



**Minutes of a Board Meeting  
Held on Tuesday, 18 July 2023**

**BIRMINGHAM COUNTY FOOTBALL ASSOCIATION LIMITED**

**Company Number: 3733866**

**BOARD MEETING**

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE COMPANY HELD ON TUESDAY, 18 JULY 2023 AT THE COUNTY OFFICES, COMMENCING AT 1.00PM**

**Attendance**

**In Person**

M Penn [MP] (Chair), S Hampton [SH] (Senior Independent Director), K Shoemake [KS] (Chief Executive Officer – ex-officio), J Berry [JB], M Juned [MJ] (Football Services Manager – ex-officio), L Bowles [LB] (Football Development Manager – ex-officio)

David Nixon [DN] – Secretary to the Board

**By Way of MS TEAMS**

S Welch [SW], S Kazmi [SK]

**01/23 Apologies**

Apologies were received from M Shafaq [MS], H Murdoch [HM], A Peavot [AP]

**02/23 Conflicts of Interest**

The Board was invited to declare any conflicts of interest on matters to be considered at the meeting. No additional conflicts of interest other than those already disclosed were declared.

**03/23 Minutes**

SH: The minutes of the Board Meeting on Tuesday, 21 March 2023 were incorrectly dated to Tuesday, 18 July 2023 and were corrected. As amended, the minutes of the meeting held on Tuesday, 21 March 2023 were approved as a correct record and signed by the Chair.

**04/23 Actions**

LB: The Code of Governance requires the Board to record the actions it has taken in response to the decisions made at previous meetings. This would now form an Agenda Item for future Board Meetings.

**05/23 Matters Arising**

There were no matters arising.

## 06/23 CEO Update - KS

### 06/23.1: Code of Governance

Following the County Code of Governance Conference and with the support of other Directors, KS will continue to review the presentation, level of detail and significance of the items in his report to the Board and the wider business compliance with The FA Code of Governance for County FA's.

### 06/23.2: Workforce

A request to recruit two [2] additional support staff, one to support Safeguarding and the other to support Football Services, each at a salary of £19,000.00 [nineteen thousand pounds] plus additional oncosts was submitted and discussed by the Board.

*Approved: the request was approved by the Board and recruitment shall commence.*

A requirement driven by England Football Accreditation KPI's has identified that Olivia Ferguson will be required for one [1] additional day per week in support of Accreditation was submitted and discussed by the Board.

*Approved: the additional one day, to three [3] days per week, was approved by the Board and will be effective from 1 July 2023 to 30 June 2024.*

### 06/23.3: Finance

KS updated the meeting on the Finance Report contained in the meeting pack.

***Action by no later than Tuesday, 15 August 2023: KS to send reminder to all Directors of the importance of attending the Accounts Sign-Off Meeting on Tuesday, 22 August 2023 at 1:00pm.***

JB questioned the income/expenditure for the external cup competitions. MJ and MP responded.

The Board discussed the commercial revenue from BCFA County Cup competitions.

SW questioned the uplift in costs for the services of Sport Integrity Matters [SIM]. KS responded and advised that the service level agreement was in place until 30 June 2024.

KS updated the Board on the next FA funding cycle which will commence in 2024 and is yet to be confirmed as a three [3] or four [4] year cycle.

SW questioned whether the Board had sight of the 2023-2024 Budget Accounts. SH commented that there is an Agenda item to approve the 2023-2024 Budget Accounts and without sight then these can not be approved.

***Action for circulation with the Minutes: KS to provide the 2023-2024 Budget Accounts to DN as Board Secretary.***

### 06/23.4: Capital Expenditure

KS submitted a request to the Board for £9,000.00 [nine thousand pounds] of expenditure on a new ride-on mower to replace the current unserviceable machine. Costs were as outlined in the meeting pack.

*Approved: the expenditure was approved.*

KS submitted a request to the Board for the provision of a pitch watering facility. SH questioned whether the proposal of 'water tanks' was the best option. A discussion ensued.

***Action by Friday, 18 August 2023: KS to provide three [3] quotes for the provision and installation of water tanks and associated equipment to provide a pitch watering solution for consideration by the Board.***

#### **06/23.5: Great Barr Social Club**

KS advised the meeting that the purchase should be completed within the next 10-14 days from the date of this meeting.

#### **06/23.6: Facility**

KS advised the Board that Phase 2 consultation for the 3G facility had concluded and a fixed price tender of approximately £753,000.00 [seven hundred and fifty-three thousand pounds] had been accepted.

JB questioned the planning application expected in January 2024. KS responded.

SW questioned if the funding of the 3G facility had been considered by the Board. KS responded.

SW questioned the VAT position of the expenditure. KS responded.

The Board discussed the size of the 3G facility which is reported as being 97m x 61m and what size of 11 v 11 pitch would be provided on the facility. LB advised that the plans showed the 11 v 11 pitch would be 91m x 55m.

***Action for circulation with the Minutes: LB to provide DN with the plans for the facility.***

***Action: As a matter of urgency, KS to confirm that these dimensions are as shown on the plans and that the pitch will provide for 11 v 11 football.***

#### **06/23.7: Save Today Play Tomorrow [STPT]**

KS updated the Board on STPT.

The Board expressed their disappointment that previously discussed STPT licences with other companies had not materialised.

***Action by Thursday, 10 August 2023: KS, SK, and Richard Lindsay to prepare a business plan for moving STPT to a separate entity apart from BCFA.***

### **07/23 Code of Governance – LB**

LB provided a presentation to the Board on BCFA moving towards compliance with The FA Code of Governance for CFA's version 2. The presentation is attached as an appendix to these Minutes.

#### **07/23.1: Reserve Policy**

SW raised with the Board the provisions of the Reserve Policy.

***Action by Friday, 18 August 2023: SW and Tracy Piper to review and circulate a revised Reserve Policy.***

**07/23.2: Review Dates for Documents**

SH questioned the dates of the various documents and policies provided in support of the Code of Governance.

***Action, ongoing: All BCFA documents and policies to be reviewed and the publication date and review date to be included therein.***

**07/23.4: Board Induction**

***Action by mid-September 2023: LB to provide a draft Board Induction Pack for consideration by the Directors.***

**07/23.5: Directors Handbook**

SK had queries as to the content of the Directors Handbook and agreed to feed these back to LB directly outside the meeting.

**07/23.6: Director Recruitment**

*Approved: In considering the presentation and the Board vacancy the Board approved the recruitment of a new independent commercial director.*

***Action, immediate: KS to formulate a job description for a commercial director and commence a recruitment process.***

SK left the meeting at 3.00pm

**07/23.7: Board Safety Champion**

The Board discussed the new role of Board Safety Champion required under the Code of Governance.

LB proposed that an open and transparent selection process amongst the current Board members should commence.

*Approved: The Board approved the proposal.*

***Action, for distribution with the Minutes: LB to provide the Job Role for Board Safety Champion.***

**08/23 Any Other Business**

**08/23.1: FA Board Report**

KS updated the Board on FA business as contained in the meeting pack.

**08/23.2: FA Council Review**

The Board discussed the FA Council Review as contained in the meeting pack.

*Approved: The Board approved the casting of BCFA Shareholder vote in line with The FA recommendations.*

***Action: KS as FA Representative to cast BCFA's vote as directed by the Board.***

### **09/23 Dates of Future Meetings**

- i) Accounts Sign-Off: Tuesday, 22 August 2023, 1.00pm to 2.30pm
- ii) AGM: Thursday, 21 September 2023, 7.00pm
- iii) Board Meeting: Tuesday, 17 October 2023, 1.00pm to 3.00pm
- iv) Board Meeting: Tuesday, 30 January 2024, 1.00pm to 3.00pm
- v) Board Meeting: Tuesday, 23 April 2024, 1.00pm to 4.00pm
- vi) Board Meeting: Tuesday, 23 July 2024, 1.00pm to 3.00pm
- vii) Accounts Sign-Off: Tuesday, 20 August 2024, 1.00pm to 2.30pm

There being no other business, the Chair closed the meeting at 3.11pm.

