



# Royal Navy Football Association

**THE ROYAL NAVY FOOTBALL ASSOCIATION**  
**REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 June 2020**



**THE ROYAL NAVY FOOTBALL ASSOCIATION**

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FOR THE YEAR ENDED 30 JUNE 2020**

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**THE ROYAL NAVY FOOTBALL ASSOCIATION  
REPORT OF THE TRUSTEES**

**1**

The trustees present their report with the financial statements of the charity for the period ended 30 June 2020. The trustees have adopted the provisions of the 2015 Charities Statement of Recommended Practice (SORP) that meets Financial Reporting Standard (FRS) 102.

**LEGAL AND ADMINISTRATIVE INFORMATION**

**Charitable Company Name**

The name of the Charitable Incorporated Organisation (“the CIO”) is “The Royal Navy Football Association”, often abbreviated to RNFA

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**Trustees**

Vice Admiral Peter J Wilkinson, CB, CVO (2015)	Chair	(Retired Jan 2020)
John Lavery, MVO (2015)	Treasurer	Assumed Chair Jan 2020
Stephen G Vasey (2015)		
David McGarel (2019)		Assumed role as Treasurer Jan 2020
Ian Mulholland (2015)		
Luke Pierce (2015)		

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**CEO**

Mr S H Johnson

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**Registered Office**

Room G32  
HMS Temeraire  
Portsmouth  
Hampshire, PO1 2HB

**Registered Charity Number**

1164897 - First registered on 17 December 2015

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**Accountants**

David Bailey, Chartered Accountants  
28 Landport Terrace  
Portsmouth  
Hants PO1 2RG

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**Bankers**

Nat West Bank  
130 Commercial Road  
Portsmouth  
Hants  
PO1 1EJ

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**Legal Advisers**

Charles Russell LLP  
5 Fleet Place  
London EC4M 7RD

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## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Constitution**

The Charity is a Charitable Incorporated Organisation (CIO). It was registered in its current legal form on 17 December 2015. The Charity was previously an unincorporated association but changed its legal form to a CIO. The assets and liabilities of the unincorporated association were transferred to the CIO on 7<sup>th</sup> July 2016.

### **Organisational Structure**

The governing body of the RNFA is the Board of Trustees, which comprises up to 6 members and meets three times a year to review charitable objectives, strategy, the risk registers and performance. Trustees are elected or appointed for a three-year term, and may, subject to Board approval, serve for further three-year terms. The Chairman and CEO attend all Board of Trustees meetings. The trustees have adopted the provisions of 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).

All appointments of trustees are based on the principle of competency and in order to benefit from a broad spread of expertise. All appointments and re-appointment of trustees are based on the articles of the Constitution and will be decided by the members at the annual general meeting.

On appointment, all new Trustees will be provided with a copy of the Constitution and any amendments made to it, a copy of the CIO's latest trustees' annual report and statement of accounts. They will be briefed on their duties and responsibilities as a Trustee and will be offered training courses if required to improve their ability to perform their duties. The Register of Trustees is maintained with the Statutory Records of the RNFA by the CEO.

The trustees shall manage the affairs of the CIO in accordance with the articles of the Constitution and have delegated the day-to-day running of the Royal Navy Football Association to the Executive Committee, who are tasked with achieving the objectives set within the RNFA strategic plan (2018-2021).

### **Facility Management**

The Charity does not own any specific facilities, as the RNFA utilises the facilities that are provided by the Ministry of Defence in pursuit of the combined objectives to promote physical efficiency by participating in sport. The current offices are situated within HMS TEMERAIRE, the centre for Navy sport in Portsmouth.

## Volunteers and Related Parties

The Trustees all give their services voluntarily and receive no remuneration for their activities, other than travel, training courses and incidental expenses. The serving members of the Board undertake their RNFA duties as volunteers in addition to their normal line duties and receive no remuneration for their services

## Management

Whilst the Trustees retain full responsibility for the CIO, the management and day-to-day running of the RNFA has been delegated to the Executive Committee and General Council within the conditions set out in the RNFA Handbook.

