



**Airienteers**  
Orienteering in Airedale and Wharfedale

# **AIRIENTEERS ANNUAL GENERAL MEETING**

**Financial Report 2010-11 and  
Proposed Budget 2011-12**

**15 October 2011**

## Airienteers Financial Report 2010-11

### General Summary

At the last AGM, a budget was approved which would result in a deficit of £(975). This was based on an equipment budget of £1,000 to take account of SI upgrade requirements and expected mapping costs of £1,500. Equipment spend was actually £1,376 while actual mapping costs were only £799 relating primarily to Langstrothdale. AIRE Affairs costs were also only £346 compared to a budget of £1,250.

As can be seen from the table below, the final position for 2010-11 was a surplus of £1,208 due slightly higher than expected event income compared to budget, excluding map printing costs which were budgeted for within consumables costs, and lower costs on AIRE affairs and mapping. This position is considered acceptable given that a cash balance of £7,999 is retained at the year end which is well above the agreed minimum cash surplus level of £4,000.

### Summary Statement of Funds as at 31 August 2011

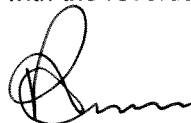
	2010-11 £	2009-10 £
Accumulated funds b/fwd	7,213	9,888
Surplus/ (Deficit) for year	<u>1,208</u>	<u>(2,675)</u>
Accumulated funds c/fwd	8,421	7,213
Represented by:		
- Bank and cash	7,999	9,405
- Sundry Debtors/(Creditors)	<u>422</u>	<u>(2,192)</u>
	8,421	7,213

Prepared by:



Natasha Conway // October 2011  
Airienteers Treasurer

I have examined the Airienteers Accounts for the year ended 31 August 2011 and confirm they agree with the records presented to me.



Peter Speller // October 2011  
Accountant

### Income and Expenditure

	Budget	Actual
Income	£6,150	£7,129
Expenditure	<u>£7,125</u>	<u>£5,921</u>
Surplus	(£975)	£1,208

### Income and expenditure breakdown

The following breakdown shows the main items of income and expenditure during the year:

#### Income:

	<b>Budget</b>	<b>Actual</b>
	<b>£</b>	<b>£</b>
Formal events	2,500	2,768
O-lites/ Wednesday informals	1,650	1,109
Membership	2,000	2,260
Map Sales	0	6
O'Kit	0	177
Sundries	0	309
Grant	0	500
<b>Total</b>	<b>6,150</b>	<b>7,129</b>

#### Expenditure

	<b>Budget</b>	<b>Actual</b>
	<b>£</b>	<b>£</b>
Aire Affairs	1,250	346
Social	100	24
CSC Entries	550	646
Other entries	0	170
Junior entries	150	351
Equipment	1,000	1,376
Consumables	500	73
Sponsorship of Juniors	500	387
Maps & Mapping	1,500	799
Officials Expenses	0	110
Sundries	100	150
Training/Coaching	0	0
BOF/YHOA association fees	750	760
Equipment storage	300	460
Insurance/ other annual costs	425	269
<b>Total</b>	<b>7,125</b>	<b>5,921</b>
<b>Surplus/ (deficit)</b>	<b>(975)</b>	<b>1,208</b>

## Income

### Events:

Details for the income from each of the events during 2010-11 are as follows:

	£	£
Formal events:		
- Conistone	512	
- Howarth	326	
- Otley urban	708	
- Shipley Glen	485	
- Temple Newsam	243	
- Otley Chevin	246	
- Wothersome and Kendrick Hills	5	
- Langstrothdale	(234)	
- Ilkley urban	436	
- Golden Acre (Schools)	<u>41</u>	
		2,768
O-lites and Wednesday Informals		<u>1,109</u>
<b>Total</b>		<b><u>3,877</u></b>

Income from formal events was broadly in line with budgets. This overall profit indicates the fee levels for events, as agreed in June 2010, is appropriate. Profitability of events continues to be impacted by the level of entries which is to some extent unpredictable and is affected by other competing events and the weather which has a big impact on the level entries on the day.

The O'Lite and Wednesday informal events consistently make between £50 and £80 each due to fact that these are popular and relatively well-attended as well as there being few expenses. The fees levels for these events are set at £2 for adults and 50p for juniors and again are appropriate. The apparent shortfall against the budget (£1,109 compared to £1,650) is actually due to the allocation of map printing costs of £697 for these events against the income which has not been taken into account in previous years.

### Membership

After a reduction of just over 8% in membership revenue 2009-10 over the previous year, there was an increase of 5% in 2010-11 to £2,260. As fees were kept in line with the previous year, this is indicative of new members, including a number of families, who have joined the club during the year. The committee remains focused on attracting and retaining new members.

Given the current economic climate and relatively high cost of events, the committee agreed that, once again, there should be no increase in the club element of the membership fees for 2011-12.

### O-kit

The club has ordered new kit during the year including, noname club jackets which proved very popular. Due to the high cost of this kit, orders are only placed based on requests for kit from members, therefore no club kit has been added to existing stocks. Some old style kit has been sold after the price of this was reduced with income from the stock held being £177.

### Grant income

The club received a grant from Ilkley Council of £500 towards the cost of mapping costs for areas within Ilkley. The intention is to use a significant proportion of this towards maps for Nell Bank.

Grant income of £500 from Otley council towards display boards received in the previous year has not yet been spent because suitable display boards are still being sourced.

## Expenditure

Total actual expenditure was £5,921 which is £1,204 less than budgeted for the year mainly due to lower than expected mapping and AIRE Affairs costs as above.