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**Chair**



## Appendix 06/23.3 Finance

25/07/2023: Awaiting 2023-2024 Budget Accounts. These will be forwarded upon receipt.

27/07/2023: 2023-2024 Budget Accounts received and added to the Minutes Pack.

Account	Jul-2023	Aug-2023	Sep-2023	Oct-2023
<b>Income</b>				
Administration Fee (4201)	£2,000.00	£4,000.00	£16,000.00	£29,000.00
Advertising / Sponsorship (4400)	£0.00	£0.00	£0.00	£5,000.00
Bank Interest Received (4903)	£500.00	£6,000.00	£2,000.00	£2,000.00
BCFA Main Pitch Hire (4348)	£0.00	£2,000.00	£1,500.00	£2,000.00
BCFA Pitch 2 Hire (4349)	£250.00	£400.00	£550.00	£1,250.00
BCFA Pitch 3 Hire (4350)	£0.00	£1,050.00	£100.00	£100.00
Board of Appeal (4208)	£0.00	£0.00	£130.00	£60.00
Club Affiliations (4100)	£16,000.00	£5,000.00	£3,500.00	£500.00
Coaching Course - Emergency First Ai	£0.00	£0.00	£3,000.00	£0.00
Coaching Course - FALCC CPD (4325)	£250.00	£250.00	£250.00	£250.00
Coaching Course - Futsal (4307)	£0.00	£0.00	£250.00	£0.00
Coaching Course - Goalkeeping Level	£0.00	£0.00	£500.00	£0.00
Coaching Course - Safeguarding Child	£0.00	£0.00	£3,000.00	£1,000.00
Coaching Course - UEFA B (4327)	£0.00	£0.00	£1,500.00	£0.00
Coaching Course - UEFA C (4328)	£0.00	£0.00	£1,500.00	£0.00
Coaching Courses - First Aid Level 2 (4	£0.00	£0.00	£200.00	£0.00
Coaching Courses - Level 1 (4300)	£0.00	£0.00	£8,000.00	£0.00
Commission Received (4402)	£100.00	£100.00	£100.00	£100.00
COMPETITIONS INCOME - Senior Cu	£0.00	£0.00	£0.00	£0.00
Conference Room Hire. (4351)	£375.00	£400.00	£675.00	£750.00
Cup Competition Ticket Sales (4160)	£0.00	£0.00	£0.00	£0.00
Diversity & Inclusion Fund (4070)	£2,730.00	£0.00	£0.00	£0.00
England & Cup Tickets (4910)	£0.00	£0.00	£0.00	£0.00
External Workforce Services (4055)	£553.00	£7,500.00	£0.00	£0.00
FA - Just Play Funding (4033)	£1,000.00	£1,000.00	£1,000.00	£1,000.00
FA - Pitch Power Funding (4037)	£3,000.00	£0.00	£2,000.00	£0.00
FA Generic Grant (4039)	£125.00	£125.00	£125.00	£125.00
FA Grant - Squad Girls Football (4034)	£1,400.00	£1,400.00	£1,400.00	£1,400.00
FA Rule 8E Grant (4060)	£0.00	£0.00	£0.00	£0.00
FA WildCats Grant (4024)	£2,500.00	£2,500.00	£2,500.00	£2,500.00
FA Workforce Grant (4050)	£39,420.00	£39,420.00	£39,420.00	£39,420.00
FDF - Pan-Disability League and Proje	£0.00	£5,950.00	£0.00	£0.00
FDF - Bespoke Club based Coach Dev	£0.00	£4,500.00	£0.00	£0.00
FDF - Kickabout to Club (4043)	£0.00	£5,714.00	£0.00	£0.00
FDF - Professionalising CFA Progressi	£0.00	£9,500.00	£0.00	£0.00
FDR (Debt Recovery) (4209)	£10.00	£10.00	£10.00	£10.00
FDR Admin Fee (4210)	£25.00	£0.00	£25.00	£0.00
Food & Drink sales (4401)	£125.00	£125.00	£125.00	£125.00
Football Development Retention Fundi	£25,000.00	£0.00	£0.00	£0.00
Futsal Recreational (4406)	£0.00	£0.00	£0.00	£0.00
Insurance Claim (4913)	£0.00	£0.00	£0.00	£0.00
Insurance Commission (4906)	£0.00	£0.00	£0.00	£0.00
Kit and equipment (4904)	£0.00	£0.00	£0.00	£0.00
Late payment fines (4205)	£500.00	£300.00	£500.00	£500.00
Late Response Fine (4203)	£150.00	£125.00	£200.00	£425.00
League Competitions (4101)	£3,000.00	£3,000.00	£1,500.00	£0.00
McDonald's Grant (4072)	£0.00	£0.00	£10,000.00	£0.00
Misconduct Fines (4204)	£3,500.00	£3,000.00	£1,500.00	£1,500.00
Non Discipline Offence Fine (4215)	£0.00	£0.00	£0.00	£0.00
Personal Accident Insurance - Flexi (4	£0.00	£0.00	£0.00	£0.00
Personal Accident Insurance Option 1	£0.00	£0.00	£0.00	£0.00

Personal Accident Insurance Option 2	£0.00	£0.00	£0.00	£0.00
Personal Accident Insurance Option 3	£0.00	£0.00	£0.00	£0.00
Personal Accident Insurance Option 4	£0.00	£0.00	£0.00	£0.00
Personal Accident Insurance Youth Te	£0.00	£0.00	£0.00	£0.00
Personal Hearing Fee (4200)	£0.00	£0.00	£350.00	£600.00
Postage & Admin Ticket Charge (4914	£0.00	£0.00	£0.00	£0.00
Promotion Fee (4253)	£1,000.00	£500.00	£0.00	£0.00
Public Liability Insurance (4111)	£0.00	£0.00	£0.00	£0.00
Referee Course - Basic (4330)	£10,000.00	£10,000.00	£0.00	£5,000.00
Referee Registration (4250)	£18,000.00	£4,000.00	£2,000.00	£0.00
Save Today Play Tomorrow Grants (4C	£2,500.00	£0.00	£0.00	£0.00
Sending Off Fine (4202)	£500.00	£500.00	£4,000.00	£8,000.00
Senior Cup Gate Share (4154)	£0.00	£0.00	£0.00	£0.00
Sin Bin Fine (4206)	£0.00	£0.00	£0.00	£0.00
Small Sided Football Insurance (4114)	£0.00	£0.00	£0.00	£0.00
Small-Side Affiliation Fees (4103)	£0.00	£0.00	£0.00	£0.00
Sustainability Course. (4340)	£0.00	£0.00	£0.00	£0.00
Tournament Registration Fees (4102)	£0.00	£0.00	£0.00	£0.00
Walking Football Insurance (4112)	£0.00	£0.00	£0.00	£0.00
Womens & Girls Recreational football	£0.00	£0.00	£0.00	£0.00
FA Comets Funding (4038)	£125.00	£125.00	£125.00	£125.00
Girls County Cup (4140)	£400.00	£300.00	£300.00	£0.00
Joel Richard Cup (4151)	£600.00	£500.00	£500.00	£0.00
Men's Senior Cup (4153)	£1,000.00	£1,000.00	£1,000.00	£0.00
Midweek Floodlit Cup (4156)	£800.00	£900.00	£800.00	£0.00
Minor Cup (4141)	£400.00	£500.00	£400.00	£0.00
Physical Activity Grant (4073)	£0.00	£0.00	£0.00	£0.00
Roger Wood Memorial Cup (4145)	£600.00	£700.00	£700.00	£0.00
Saturday Amateur Cup (4146)	£400.00	£400.00	£400.00	£0.00
Saturday Minor Cup (4142)	£400.00	£400.00	£400.00	£0.00
Saturday Vase Cup (4147)	£600.00	£600.00	£600.00	£0.00
Sunday Amateur Cup (4143)	£400.00	£400.00	£400.00	£0.00
Sunday Vase Cup (4144)	£400.00	£400.00	£400.00	£0.00
Sunday Youth Cup (4149)	£400.00	£300.00	£300.00	£0.00
Veterans Cup (4148)	£600.00	£600.00	£600.00	£0.00
Women's Challenge Vase (4159)	£600.00	£600.00	£600.00	£0.00
Womens Senior Cup (4152)	£1,000.00	£1,000.00	£1,000.00	£0.00
<b>Total Income</b>	<b>£143,238.00</b>	<b>£127,094.00</b>	<b>£117,935.00</b>	<b>£102,740.00</b>