The Executive Committee consist of the following appointments:

Chairman	Chairman of Referees	Safeguarding Board Champion
Vice Chairman	Head of Marketing and Sponsorship	
CEO	Head of Representative Football	
Head of Strategy and Business	Head of Women's Football	
Football Development Manager	Head of Development Teams	
PRO	Head of Clubs, Leagues and Competitions	

All RNFA Executive Committee officials are serving Royal Navy/Royal Marines personnel, who undertake the roles on a voluntary basis on top of their high-pressure military appointments except for the CEO and the Football Development Manager who are funded by the Football Association. All vacancies within the RNFA area are advertised on the RNFA website inviting volunteers, both serving and civilians, to be considered for selection; all Executive Committee appointments are re-appointed at the AGM.

## Employees

### The RNFA employs the following personnel in a full-time capacity:

CEO	Mr Steve Johnson (2003)	FA Funded post
Football Development Manager	Ms Kim Stenning (2016)	FA Funded post

### The RNFA permanently employs the following personnel in a part time capacity:

Development Co-Ordinator	Mrs Hannah Okell (2016)	FA Funded post
Financial Assistant	Mrs T Wilkinson (2001) <b>Retired Sept 2019</b>	RNFA Funded post

## Royal Navy Secondment

Assistant Secretary	Petty Officer Ross Mcevoy	Royal Navy funded position
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Petty Officer Mcevoy is provided by the Royal Navy in a permanent recognised role by the Naval Service. He commenced his appointment April 2018 and was replaced in Jan 2020 by POPT Danny Kerr. His position forms part of the RNFA Business plan risk register.

## Chairman's Overview

This report covers the period from 1 Jul 2019 to 30 June 2020.



As I write these notes in my first year as Chairman, I reflect on a year like no other; the period of this report has encompassed the COVID-19 pandemic and the associated impact on sport. The RNFA has adapted to government, Service and National Governing Body guidance throughout and has continued to support football in a safe and compliant manner. Whilst several key events were curtailed, we continue to plan for the future, ensuring we are prepared in every way for a return to a post COVID way of life.

Women's football, grassroots and development opportunities remain the key focus of the Association and we continue to transform the way we do our business accordingly. Our governance remains central to all we aspire to achieve, and both the Chair of the Executive Committee and the Chairman of Trustees has changed during this reporting period. Our benchmarks that are being set by the FA as part of the National Game Strategy are being achieved at every level and importantly, we continue to surpass them and generate novel ways of improving areas where we have lower targets based on our bespoke demographics. Our people remain the most important part of the Association and where possible and within capacity, they are being employed to the wider benefit of the FA. Worldwide reach is an area where we can add significant value, and wherever possible we will continue to grow participation at every level regardless of location, quality, and quantity available. A highly successful trip to Australia in the autumn of 2019 epitomised this, with over 60 RN players competing at the highest level and delivering success both on and off the field of play.

Sound financial management and oversight by our Trustees has resulted in the ability of our participants to have the opportunity to tour overseas, be it in the southern hemisphere or in Europe at bespoke training camps, at minimum personal cost and with maximum success. In addition, they continue to be instrumental in the financial management of our current resource and our investment portfolio provides us with a sustainable programme with sensible reserves to ensure long term stability as was demonstrated throughout the period of the pandemic.

We continue to strive to go from 'Good to Great', and the events of early 2020 has provided a sobering example of how quickly things can change. The RNFA will continue to improve, learn from experience, and most importantly deliver our charitable objectives to the best interests of our football family. This will be achieved through the support of our permanent and voluntary staff, the Royal Navy, our Trustees and the FA.

**Commander John Gordon (Chairman)**

## OBJECTIVES AND ACTIVITIES

The object of the CIO is to promote the physical efficiency of members of the Royal Navy and Royal Marines through the provision of administrative and financial support and facilities to enable past and present members of all ranks of the Royal Navy and Royal Marines and their dependants to participate in sport.

In order to achieve this, we will strive to provide innovative solutions in:

- Growing our volunteer workforce for all areas of the game.
- Promoting amateur sport for the benefit of the public by encouraging the participation of young people in the game of Football.
- Being inclusive and non-discriminatory whilst providing a wide menu of opportunities.
- To provide new opportunities that meet the needs of current and future generations.
- Communication to our customers and respond to their needs and wishes.
- Improving the quality of our coaches.

The Naval Service recognises that its people are the most important factor in delivering operational effectiveness and values the diversity and range of individual skills and talents of its personnel. It is resolutely committed to ensuring that all Royal Navy Personnel have equality of opportunity for employment, training and advancement based solely on their merits and abilities and can work in an inclusive environment free from any form of intimidation, humiliation, harassment, bullying or other abuse or unfair treatment. As the most participated sport played in the Royal Navy and Royal Marines, the Royal Navy FA has a key role to play in this strategy of ensuring our people are fit to fight and fit for life.

