2017: £218,504) and £nil was outstanding at the year end (2017: £nil).

BOLTON COMMUNITY LEISURE LIMITED

COMPANY NUMBER: 4982682

NOTES TO THE FINANCIAL STATEMENTS (Continued)

CHARITY NUMBER: 1117186

FOR THE YEAR ENDED 31 DECEMBER 2018

18. COMPANY STATUS

The company is limited by guarantee and thus has no share capital. Each of the members has undertaken to contribute the sum of £10 in the event of the company being unable to meet its liabilities. There are 8 members.