#### Less Cost of Sales

Affiliations (5100)	£0.00	£0.00	£0.00	£0.00
BCFA Green Innovation Fund (5062)	£0.00	£0.00	£0.00	£0.00
BCFA Pitch Improvement Fund (5060)	£1,500.00	£1,500.00	£1,500.00	£1,500.00
Coaching Courses - Level 1. (5300)	£0.00	£0.00	£0.00	£0.00
Competitions - Medals (5151)	£0.00	£0.00	£0.00	£0.00
Conference Room Hire (5363)	£0.00	£0.00	£0.00	£0.00
CRC Check / GBG Group (5901)	£0.00	£0.00	£0.00	£0.00
Cup competition expenses (5150)	£0.00	£0.00	£0.00	£0.00
Discipline Costs (5200)	£2,800.00	£2,800.00	£2,800.00	£2,800.00
Diversity & Inclusion Fund. (5070)	£228.00	£228.00	£228.00	£228.00
FA - Pitch Power Fee (5037)	£1,000.00	£0.00	£0.00	£0.00
FA Comets Expenditure (5038)	£125.00	£125.00	£125.00	£125.00
FA Generic Grant. (5039)	£125.00	£125.00	£125.00	£125.00
FA Grant - Squad Girls Football. (5034	£1,375.00	£1,375.00	£1,375.00	£1,375.00
FA Just Play Grant (5033)	£1,000.00	£1,000.00	£1,000.00	£1,000.00
FA Wildcats Expenditure (5024)	£2,250.00	£2,250.00	£2,250.00	£2,250.00
FDF - Pan-Disability League and Proj	£0.00	£540.00	£540.00	£540.00
FDF - Bespoke Club based Coach Dev	£0.00	£409.00	£409.00	£409.00

FDF - Kickabout to Club. (5043)	£0.00	£519.00	£519.00	£519.00
FDF - Professionalising CFA Progressi	£0.00	£863.00	£863.00	£863.00
Food & Drink costs (5401)	£50.00	£50.00	£50.00	£50.00
Football Development Team Expenditu	£5,500.00	£5,500.00	£5,500.00	£5,500.00
Futsal Recreational. (5406)	£0.00	£0.00	£0.00	£0.00
McDonald's Grant. (5072)	£0.00	£0.00	£0.00	£0.00
Miscellaneous - Other (7721)	£0.00	£0.00	£0.00	£0.00
Physical Activity Grant. (5073)	£0.00	£150.00	£150.00	£150.00
Referee - Honouriams (5252)	£0.00	£0.00	£0.00	£0.00
Referee courses - Basic. (5330)	£10,000.00	£1,000.00	£0.00	£500.00
Safeguarding Expenditure (7606)	£0.00	£200.00	£75.00	£550.00
Staff Recharges - Nike Purchases (590	£0.00	£0.00	£0.00	£0.00
Sustainability Course (5340)	£0.00	£0.00	£0.00	£0.00
Womens & Girls Recreational Football	£0.00	£0.00	£0.00	£0.00
<b>Total Cost of Sales</b>	<b>£25,953.00</b>	<b>£18,634.00</b>	<b>£17,509.00</b>	<b>£18,484.00</b>

<b>Gross Profit</b>	<b>£117,285.00</b>	<b>£108,460.00</b>	<b>£100,426.00</b>	<b>£84,256.00</b>
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#### Less Overheads

ADT & Security (7421)	£220.00	£220.00	£220.00	£220.00
Air conditioning service (7424)	£0.00	£0.00	£0.00	£0.00
Auditors (7602)	£0.00	£0.00	£0.00	£0.00
Awards Dinner (7710)	£0.00	£0.00	£0.00	£0.00
Bad Debts / Write Off (8215)	£0.00	£0.00	£0.00	£0.00
Basic salary and allowances (7000)	£49,261.00	£51,345.00	£54,507.00	£54,507.00
Benefits In kind (7005)	£1,232.00	£0.00	£0.00	£0.00
Boiler servicing (7427)	£500.00	£0.00	£0.00	£0.00
Building depreciation (8001)	£1,000.00	£1,000.00	£1,000.00	£1,000.00
Building maintenance (7400)	£500.00	£750.00	£2,000.00	£500.00
Chamber of Commerce (7701)	£0.00	£0.00	£0.00	£0.00
Cleaning costs (7415)	£333.00	£333.00	£333.00	£333.00
Company Insurances (7605)	£1,702.00	£1,702.00	£1,702.00	£1,702.00
Computer Software (7505)	£0.00	£0.00	£0.00	£0.00
Corporation Tax. (8207)	£0.00	£0.00	£0.00	£0.00
Data Protection - Information Commisi	£0.00	£0.00	£0.00	£0.00
Deferred Tax. (8206)	£0.00	£0.00	£0.00	£0.00
Directors Mileage, fuel & subsistence (	£100.00	£100.00	£100.00	£100.00
Donations (8202) (8202)	£0.00	£0.00	£0.00	£0.00
Dry Cleaning - Kit costs (7419)	£0.00	£0.00	£0.00	£0.00
Electric (7302)	£580.00	£580.00	£580.00	£580.00
Entertaining clients (7101)	£0.00	£0.00	£0.00	£0.00
ER National Insurance (7002)	£5,920.00	£5,920.00	£5,920.00	£5,920.00
ER pension contributions (7004)	£2,656.00	£2,596.00	£2,608.00	£2,640.00
Exceptional Item (8204)	£0.00	£0.00	£0.00	£0.00
Finance charges (8100)	£625.00	£625.00	£625.00	£625.00
Fire Safety Servicing (7426)	£0.00	£0.00	£200.00	£0.00
Fixtures & fittings depreciation (8000)	£2,500.00	£2,500.00	£2,500.00	£2,500.00
Food Costs - Operations (7414)	£150.00	£150.00	£150.00	£150.00
Gas (7301)	£290.00	£290.00	£290.00	£290.00
Ground Maintenance (7401)	£350.00	£350.00	£350.00	£350.00
Hardware (7500)	£0.00	£0.00	£0.00	£0.00
Health and Safety (7425)	£0.00	£0.00	£0.00	£0.00
Healthcare (7008)	£820.00	£820.00	£820.00	£820.00
Home Working Benefit (7105)	£585.00	£585.00	£585.00	£585.00
Life insurance (7006)	£310.00	£310.00	£310.00	£310.00
Loss / Gain on Disposals (8216)	£0.00	£0.00	£0.00	£0.00
Marketing (7700)	£500.00	£3,000.00	£3,000.00	£1,750.00
memorabilia (7720)	£0.00	£0.00	£0.00	£0.00