### Strategic Objectives 2018-21

- **High Quality introduction to football**  
Ensure regulations & competition is at the highest quantity & quality.
- **Embrace all formats, engage all participants**  
Introduce and support flexible formats of the game.  
Be Inclusive and non-discriminatory to allow opportunities for all.
- **Develop leagues & Clubs**  
Rules and regulations are at a high standard and comply with all FA policies.  
Ensure Safeguarding Operating Standards are met in line with NGB requirements.
- **Recruit, Develop & Support**  
Comprehensive Coach Education programme to support:
  - Referees & Coaches
  - Introduce a strategy to recruit more volunteers
- **Modernise & Innovate**  
Attract increased investment to the game  
React to Transformation with the Royal Navy

### **Objectives and Activities (Continued):**

During this reporting period the Royal Navy FA has continued to deliver on its “2018-21” strategic plan mapped to the FA’s National Game strategy, as well as the strategic goals of the Royal Navy. The reporting period is now aligned with all County Football Associations allowing the FA to conduct financial analysis and share good practice that will support the association in the future . This is the fifth full reporting period as a Charitable Incorporated Organisation (CIO).

### **Covid 19**

The Coronavirus pandemic stopped all Football activity in March 2020 resulting in the cessation of all grassroots football including the postponement of the Men’s and Women’s Inter Services along with the Navy Cup Competition. The effect of COVID-19 has led to uncertainty over reductions in current and future funding grants from the FA and sponsors.

### **Safeguarding**

In 2018 the RNFA achieved The FA’s Safeguarding Operational Standard. Going through the assessment was a huge benefit to the association, not only did it highlight the good work we were doing but also identified areas in which we can work smarter and improve. We have continually reviewed and updated our safeguarding practices in preparation for our second assessment. The FA Safeguarding Operating Standards are designed to ensure a consistency in safeguarding procedures across all grassroots football. This assessment will now become a mandatory Bi-annual event. The next assessment is due to take place between January and May 2021.

### **Volunteers**

We rely heavily on our volunteer network to support the organisation, which includes all our Trustees, and Executive Committee members. Volunteers form a variety of roles which includes contributing in working groups, whilst supporting and attending all Representative and Grassroots events. We continue to work inside and outside of the service to grow our volunteer workforce.

### **Football Activities**

As both a registered charity and a constituent body of the Football Association, we are committed to promoting participation and enjoyment of Football at all levels within the Naval Service. We have invested a huge amount of resource into grassroots projects with the aim of increasing participation, focusing on Retention and Re-Engagement. Our Community engagement programme continues to grow, again the highlight being a very successful Premier League Truce Tournament won by Crystal Palace U12’s.



The U23 team completed their fixture programme prior to Lockdown, which included a very successful training camp in Guernsey before relinquishing their 2018 Inter Services Champions title to the RAF. The women's team completed a very positive fixture programme that concluded with a training camp to Salou (Spain) in preparation for their Inter Service fixtures, which unfortunately, to Covid 19 and the subsequent lockdown, was cancelled. The Men's team like the women also completed their fixture and overseas training camp to Portugal before the Covid restrictions put a halt to their Inter Service competition.

Elsewhere the provision of coaching and refereeing courses is resulting in greater opportunities for those wishing to get involved in other areas of the game. As part of their new four-year strategy to further improve support to coaches, referees and the game, from April 2021 FA Education will take on full responsibility for delivering all coach education. This modernised offer which utilises digital engagement will provide a menu of opportunities and options to pick and choose learning that interests them.

The focus at the end of this period is to wherever possible exceed targets set within the strategic plan (2018/21) for year 2, whilst understanding the barriers as we move over to a more focussed digital delivery.

### **Remuneration**

The Charity does not remunerate its Trustees, although training and travel expenses are funded. All Trustees and members of the Executive give their services voluntarily and receive no remuneration for the activities other than incidental expenses. The Executive undertake their association duties as volunteers in addition to their full-time service duties. The RNFA continues to develop and expend its group of volunteers to assist in all areas of the charity. These volunteers are supported by the full-time staff members, as well as specific policies contained within the staff handbook.

## FINANCIAL REVIEW

### Grants

The RNFA receives annual grants from:

- **Naval Service Sports Charity** - This grant is in support of operational costs along with delivery projects as detailed with in the RNFA Business Plan. A business case is compiled each year and a figure bid for aligned to the association requirements including CEO and FDM travel and current financial status. The association received a grant £28,701 during this financial period
- **Naval Service Sports Charity** - Grants received to support Training Camps and Overseas visits. The association received a grant £66,698 during this financial period
- **The Football Association (FA)** – This grant is used for workforce salaries and a revenue grant to support the Development delivery projects that support The FA’s National Game Strategy (2018-21).  
The association received a grant £110,692 during this financial period
- **Sponsorship** – To support delivery of Cup Competitions and Representative Football  
The association received a grant £34,650 during this financial period

In April the FA announced that significant cuts would be required to negate the impact of Covid 19 and its consequence on finances for NGB. The result of this to County FA’s funding, including the Royal Navy FA, was a reduction of 13.5% which from the association’s perspective equates to a reduction of £10,500 per year to our annual grant.

The Trustees discussed several options in response to the FA budget cuts and it was unanimously agreed that reserve funds along with cash at the bank should be used to ensure that all staff contracts, due to expire June 2022, are honoured in line with their original T&C’s.

The focus of the RNFA remains on financing the operating costs of football throughout the Naval Service. Through the grants above and locally generated sponsorship the association operates and funds:

- 5 representative teams (Over 30 fixtures per season)
- Delivery of an Inter-Regional and Navy Cup Competition for all affiliated Clubs (11 v 11)
- Delivery of a needs led Coach Education programme with Community access.
- Delivery of Development projects in support of both the FA and RNFA strategic objectives.
- Employment of 2 full time and 1 part time members of staff

The finance function of the RNFA is undertaken by the part time Finance Officer along with the full time CEO. Financial reporting is a standing agenda item at every Executive Board meeting. A major change as a CIO is that budget approval is now recommended at Executive level and is now approved by the Trustees at the beginning of each financial year.

### Investments and Reserves Policy

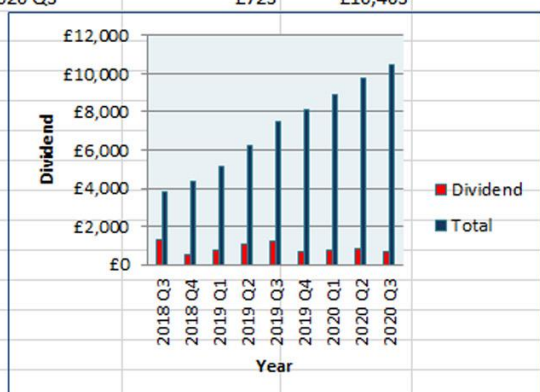
Reserves are needed to bridge the gap between spending and receiving income and to cover unplanned emergency expenditure. The minimum level of reserves deemed to be required is reviewed periodically by the Trustees and adjusted as perceptions of risk and other factors change. The Trustees believe that it remains reasonable to maintain a level of free reserves equivalent to 12 months operating costs of charitable activities and thus enable the charity to continue its business for at least one year in the event of significant loss of income (Risk 1 – Highest Priority Risk Register). Approx. £100K

Investments which are now under the management of the RNRMC, have, year ending June 30<sup>th</sup>, 2020, seen a depreciation of 10%. Impact of the coronavirus will likely continue to affect markets, and although still volatile at this time growth has been seen towards the end of this reporting period.

## RNFA Investment Portfolio



Year	Dividend	Total	Withdrawal	Core Capital	Total
2017 Q4	£664	£664		£100,000	£100,664.00
2018 Q1	£804	£1,468		£101,910	£103,378.00
2018 Q2	£1,051	£2,519		£103,150	£105,669.00
2018 Q3	£1,308	£3,827		£97,244	£101,071.00
2018 Q4	£570	£4,397		£97,244	£101,641.00
2019 Q1	£772	£5,169		£101,182	£106,351.00
2019 Q2	£1,056	£6,225		£101,980	£108,205.00
2019 Q3	£1,259	£7,484		£102,085	£109,569.00
2019 Q4	£662	£8,146		£104,342	£112,488.00
2020 Q1	£748	£8,894		£89,500	£98,394.00
2020 Q2	£846	£9,740		£90,191	£99,931.00
2020 Q3	£723	£10,463		£92,351	£102,814.00