Mobile phones (7502)	£1,100.00	£1,100.00	£1,100.00	£1,100.00
Nike Kit (7420)	£0.00	£0.00	£0.00	£0.00
Office Sundries (7412)	£150.00	£150.00	£150.00	£150.00
Operational Equipment (7418)	£0.00	£0.00	£0.00	£0.00
Partial Exemption Adjustments (8203)	£0.00	£0.00	£16,000.00	£0.00
PCI Compliance (8101)	£5.00	£5.00	£5.00	£5.00
Photocopier - Clicker and Maintenance	£0.00	£0.00	£0.00	£0.00
Photocopier Lease (7407)	£3,000.00	£0.00	£0.00	£3,000.00
Pitch Maintenance (7402)	£1,750.00	£1,750.00	£1,750.00	£1,750.00
Postage (7409)	£43.00	£27.00	£76.00	£51.00
Professional support (7603)	£500.00	£4,000.00	£500.00	£1,000.00
Rates (7300)	£423.00	£423.00	£423.00	£423.00
Save Today Play Tomorrow Grant Exp	£200.00	£200.00	£200.00	£200.00
Shredding (7411)	£103.00	£0.00	£0.00	£0.00
Skip hire (7416)	£196.00	£203.00	£560.00	£360.00
Software Licences (7552)	£1,250.00	£1,250.00	£1,250.00	£1,250.00
Staff Entertainment (7204)	£0.00	£0.00	£0.00	£0.00
Staff leavers (7010)	£0.00	£0.00	£0.00	£0.00
Staff Leaving Gifts etc (7102)	£0.00	£0.00	£0.00	£0.00
Staff Mileage, fuel & subsistence (7104)	£300.00	£450.00	£350.00	£1,250.00
Staff Recruitment Costs (7011)	£300.00	£0.00	£0.00	£0.00
Stationery (7410)	£59.00	£128.00	£34.00	£27.00
Storage Hire (7417)	£58.00	£58.00	£58.00	£58.00
Subscriptions (7553)	£0.00	£0.00	£0.00	£0.00
Sustainability Projects (7702)	£1,500.00	£1,500.00	£1,500.00	£1,500.00
Telephone (7504)	£700.00	£700.00	£700.00	£700.00
Training (7200)	£500.00	£500.00	£500.00	£500.00
Trivial Benefits (7106)	£0.00	£0.00	£0.00	£0.00
TV & Music Licence (7551)	£100.00	£100.00	£100.00	£100.00
VAT Adjustments (8205)	£0.00	£0.00	£0.00	£0.00
Washroom services (7423)	£66.00	£66.00	£66.00	£66.00
Water (7303)	£0.00	£0.00	£500.00	£0.00
Water Cooler (7413)	£0.00	£0.00	£0.00	£0.00
Xero & App Licences (7550)	£115.00	£115.00	£115.00	£115.00
<b>Total Overheads</b>	<b>£82,552.00</b>	<b>£85,901.00</b>	<b>£103,737.00</b>	<b>£88,487.00</b>
<b>Total Expenses</b>	<b>£82,552.00</b>	<b>£85,901.00</b>	<b>£103,737.00</b>	<b>£88,487.00</b>
<b>Net Profit</b>	<b>£34,733.00</b>	<b>£22,559.00</b>	<b>-£3,311.00</b>	<b>-£4,231.00</b>

**Overall Budget**  
**Birmingham County Football Association**  
**July 2023 to June 2024**

Nov-2023	Dec-2023	Jan-2024	Feb-2024	Mar-2024	Apr-2024
£32,000.00	£22,000.00	£16,000.00	£26,000.00	£26,000.00	£24,000.00
£0.00	£5,000.00	£10,000.00	£0.00	£5,000.00	£0.00
£500.00	£2,000.00	£500.00	£500.00	£500.00	£500.00
£1,200.00	£1,000.00	£800.00	£1,000.00	£1,000.00	£1,000.00
£1,250.00	£750.00	£1,250.00	£1,250.00	£1,000.00	£1,000.00
£1,050.00	£0.00	£100.00	£1,050.00	£100.00	£200.00
£0.00	£0.00	£25.00	£125.00	£0.00	£50.00
£150.00	£125.00	£165.00	£0.00	£0.00	£60.00
£0.00	£3,000.00	£0.00	£0.00	£3,000.00	£0.00
£250.00	£250.00	£250.00	£250.00	£250.00	£250.00
£0.00	£250.00	£0.00	£0.00	£250.00	£0.00
£0.00	£500.00	£0.00	£0.00	£500.00	£0.00
£0.00	£2,000.00	£0.00	£0.00	£2,000.00	£0.00
£0.00	£1,500.00	£0.00	£0.00	£1,500.00	£0.00
£0.00	£2,500.00	£0.00	£0.00	£2,000.00	£0.00
£0.00	£200.00	£0.00	£0.00	£200.00	£0.00
£0.00	£9,000.00	£0.00	£0.00	£9,000.00	£0.00
£100.00	£100.00	£100.00	£100.00	£100.00	£100.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£600.00	£675.00	£1,000.00	£750.00	£500.00	£800.00
£0.00	£0.00	£0.00	£0.00	£0.00	£2,000.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£313.00	£0.00	£625.00	£0.00	£-124.00	£0.00
£1,000.00	£1,000.00	£1,000.00	£1,000.00	£1,000.00	£1,000.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£125.00	£125.00	£125.00	£125.00	£125.00	£125.00
£1,400.00	£1,400.00	£1,400.00	£1,400.00	£1,400.00	£1,400.00
£0.00	£25,000.00	£0.00	£0.00	£0.00	£0.00
£2,500.00	£2,500.00	£2,500.00	£2,500.00	£2,500.00	£2,500.00
£39,420.00	£39,420.00	£39,420.00	£39,420.00	£39,420.00	£39,420.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£10.00	£10.00	£10.00	£10.00	£10.00	£10.00
£0.00	£0.00	£25.00	£0.00	£0.00	£0.00
£125.00	£125.00	£125.00	£125.00	£125.00	£125.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£500.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£13,000.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£1,000.00	£1,400.00	£1,300.00	£500.00	£1,000.00	£1,000.00
£625.00	£400.00	£300.00	£350.00	£575.00	£450.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£6,000.00	£6,000.00	£6,500.00	£5,500.00	£7,000.00	£5,500.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00

£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£250.00	£500.00	£150.00	£150.00	£250.00	£500.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£5,000.00	£0.00	£0.00	£2,500.00	£2,500.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£8,500.00	£6,000.00	£5,000.00	£6,500.00	£6,500.00	£7,000.00
£500.00	£200.00	£500.00	£300.00	£500.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£1,000.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£125.00	£125.00	£125.00	£125.00	£125.00	£125.00
£0.00	£0.00	£0.00	£0.00	£0.00	£750.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£300.00
£0.00	£0.00	£0.00	£0.00	£0.00	£300.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
<b>£103,993.00</b>	<b>£148,555.00</b>	<b>£89,295.00</b>	<b>£91,530.00</b>	<b>£116,806.00</b>	<b>£90,465.00</b>

£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£1,500.00	£1,500.00	£1,500.00	£1,500.00	£1,500.00	£1,500.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£3,500.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£2,000.00	£1,000.00
£2,800.00	£2,800.00	£2,800.00	£2,800.00	£2,800.00	£2,800.00
£228.00	£228.00	£228.00	£228.00	£228.00	£228.00
£0.00	£1,000.00	£0.00	£0.00	£0.00	£1,000.00
£125.00	£125.00	£125.00	£125.00	£125.00	£125.00
£125.00	£125.00	£125.00	£125.00	£125.00	£125.00
£1,375.00	£1,375.00	£1,375.00	£1,375.00	£1,375.00	£1,375.00
£1,000.00	£1,000.00	£1,000.00	£1,000.00	£1,000.00	£1,000.00
£2,250.00	£2,250.00	£2,250.00	£2,250.00	£2,250.00	£2,250.00
£540.00	£540.00	£540.00	£540.00	£540.00	£540.00
£409.00	£409.00	£409.00	£409.00	£409.00	£409.00

£519.00	£519.00	£519.00	£519.00	£519.00	£519.00
£863.00	£863.00	£863.00	£863.00	£863.00	£863.00
£50.00	£50.00	£50.00	£50.00	£50.00	£50.00
£5,500.00	£5,500.00	£5,500.00	£5,500.00	£5,500.00	£5,500.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£150.00	£150.00	£150.00	£150.00	£150.00	£150.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£500.00	£0.00	£0.00	£0.00	£0.00	£0.00
£175.00	£0.00	£1,000.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
<b>£18,109.00</b>	<b>£18,434.00</b>	<b>£18,434.00</b>	<b>£20,934.00</b>	<b>£19,434.00</b>	<b>£19,434.00</b>
<b>£85,884.00</b>	<b>£130,121.00</b>	<b>£70,861.00</b>	<b>£70,596.00</b>	<b>£97,372.00</b>	<b>£71,031.00</b>

£220.00	£220.00	£220.00	£220.00	£220.00	£220.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£54,507.00	£54,507.00	£52,520.00	£52,520.00	£52,520.00	£52,520.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£500.00	£0.00	£0.00	£0.00	£0.00
£1,000.00	£1,000.00	£1,000.00	£1,000.00	£1,000.00	£1,000.00
£500.00	£1,500.00	£1,000.00	£1,000.00	£750.00	£750.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£333.00	£333.00	£333.00	£333.00	£333.00	£333.00
£1,702.00	£1,702.00	£1,702.00	£1,702.00	£1,702.00	£1,702.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£35.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£100.00	£100.00	£100.00	£100.00	£100.00	£100.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£580.00	£600.00	£600.00	£580.00	£580.00	£580.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£5,920.00	£5,920.00	£5,920.00	£5,920.00	£5,920.00	£5,920.00
£2,828.00	£2,697.00	£2,717.00	£2,717.00	£2,715.00	£2,707.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£625.00	£625.00	£625.00	£625.00	£625.00	£625.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£2,500.00	£2,500.00	£2,500.00	£2,500.00	£2,500.00	£2,500.00
£150.00	£150.00	£150.00	£150.00	£150.00	£150.00
£290.00	£300.00	£300.00	£290.00	£290.00	£290.00
£350.00	£350.00	£350.00	£350.00	£350.00	£350.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£820.00	£820.00	£820.00	£820.00	£820.00	£820.00
£585.00	£585.00	£585.00	£585.00	£585.00	£585.00
£310.00	£310.00	£310.00	£310.00	£310.00	£310.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£1,500.00	£1,500.00	£1,500.00	£1,500.00	£1,000.00	£1,250.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00

£1,100.00	£1,100.00	£1,100.00	£1,100.00	£1,100.00	£1,100.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£150.00	£150.00	£150.00	£150.00	£150.00	£150.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£3,000.00	£0.00	£0.00	£6,000.00	£0.00
£5.00	£5.00	£5.00	£5.00	£5.00	£5.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00	£0.00	£3,000.00	£0.00	£0.00	£3,000.00
£1,750.00	£1,750.00	£1,750.00	£1,750.00	£1,750.00	£1,750.00
£173.00	£191.00	£80.00	£17.00	£188.00	£131.00
£1,500.00	£500.00	£500.00	£2,500.00	£500.00	£500.00
£423.00	£423.00	£423.00	£423.00	£423.00	£2,666.00
£200.00	£200.00	£200.00	£200.00	£200.00	£200.00
£0.00	£103.00	£0.00	£0.00	£0.00	£0.00
£411.00	£167.00	£253.00	£206.00	£644.00	£213.00
£1,250.00	£1,500.00	£1,500.00	£1,500.00	£1,500.00	£1,250.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£1,750.00	£0.00	£0.00	£0.00	£0.00	£0.00
£250.00	£0.00	£250.00	£0.00	£0.00	£250.00
£1,500.00	£500.00	£400.00	£100.00	£1,500.00	£250.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£62.00	£45.00	£46.00	£32.00	£100.00	£44.00
£58.00	£58.00	£58.00	£58.00	£58.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£1,500.00	£1,500.00	£1,500.00	£1,500.00	£1,500.00	£1,500.00
£700.00	£700.00	£700.00	£700.00	£700.00	£700.00
£500.00	£500.00	£500.00	£500.00	£500.00	£500.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£100.00	£100.00	£100.00	£100.00	£100.00	£900.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£66.00	£66.00	£66.00	£66.00	£66.00	£66.00
£0.00	£500.00	£0.00	£0.00	£500.00	£0.00
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£115.00	£115.00	£115.00	£115.00	£115.00	£115.00
<b>£88,383.00</b>	<b>£89,392.00</b>	<b>£85,948.00</b>	<b>£84,279.00</b>	<b>£90,069.00</b>	<b>£88,002.00</b>
<b>£88,383.00</b>	<b>£89,392.00</b>	<b>£85,948.00</b>	<b>£84,279.00</b>	<b>£90,069.00</b>	<b>£88,002.00</b>
<b>-£2,499.00</b>	<b>£40,729.00</b>	<b>-£15,087.00</b>	<b>-£13,683.00</b>	<b>£7,303.00</b>	<b>-£16,971.00</b>

May-2024	Jun-2024	Total
£22,000.00	£6,000.00	£225,000.00
£0.00	£5,000.00	£30,000.00
£500.00	£500.00	£16,000.00
£1,000.00	£1,000.00	£13,500.00
£1,000.00	£0.00	£9,950.00
£1,050.00	£0.00	£4,800.00
£110.00	£0.00	£500.00
£0.00	£0.00	£25,500.00
£0.00	£3,000.00	£12,000.00
£0.00	£0.00	£2,500.00
£0.00	£250.00	£1,000.00
£0.00	£0.00	£1,500.00
£0.00	£2,000.00	£10,000.00
£0.00	£1,250.00	£5,750.00
£0.00	£1,500.00	£7,500.00
£0.00	£200.00	£800.00
£0.00	£8,000.00	£34,000.00
£100.00	£100.00	£1,200.00
£0.00	£0.00	£0.00
£275.00	£200.00	£7,000.00
£13,000.00	£0.00	£15,000.00
£0.00	£0.00	£2,730.00
£0.00	£0.00	£0.00
£0.00	£0.00	£8,867.00
£1,000.00	£1,000.00	£12,000.00
£0.00	£0.00	£5,000.00
£125.00	£125.00	£1,500.00
£1,400.00	£1,400.00	£16,800.00
£0.00	£0.00	£25,000.00
£2,500.00	£2,500.00	£30,000.00
£39,420.00	£39,423.00	£473,043.00
£0.00	£0.00	£5,950.00
£0.00	£0.00	£4,500.00
£0.00	£0.00	£5,714.00
£0.00	£0.00	£9,500.00
£0.00	£0.00	£100.00
£25.00	£0.00	£100.00
£125.00	£125.00	£1,500.00
£0.00	£0.00	£25,000.00
£0.00	£0.00	£500.00
£0.00	£0.00	£0.00
£0.00	£0.00	£13,000.00
£0.00	£0.00	£0.00
£500.00	£1,500.00	£10,000.00
£550.00	£350.00	£4,500.00
£0.00	£0.00	£7,500.00
£0.00	£0.00	£10,000.00
£9,000.00	£3,500.00	£58,500.00
£0.00	£0.00	£0.00
£0.00	£0.00	£0.00
£0.00	£0.00	£0.00