### Staff Redundancy Policy

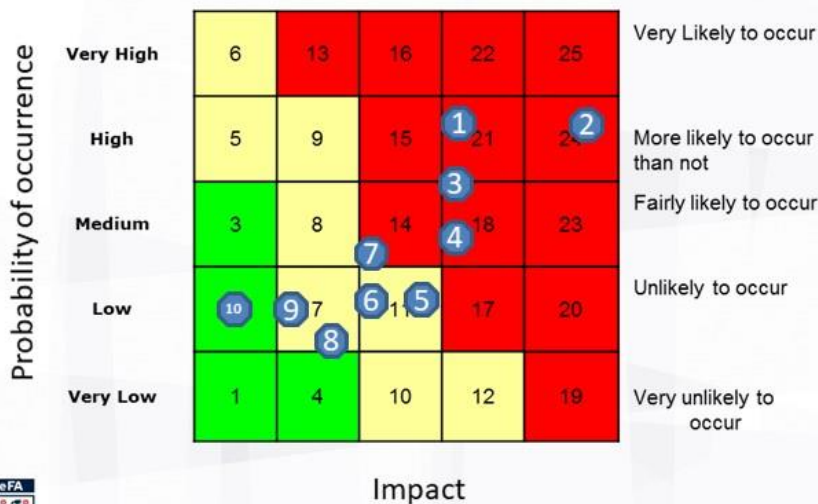
The financial forecast for staff redundancy payments as of the 30 June 2020 would be £16,814.

**Risk Management**

The Trustees review the risks to the organisation as part of the business plan process, which is done as a minimum on a quarterly basis. The Executive review our risk management process and recommend improvements quarterly to the Trustees

The Executive Committee maintain a Risk Matrix to enable them to examine the principal areas of the charities operations and consider what other risks may arise. The risk matrix is kept up to date by the Executive Committee Chairman and is examined at each Board Meeting and presented to the Trustees at each of their meetings. In the opinion of the Trustees, the charity has established systems that allow the risks to be mitigated to an acceptable level.

**Risk register**



No	Risk
1	Reduction in FA funding
2	Availability of RN staff
3	Long term unavailability of staff
4	Reduction in non FA or RN funding
5	Safeguarding
6	IT and Data Protection
7	Lack of SQEP
8	Reduction in size of RN
9	Unavailability of HQ facilities
10	Reduction in access to playing facilities



**Top 3 Risks:**

**Risk**

**Mitigation**

**1. Removal of FA Funding**

Reserve funds have been utilised to offset the 13.5% reduction in FA Funding (£10,500 per year). Current staff contracts due to expire June 2022.

**2. Availability of RN Staff**

Contractual agreement with the FA for funding is caveated against the RN providing an assistant secretary

**3. Long Term unavailability of staff**

- Staff multi role trained
- Job share option with Hampshire FA

### Statement of Trustees Responsibilities

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charitable law requires the trustees to prepare financial statements for each financial year that give a true and fair view of the charitable company and of the outgoing resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- state whether a Statement of Recommended Practice (SORP) applies and has been followed, subject to any material departures which are explained in the financial statements;
- make judgements and estimates that are reasonable and prudent;
- comply with applicable accounting standards, including FRS 102, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue.

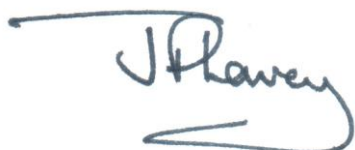
The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with Charity regulations. They are also responsible for safeguarding the assets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

In so far as the trustees are aware:

- There is no relevant information of which the charity independent examiner is unaware; and
- The trustees have taken all the steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

The trustees declare that they have approved the trustees' report for the period ended 30 June 2020.

Signed on behalf of the Trustees on 28<sup>th</sup> January 2021

A handwritten signature in blue ink, appearing to read 'J Lavery', with a large, sweeping flourish underneath.

**Captain John Lavery MVO – Trustee (Chairman)**

**I report to the trustees on my examination of the accounts of the Royal Navy Football Association for the period 1 July 2019 to 30 June 2020, which is set out on Pages 12 to 20.**

***Responsibilities and basis of report***

As the charity of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

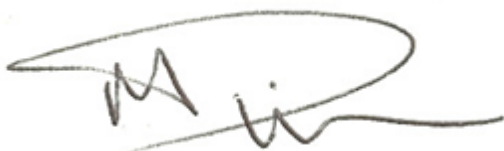
I report in respect of my examination of the Trustee's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

***Independent examiner's statement***

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act;  
or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounting and Reports) Regulations 2008 other than and requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concern and have come across no other matters in connection with the examination to which attention should be drawn in the report in order to enable a proper understanding of the accounts to be reached.