£0.00	£0.00	£0.00
£0.00	£0.00	£0.00
£0.00	£0.00	£0.00
£0.00	£0.00	£0.00
£350.00	£300.00	£3,400.00
£900.00	£100.00	£1,000.00
£0.00	£0.00	£1,500.00
£0.00	£0.00	£0.00
£0.00	£0.00	£35,000.00
£0.00	£0.00	£24,000.00
£0.00	£0.00	£2,500.00
£4,000.00	£1,000.00	£57,500.00
£0.00	£0.00	£2,000.00
£0.00	£0.00	£0.00
£0.00	£0.00	£0.00
£0.00	£1,500.00	£1,500.00
£0.00	£0.00	£1,000.00
£0.00	£0.00	£0.00
£0.00	£0.00	£0.00
£0.00	£0.00	£0.00
£125.00	£125.00	£1,500.00
£0.00	£0.00	£1,750.00
£2,500.00	£0.00	£4,100.00
£5,000.00	£0.00	£8,000.00
£3,500.00	£0.00	£6,000.00
£700.00	£0.00	£2,000.00
£0.00	£0.00	£0.00
£500.00	£0.00	£2,500.00
£300.00	£0.00	£1,500.00
£200.00	£0.00	£1,400.00
£500.00	£0.00	£2,300.00
£0.00	£0.00	£1,500.00
£0.00	£0.00	£1,500.00
£300.00	£0.00	£1,300.00
£200.00	£0.00	£2,000.00
£0.00	£0.00	£1,800.00
£0.00	£0.00	£3,000.00
<b>£112,755.00</b>	<b>£81,948.00</b>	<b>£1,326,354.00</b>

£0.00	£0.00	£0.00
£0.00	£0.00	£0.00
£1,500.00	£1,500.00	£18,000.00
£0.00	£0.00	£0.00
£0.00	£0.00	£3,500.00
£0.00	£0.00	£0.00
£0.00	£0.00	£0.00
£11,000.00	£0.00	£14,000.00
£2,800.00	£2,800.00	£33,600.00
£220.00	£0.00	£2,500.00
£0.00	£0.00	£3,000.00
£125.00	£125.00	£1,500.00
£125.00	£125.00	£1,500.00
£1,375.00	£1,375.00	£16,500.00
£1,000.00	£1,000.00	£12,000.00
£2,250.00	£2,250.00	£27,000.00
£540.00	£550.00	£5,950.00
£409.00	£410.00	£4,500.00

£519.00	£524.00	£5,714.00
£863.00	£870.00	£9,500.00
£50.00	£50.00	£600.00
£5,500.00	£5,500.00	£66,000.00
£0.00	£0.00	£0.00
£0.00	£0.00	£0.00
£0.00	£0.00	£0.00
£150.00	£150.00	£1,650.00
£0.00	£2,000.00	£2,000.00
£0.00	£0.00	£12,000.00
£0.00	£0.00	£2,000.00
£144.00	£0.00	£144.00
£0.00	£0.00	£0.00
£0.00	£0.00	£0.00
<b>£28,570.00</b>	<b>£19,229.00</b>	<b>£243,158.00</b>
<b>£84,185.00</b>	<b>£62,719.00</b>	<b>£1,083,196.00</b>

£220.00	£220.00	£2,640.00
£0.00	£0.00	£0.00
£0.00	£1,250.00	£1,250.00
£0.00	£4,000.00	£4,000.00
£0.00	£0.00	£0.00
£52,520.00	£52,520.00	£633,754.00
£0.00	£0.00	£1,232.00
£0.00	£0.00	£1,000.00
£1,000.00	£1,000.00	£12,000.00
£500.00	£250.00	£10,000.00
£0.00	£0.00	£0.00
£333.00	£337.00	£4,000.00
£1,702.00	£1,702.00	£20,424.00
£0.00	£0.00	£0.00
£0.00	£0.00	£0.00
£0.00	£0.00	£35.00
£0.00	£0.00	£0.00
£100.00	£100.00	£1,200.00
£0.00	£0.00	£0.00
£0.00	£0.00	£0.00
£580.00	£580.00	£7,000.00
£0.00	£0.00	£0.00
£5,920.00	£5,920.00	£71,040.00
£2,652.00	£2,600.00	£32,133.00
£0.00	£0.00	£0.00
£625.00	£625.00	£7,500.00
£0.00	£0.00	£200.00
£2,500.00	£2,500.00	£30,000.00
£150.00	£150.00	£1,800.00
£290.00	£290.00	£3,500.00
£350.00	£350.00	£4,200.00
£0.00	£0.00	£0.00
£0.00	£0.00	£0.00
£820.00	£820.00	£9,840.00
£585.00	£585.00	£7,020.00
£310.00	£310.00	£3,720.00
£0.00	£0.00	£0.00
£1,000.00	£500.00	£18,000.00
£0.00	£0.00	£0.00

£1,100.00	£1,100.00	£13,200.00
£0.00	£0.00	£0.00
£150.00	£150.00	£1,800.00
£0.00	£0.00	£0.00
£0.00	£5,000.00	£30,000.00
£5.00	£5.00	£60.00
£0.00	£0.00	£0.00
£0.00	£0.00	£12,000.00
£1,750.00	£1,750.00	£21,000.00
£905.00	£7.00	£1,889.00
£2,000.00	£1,000.00	£15,000.00
£0.00	£0.00	£6,473.00
£200.00	£200.00	£2,400.00
£0.00	£0.00	£206.00
£0.00	£0.00	£3,213.00
£1,250.00	£1,250.00	£16,000.00
£0.00	£0.00	£0.00
£0.00	£0.00	£1,750.00
£0.00	£0.00	£750.00
£300.00	£100.00	£7,000.00
£0.00	£0.00	£300.00
£24.00	£0.00	£601.00
£0.00	£0.00	£522.00
£0.00	£0.00	£0.00
£1,500.00	£1,500.00	£18,000.00
£700.00	£700.00	£8,400.00
£500.00	£500.00	£6,000.00
£0.00	£0.00	£0.00
£100.00	£100.00	£2,000.00
£0.00	£0.00	£0.00
£66.00	£74.00	£800.00
£0.00	£500.00	£2,000.00
£0.00	£0.00	£0.00
£115.00	£115.00	£1,380.00
<b>£82,822.00</b>	<b>£90,660.00</b>	<b>£1,060,232.00</b>
<b>£82,822.00</b>	<b>£90,660.00</b>	<b>£1,060,232.00</b>
<b>£1,363.00</b>	<b>-£27,941.00</b>	<b>£22,964.00</b>



## Appendix 06/23.6: Facility

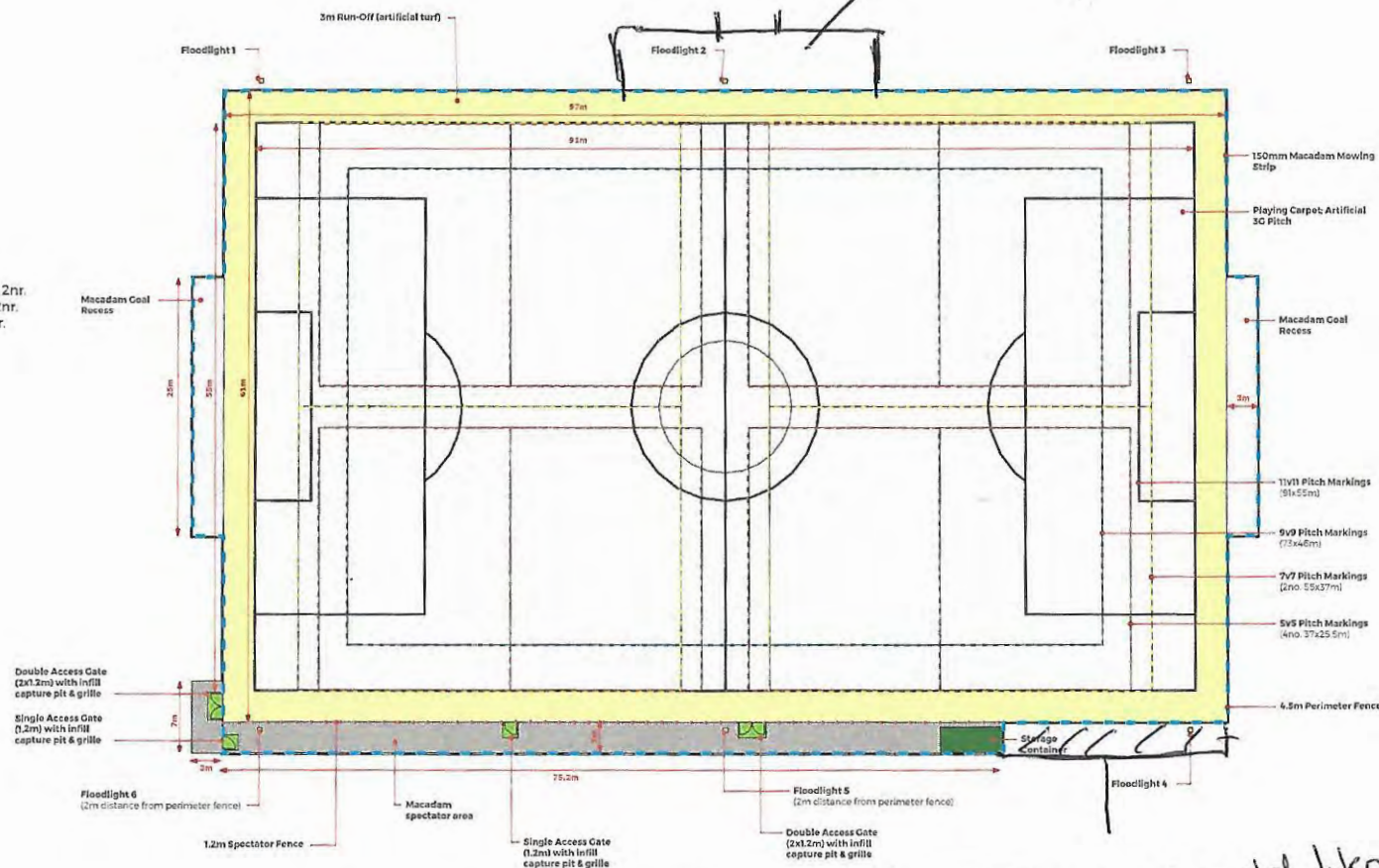
# FOOTBALL FOUNDATION;

## Community LED Floodlit 3G FTP (11v11 - 91m x 55m)

Pitch Size Including Run-Off Area - 97m x 61m

### NOTES & ITEMS:

Field Size 97m x 61m - 5,917m<sup>2</sup>  
 11v11 - 91m x 55m - 1nr.  
 9v9 - 73m x 46m - 1nr.  
 7v7 - 55m x 37m - 2nr.  
 5v5 - 25.5m x 37m - 4nr.  
 LED Floodlights  
 4.5m High Perimeter Fence  
 1.2m High Spectator Fence  
 Single Gates (1.2m) - 2nr.  
 Double Gates (2no. x 1.2m) - 2nr.  
 Infill Capture Pit & Grille (1.5 x 1.5m) - 2nr.  
 Infill Capture Pit & Grille (1.5 x 3m) - 2nr.  
 Heavy Duty Boot Wiper/Scraper - 4nr.  
 11v11 Goals - one set  
 9v9 Goals - one set  
 5v5 Goals - four sets  
 Pitch Dividing Net - 1nr.  
 Storage Container - 1nr.  
 Pitch Maintenance Equipment  
 Waste Bins - 2nr.  
 150mm Mowing Strip



we will need a recess for dugouts and gate to access from changing rooms.

Existing small changing



### NOTES

Drawings to be used for planning applications ONLY - do not use as construction drawings. Take dimensions from notes.

### REVISION:

V1.0 (13.01.23)

↓ CFA Office

FOOTBALL FOUNDATION  
 Artificial Grass Pitches  
 December 2022

### Author(s):

Chris Barry  
 Head of Technical  
 Tom Salisbury  
 Framework Manager  
 Ben Costello (ARB RIBA)  
 Technical Project Manager

we would like this extended as access for main officials would be from CFA office

One way road around  
pitch enabling large car park  
to be used. Can build on  
existing track in place

Storage containers  
can be relocated

existing toilet block  
likely to need removing  
to make way for road

Possible area  
for staff  
parking /  
minibuses



② - potential locations on site for  
bund / spoil



## Appendix 07/23 Code of Governance

# Code of Governance

BCFA Update



**ENGLAND  
FOOTBALL**

# Current Status

- Total of 98 areas of code
- 25 signed off and completed
- 40 pending review from SRM
- 33 to complete



# Areas requiring work

- Articles of Association
- IAG – Recent minutes, updates to terms of reference and sign off of DIAP
- Staff Survey & People Plan
- Board and IAG appraisal from Chair
- Independent Board Audit
- Finance Policies and Workflow update

# Directors Handbook

- Directors Handbook created to encompass all relevant policies
- Each handbook will only vary in part 3 which is the roles and responsibilities
- The handbook will need to be signed in July in each year in line with any updates





# **Birmingham CFA Skills Audit and Board Questionnaire**

# Why a skills and board audit?

- Code of Governance
  - FA Code of Governance
  - Sport England
  - Potential impact on future funding
- Highlight skills gaps for the board
- Diversity of thought on the board
- Ensure representation of the County
- To continually improve the ways of the working of the board and CFA

# Existing Board Composition

- 11 Board Members (2021 Audit – 11 Board Members)
- 7 Independent (2021 Audit - 6 Independent)
- 1 Council elected / not independent (2021 Audit - 2 Council elected / not independent)
- 3 Ex-Officio (2021 Audit – 1 Ex-Officio)
- (2021 Audit – 2 Co-opted Members)
- 64% Male & 36% Female (2021 Audit - 73% Male & 27% Female)
- 27% BAME (2021 Audit – 9% BAME)
- Average age of 50 (2021 Audit – Average age of 52)

# How the board operates

## What we do well:-

- Our CFA operates with a strategic plan and or set of measurable goals and priorities
- The board has an appropriate mix of age and experience to keep its performance fresh and best able to meet current challenges for developing football in our county
- The board is clear about the decisions where its approval is required vs those that can be made by the CEO without board approval
- The CEO and leadership team value the contribution that the board make to the success of the CFA

## What can we improve:-

- Newly elected board members receive a thorough induction to their role and have a clear understanding of what is expected of them
- The board has a programme to regularly review important policies used by the County across areas such as safeguarding health and safety, employment, staff welfare etc
- The board invests in training and development of board members
- The board critically evaluates its own performance and puts in place steps to address any issues identified

## Recommendations:-

- Better processes for evaluating Board Members contribution and performance
- Independent assessment of Board Impact
- Create a training framework for Board Members in relation to their role profile
- New induction pack including board training plan

# How the board works – board meetings

## What we do well:-

- Board meetings are well planned with clear agendas to ensure that discussions focus on critical board business
- Board meetings are frequent enough and long enough to ensure effective governance
- Written reports are provided in advance of board meetings to enable directors to prepare in advance
- Board members are open minded and willing to listen to others and change their views if necessary
- Our board meetings are generally enjoyable and engaging

## What can we improve:-

- We sometimes spend time in meetings on minor decisions that are really best left to the CEO and the paid staff of the County FA
- Our board meetings are often too predictable