A handwritten signature in black ink, appearing to read 'M. Pierce', with a large, sweeping flourish above the name.

**MARTIN PIERCE FCCA**  
28 Landport Terrace  
Portsmouth  
PO1 2RG

29<sup>th</sup> January 2021

## INCOME AND EXPENDITURE ACCOUNT

For the year ended 30 June 2020

	Note	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 1 May 2018 to 30 June 2019 £
<b>INCOMING RESOURCES</b>					
Incoming Resources from generated funds:					
Voluntary Income - Grants and Sponsorship	1	35,973	206,551	242,524	201,214
Investment Income		3,945	-	3,945	3,925
Incoming resources from charitable activities:					
Football Development Income		8,891	-	8,891	21,227
Competition Income	2	483	-	483	1,025
Referees' Income	3	1,240	-	1,240	1,773
Other Income	4	408	-	408	(53)
<b>TOTAL INCOMING RESOURCES</b>		<b>50,940</b>	<b>206,551</b>	<b>257,491</b>	<b>229,111</b>
<b>RESOURCES EXPENDED</b>					
Costs of generating funds:					
Costs of generating voluntary income					
% Admin costs re Grants/Bids					
Sponsors Servicing		4,953	-	4,953	6,178
Charitable Activities					
Football Development Expenses	5	5,488	51,842	57,330	91,036
Representative Match Expenses	6	29,025	66,698	95,723	55,464
Competition Expenses		1,767	-	1,767	3,736
Referees Expenses		121	500	621	3,870
RNFA Handbooks		-	-	-	7
Subscriptions and Donations		2,810	-	2,810	2,810
Governance Costs:					
Administration Expenses	7	7,208	55,368	62,576	71,422
Depreciation	8	1,698	-	1,698	1,908
<b>TOTAL RESOURCES EXPENDED</b>		<b>53,070</b>	<b>174,408</b>	<b>227,478</b>	<b>236,431</b>
<b>NET INCOMING RESOURCES</b>		<b>(2,130)</b>	<b>32,143</b>	<b>30,013</b>	<b>(7,320)</b>
<b>NET GAINS(LOSSES) ON INVESTMENT ASSETS</b>		<b>(8,835)</b>	<b>-</b>	<b>(8,835)</b>	<b>3,511</b>
<b>SURPLUS(DEFICIT) FOR THE YEAR</b>		<b>(10,965)</b>	<b>32,143</b>	<b>21,178</b>	<b>(3,809)</b>
Funds brought Forward 1 July 2019		209,153	22,319	231,472	235,281
Funds Carried Forward 30 June 2020		198,188	54,462	252,650	231,472

The notes on pages 15 to 20 form part of this Account

**BALANCE SHEET**For the year ended 30 June 2020

		<b>2020</b>		<b>2019</b>	
	Note	£	£	£	£
<b>FIXED ASSETS</b>					
Tangible	9		1,823		2,940
Investments	10				
- RNRMC Investment Fund			93,145		101,980
			<u>94,968</u>		<u>104,920</u>
<b>CURRENT ASSETS</b>					
Stock of Equipment		867		932	
Sundry Debtors and Prepayments	11	18,330		11,565	
Cash at Bank					
- NatWest Reserve Account		149,856		133,780	
- NatWest Current Account		3,000		3,000	
Travelex Card		856		-	
Cash in Hand		214		394	
		<u>173,123</u>		<u>149,671</u>	
<b>CURRENT LIABILITIES</b>					
Grants Received in Advance		8,000		11,300	
Income Received in Advance		5,290		3,333	
Sundry Creditors		2,151		8,486	
		<u>15,441</u>		<u>23,119</u>	
<b>NET CURRENT ASSETS</b>			<u>157,682</u>		<u>126,552</u>
<b>NET ASSETS</b>			<u>252,650</u>		<u>231,472</u>
Financed by :					
<b>ACCUMULATED FUND</b>					
Unrestricted Funds			198,188		209,153
Restricted Funds			54,462		22,319
			<u>252,650</u>		<u>231,472</u>

The financial statements on pages 13-20 were approved by the trustees on 28<sup>th</sup> January 2021 and signed on their behalf by:



**Captain John Lavery MVO – Trustee (Chairman)**



**NOTES TO THE ACCOUNTS**

For the year ended 30 June 2020

**1. BASIS OF PREPARATION**

- a. **Basis of accounting.** These Accounts are prepared under the historical cost convention with items recognised at cost or transaction value unless stated in the relevant notes to these accounts.
- b. The Accounts have been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the United Kingdom and Republic of Ireland (FRS 102 September 2015) and with the Charities Act 2011.
- c. **Going Concern.** The trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of the financial statements. The trustees have considered the charity's forecasts and projections and have taken account of pressures on grants, sponsorship and charitable activities. After making enquiries the trustees have concluded that there is a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

**2. ACCOUNTING POLICIES**

- a. **Recognition of income.** Income is recognised in the period in which the charity is entitled to receipt, and the amount can be measured with reasonable certainty. Grants from other agencies, together with sponsorship and donations, and other income from activities are in furtherance of the charity's objectives. Funds received are recognised as restricted when there is an agreed and explicit condition of the grant or donor. Occasionally, funds received for future activities are carried forward at the year end.
- b. **Resources Expended.** Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.
- c. **Governance Costs.** Governance costs include the costs of meeting the constitutional and statutory requirements of the charity, including the accountancy and independent examination fees.

**NOTES TO THE ACCOUNTS**

For the year ended 30 June 2020

**ACCOUNTING POLICIES** - continued

- d. **Pension Costs.** The charity operates a defined contribution pension scheme. Contributions payable are charged to the Statement of Financial Activities in the period to which they relate.
- e. **Capitalisation and Depreciation of Tangible Fixed Assets.** In line with Royal Navy accounting policy, tangible fixed assets are capitalised and depreciated at the rates stated under Note 6.
- f. **Fixed Asset Investment.** Quoted shares and similar investments are valued initially at cost and subsequently at fair value (their market value) at the year end.
- g. **Stocks.** Corporate clothing held for sale as part of charitable activity is valued at the lower of cost or net realisable value.
- h. **Debtors.** These are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.
- i. **Funds Accounting.** Funds held by the charity are:
  - a. **Unrestricted Funds:** These are funds that can be used in accordance with the charitable objectives at the discretion of the Trustees.
  - b. **Restricted Funds:** These are funds that can only be used for restricted purposes within the objectives of the charity. Restrictions arise when specified by the donor.

**SCHEDULES TO THE INCOME AND  
EXPENDITURE ACCOUNT**

For the year ended 30 June 2020

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds 1 May 2018 to 30 June 2019
	2020 £	2020 £	2020 £	£
<b>1. GRANTS AND SPONSORSHIP</b>				
RN Sports Charity Grant	-	8,000	8,000	7,000
FA Development Plan Grant	-	18,230	18,230	14,155
Other FA Grants	-	8,000	8,000	19,691
Sports Lottery Grants	-	93,103	93,103	40,941
FA Salary Grants	-	78,718	78,718	88,766
Sponsorship:				
- Ivor Dewdney Pasties	3,000	-	3,000	3,000
- Trinity Insurance	2,500	-	2,500	2,500
- ESS	7,500	-	7,500	7,500
- Carbon 60	11,650	-	11,650	10,000
- Lockheed Martin	10,000	-	10,000	3,700
Donations:				
- RNFA Supporters Club	1,323	-	1,323	1,000
- Thales Donation	-	-	-	2,961
- Consolite	-	500	500	-
	<u>35,973</u>	<u>206,551</u>	<u>242,524</u>	<u>201,214</u>
<b>2. COMPETITION INCOME</b>				
Navy Cup	340	-	340	260
Inter Command Cup	-	-	-	50
Administration Charge - Cautions and Sending Off	143	-	143	715
	<u>483</u>	<u>-</u>	<u>483</u>	<u>1,025</u>
<b>3. REFEREES' INCOME</b>				
Registrations	400	-	400	1,320
Course Fees	840	-	840	453
	<u>1,240</u>	<u>-</u>	<u>1,240</u>	<u>1,773</u>
<b>4. OTHER INCOME</b>				
Surplus(Deficit) on Sale of Football Tickets	408	-	408	(53)
	<u>408</u>	<u>-</u>	<u>408</u>	<u>(53)</u>

## SCHEDULES OF RESOURCES EXPENDED

For the year ended 30 June 2020

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds  1 May 2018 to 30 June 2019
	2020 £	2020 £	2020 £	£
<b>5. FOOTBALL DEVELOPMENT EXPENSES</b>				
Coaching and other Course Expenditure	5,488	3,267	8,755	16,598
Football Development Wages and Expenses	-	41,954	41,954	47,157
Football Development Staff Pensions	-	2,729	2,729	2,292
Grassroots Development Expenses	-	2,295	2,295	10,593
Equipment Expenses	-	1,597	1,597	14,396
	<u>5,488</u>	<u>51,842</u>	<u>57,330</u>	<u>91,036</u>
<b>6. REPRESENTATIVE MATCH EXPENSES</b>				
RNFA Senior XI	2,103	-	2,103	9,702
RNFA Development XI	4,309	-	4,309	4,070
RNFA Women's XI	1,445	-	1,445	4,803
Tours	21,168	66,698	87,866	36,889
	<u>29,025</u>	<u>66,698</u>	<u>95,723</u>	<u>55,464</u>
<b>7. ADMINISTRATION EXPENSES</b>				
Office Supplies	221	-	221	236
Telephone	349	-	349	397
Postage	-	-	-	60
Motor Vehicle Expenses	492	-	492	298
Sundry Expenses	999	-	999	707
Committee Expenses and Meetings	284	-	284	597
Trustees' Training Expenses	-	-	0	123
Staff Training Expenses	12	-	12	-
Insurances	466	-	466	466
Staff Wages	-	50,925	50,925	58,995
Staff Pensions	-	3,341	3,341	3,173
Secretary's Expenses	264	1,102	1,366	2,181
Accountancy	4,121	-	4,121	4,189
	<u>7,208</u>	<u>55,368</u>	<u>62,576</u>	<u>71,422</u>
<b>8. DEPRECIATION</b>				
Office Equipment	541	-	541	751
Motor Vehicle	1,157	-	1,157	1,157
	<u>1,698</u>	<u>-</u>	<u>1,698</u>	<u>1,908</u>

**NOTES TO THE ACCOUNTS**For the year ended 30 June 2020**9. TANGIBLE ASSETS**

	Total £	Equipment £	Motor Vehicle £
At 1 July 2019	16,046	4,482	11,564
Additions in the year	<u>581</u>	<u>581</u>	-
	16,627	5,063	11,564
<u>Less</u> Disposals in the year	-	-	-
	-	-	-
<u>Less</u> Accumulated Depreciation	(14,804)	(4,394)	10,410
Net Book Value at 30 June 2020	<u>1,823</u>	<u>669</u>	<u>1,154</u>

In line with the Royal Navy accounting policy, tangible fixed assets are capitalised and depreciated as follows:

Equipment	- 50% per annum on cost in the first year - then the balance remaining over three years
Motor Vehicle	- 50% per annum on cost in the first year - then the balance remaining over five years

**10. INVESTMENTS**

	2020 £	2019 £
RNRMC	<u>93,145</u>	<u>101,980</u>

The RNRMC Investment valuation is taken from Cazenove Capital's Investment Fund Schedule as at 30 June 2020.

**11. SUNDRY DEBTORS**

	2020 £	2019 £
Sports Lottery re Secretary	5,802	6,570
Sports Lottery re FDO	1,283	1,479
Sports Lottery re Salaries and Pensions	8,000	-
Monies owing for Ticket Sales	90	231
Coaching Course Fees	-	135
Prepayments	3,115	3,140
Others	40	10
	<u>18,330</u>	<u>11,565</u>

**NOTES TO THE ACCOUNTS**

For the year ended 30 June 2020

**12 DETAILS OF CERTAIN TYPES OF EXPENDITURE**

	2020	2019
a Accountancy		
Independent Examiners Fees	3,240	3,120
Other Accounting Services	881	1,069
	<u>4,121</u>	<u>4,189</u>
b Staff Costs		
Salaries and Wages	86,716	100,206
Social Security Costs	4,994	4,256
Pension Costs (Defined Contribution Scheme)	6,070	5,465
Other Employee Benefits	336	250
	<u>98,116</u>	<u>110,177</u>

No employee received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000. The total amount paid to key management personnel for their services to the Charity was £71,075 (2019 - £79,187).

**13. TRANSACTIONS WITH TRUSTEES AND RELATED PARTIES**

Transactions with related parties:

Mrs T Wilkinson was paid a remuneration package of £1,527 in the period (2019 - £8,761) for her services as the charity financial assistant. Mrs Wilkinson is the wife of Vice Admiral P J Wilkinson, a Trustee of the Charity. Mrs Wilkinson retired September 2019 and Admiral Wilkinson retired January 2020.