## Recommendations:-

- Finalise scheme of delegation between the board and executive roles and responsibilities.
- Clearly define responsibilities of all board members to ensure areas of expertise covering all agenda items with responsibility, ensuring linked into the strategy not day to day operations
- Ensure that the board meetings are 'strategic' and cover the business reporting against the strategy and diversify the agenda based on business needs

# My own contribution as a director

## What we do well:-

- I am aware of my role and responsibilities as a CFA board member
- I can clearly explain the difference between my role as a Board Director and that of the CEO and the leadership team
- I make time to read reports and other materials in advance of our board meetings
- I am confident that my skills are valuable to helping the County achieve its strategic vision and priorities

## What can we improve:-

- I frequently encourage other board members to express their opinions at board meetings
- I find the increased responsibilities of being a Director challenging and increasingly more time consuming than in the past
- I have a plan to retire from the board at a certain point in time that is known to other board members

## Recommendations:-

- Create a more open Board culture where people feel comfortable to share their views, there needs to be clear space and time for this to be enabled
- Ensure that Board Meetings and associated work by Board Members are concise and time well spent – this needs to be outlined in the roles and responsibilities section in the handbook and new application process

# Feedback to the Chair of the board

## What we do well:-

- The chair is well prepared for meetings
- The Chair acts as a critical friend to the CEO
- The chair is regularly involved in the day to day management of the CFA
- The chair helps the board work well together
- The board has full confidence in the chair

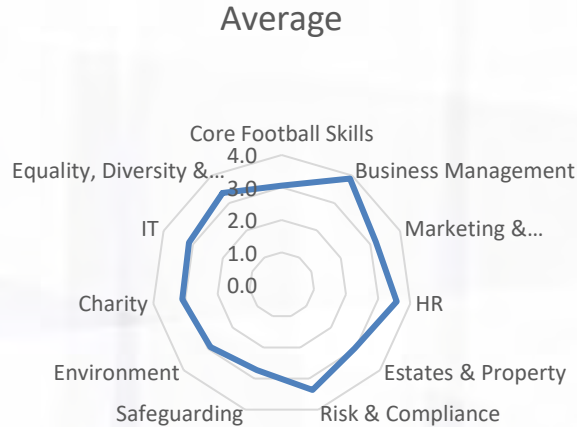
## What can we improve:-

- The chair ensures the board commit meeting time appropriately to focus on the most important matters on the agenda
- The chair is skilled at managing different points of view
- The chair demonstrates good listening skills
- The chair is effective in delegating responsibility amongst board members

## Recommendations:-

- Review the board agenda in line with new strategic objectives and ensure board meetings are streamlined
- Ensure there is appropriate opportunity for debate amongst board members, where all points of view are heard
- Ensure that each Board Member has responsibility delegated to them, in line with their role profile

# Current Skills – Self Assessment



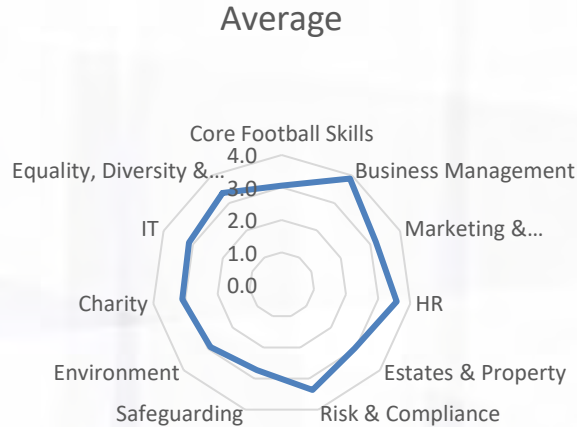
## Strengths

- Business Management
- HR
- Risk & Compliance
- Equality & Diversity

## Other Notes

- Detailed description of the scoring should have been given
- 5 = Current expert

# Current Skills – Self Assessment



## Potential Skills Gaps

- Environment
- Safeguarding
- Estates & Property
- Lost Commercial Director

## Other Notes

- Detailed description of the scoring should have been given
- 5 = Current expert

# Existing Board Composition

CEO (Ex-Officio) – KS - Strategic, financial, property purchase, inclusive, challenging, safeguarding, Performance reviews, sustainability

Chairperson (Non-Independent – Ex-Council) – MP – Business accrument and CFA knowledge, previous Referee and League Committee Member

FDM (Ex-Officio) – LB – Key Development knowledge filling the previous gap for core football skills, currently looking at CFA Governance

FSM (Ex-Officio) – MJ - Real life football experience, across Development and Governance as well as real life business development experience

SINED – SH – Previous experience with Sport England, with experience across a range of Sports, has stepped up in a Board leadership position when the Chair has been absent

ID (Safeguarding Board Champion) – AP - Expert safeguarding knowledge, excellent understanding of safeguarding legislation, wellbeing and health expertise & prevent / Extremist expert

ID (Finance) – SW – Finance expert with experience at RBS

ID (EDI) – MS – Leads on IAG and has supported the Equality Standard for Sport submissions & CEO at a Charity, knowledgeable in this area

ID – HM - Knowledge of venue operations, business and understanding of football landscape

ID – JB – Experience across Sport, specifically support the Facilities Strategy at BCFA

ID – SK – Expert in Research, Strategy & Strategic thinking as well as People & Culture

# Next Steps

- **Focus on 3 main areas until end of 2023/24 Season:**

- 1. Code of Governance**

- A. Use the Code of Governance as a framework to continuously improve
- B. Ensure that Board and CFA processes are reviewed to ensure a more robust governance structure with added Board input

- 2. Facility**

- A. Board to play pivotal role in developing re-developed BCFA Facility
- B. Board to support the process of the change management process that will occur with the opening of a facility with wider scope and operating hours

# Next Steps

## 3. Recruitment/Succession Planning

- A. Agree to advertise and recruit the following roles to the board
  - i. *New position to be agreed*
- B. Ensure all board members have assigned roles and new role profiles (if needed)
- C. Ensure there is a clear succession plan in place including timelines
  - i. Including role of Chair (recruitment process in articles)
  - ii. Including SINED



## Appendix 07/23.7 Board Safety Champion

[Insert County FA logo]

## Board Safety Champion Role Profile

The Board Safety Champion takes the lead for the welfare and safety of the Association's members and people but the overall responsibility is held by ALL board members.

<b>Role Title</b>	Board Safety Champion
<b>Reports to</b>	Chair of the Board of Directors

<b>Role Purpose</b>	
<ul style="list-style-type: none"> <li>To lead the Board in ensuring its responsibilities towards the welfare and safety of its members and people (including but not limited to employees, participants and volunteers) are factored into the decisions it makes.</li> <li>Collectively, the Board of Directors of <b>[Association]</b> is required to direct the business affairs of the Association and to determine the vision and strategy, plans, policies and financial investment required to achieve the Association's aims. As such, individually and collectively, the Directors are accountable to the Membership.</li> <li>To support <b>[Association]</b> senior leadership in embedding culture, diversity and inclusion throughout the organization.</li> <li>To be an active board member, providing strategic oversight and to constructively challenge and review the <b>[Association]</b> strategic plan.</li> </ul>	

<b>Location</b>	<i>&lt; Include office address and other options or requirements such additional travel to other locations or overnight stays. &gt;</i>
<b>Estimated time commitment to fulfil the role</b>	<i>&lt; Keep this as flexible as possible to maximise inclusivity. The post requires a commitment to attend [ ] Board meetings a year. Meetings are normally held on [day/date] at [where] and normally last in the region of [ ] hours. &gt;</i>
<b>Remuneration or Expenses</b>	<p>This is a voluntary role.</p> <p><i>&lt; Relevant expenses will be paid in line with the current [Association] Expense Policy.</i></p> <p><i>Travel and accommodation expenses to FA events where The FA has agreed to reimburse the Association will be paid in line with the current County FA Expense Policy issued by The FA. &gt;</i></p>