The most significant expenditure items of expenditure were as follows:

**Aire Affairs** – Costs have remained below budget at £346 as the majority members have opted to receive their copy by email which reduces printing costs but some members still understandably prefer to receive a hard copy. Costs may increase for 2011-12 if the number of publications increases to four and this is reflected in the budget of £500.

**Compass Sport Cup** – The Compass Sport Cup finals at Burbage was supported in full by the club in line with the decision by the committee to only subsidise senior entries for the CSC finals for future competitions on the basis that the first round tends to be at events within easy travelling distance for club members and hence focusing the support of the club on the finals which are likely to be further to travel to. Juniors entries were fully subsidised for all CSC and relay races.

Club support for events will be kept under review to ensure that club funds are used in the most appropriate way.

**Equipment** – The club has invested around £1,114 in SI equipment in the year in line with the upgrade programme. Other significant equipment purchases in the year were at set of 50 Gripples to secure SI units at urban events (£152).

**Sponsorship of Juniors** – The club provided sponsorship totalling £387 in the year including assistance with the cost of the BOF Talent Tours and Laggania. The club is committed to continuing to support the juniors and hence £500 is budgeted for 2011-12.

**Maps and mapping** – As expected, the cost of mapping Langstrothdale (by Peel Land Surveys) fell into 2010-11 although the costs were below budget at £675. Total mapping costs were £799.

## Bank balance

At the close of the financial year on 31<sup>st</sup> August 2011, the cash balance of the club stood at:

HSBC account	£7,999
Accrued amounts	<u>£422</u>
Total accumulated funds to carry forward	<u>£8,421</u>

The committee have agreed that a surplus should continue to be maintained of at least £4,000 which broadly equates to the amount required to cover six to eight months of expenditure based on the last two years. The year end cash balance is significantly above this amount and therefore provides an opportunity to run a deficit for the coming year to allow investment in mapping and equipment.

The Lloyds and Halifax accounts were both closed during the year and transferred to a HSBC account aimed at charities and clubs and which allows online banking. The account has a linked savings account but at present no funds are held in this account because the interest is a fraction of 1%.

## Budget 2011-12

	Actual 2008-9	Actual 2009-10	Budget 2010-11	Actual 2010-11	Budget 2011-12
<b>Income</b>					
Dales Weekend	-	1,217	-	-	850
Events	2239	46	2,550	2,768	1,850
Membership	2338	2,145	2,000	2,260	2,250
Map Sales	43	15	-	6	-
O' Kit Sales	148	-	-	177	-
Sundries	-	451	-	309	-
Grant income	-	-	-	500	-
O-lites/WEI	889	1,671	1,600	1,109	1,300
	£		£	£	£
<b>Total income</b>	<b>5,656</b>	<b>£ 5,545</b>	<b>6,150</b>	<b>7,129</b>	<b>6,250</b>
<b>Expenditure</b>					
Aire Affairs	320	820	1,250	346	500
Social events	-	99	100	24	100
CSC Entries	712	355	50	-	-
CSC Finals	-	279	500	646	600
UK relay league	862	704	150	-	-
Other entries	-	-	-	170	100
Junior entries	-	-	-	351	300
Equipment	1089	3,751	1,000	1,376	3,000
Consumables	-	426	500	73	250
Sponsorship of juniors	327	540	500	387	500
Maps & Mapping	2122	155	1,500	799	750
Officials Expenses	19	17	-	110	150
Sundries	114	(51)	100	150	100
Training/Coaching	301	-	-	-	-
YHOA levy/ BOF association fees	627	737	750	760	800
Insurance/ other annual costs	-	188	425	269	350
Equipment storage	-	200	300	460	400
	£	£	£	£	£
<b>Total expenditure</b>	<b>6,493</b>	<b>8,220</b>	<b>7,125</b>	<b>5,921</b>	<b>7,900</b>
		£	£	£	£
<b>Surplus</b>	<b>(837)</b>	<b>(2,675)</b>	<b>(975)</b>	<b>1,208</b>	<b>(1,650)</b>

The key elements for the proposed budget for the forthcoming year are as follows:

### Events:

An income is projected for each event based on the following assumptions by type of event. The breakdown for these events is as follows:

Dales weekend	£850
Other level B events	£800
Level C events	£1,050
O-lites Midweek night events	<u>£1,300</u>
	<u>£4,000</u>

The projected income from this year's events is as follows:

- The Dales weekend at Attermire and Conistone South (budgeted income £850 based on latest figures which are mostly finalised)
- 2 level B events – Roundhay (budgeted income £300) and Kilnsey North (budgeted income £500)
- 7 level C events budgeted at £150 each including 3 urban events (Leeds Uni, Skipton and Settle), 1 night event (Temple Newsam West) and 3 cross country events (Black Carr, Middleton Park and Calverley)
- 36 O-lite, Wednesday informals and night score events at £50 each and 10 midweek night events budgeted at £50 each.

The budgeted income for events has been set at a level which reflects the expectation that entry levels will continue to remain lower than in the past few years.

#### **Membership:**

Projected membership income is based broadly on maintaining membership fees at 2010-11 levels.

#### **Equipment:**

The budgeted equipment spend of £3,000 reflects continuing investment in upgrading old SI units (£1,000) and the purchase of new lightweight glass fibre stakes (£1,000).

SI units and dibbers previously owned by YHOA are now owned jointly by AIRE and Claro (2:1 split). During the year Claro has contributed to the programme of upgrading existing units by upgrading 5 units.

It is marginally cheaper to upgrade old SI units compared to purchasing new units (approximately £88 compared to £96). There are 25 remaining old style SI units and it has been agreed that these should all be upgraded over the next two years. Accordingly, the AIRE budget for 2011-12 includes provision for the upgrade of a further 11 SI units, which will complete the upgrade of AIRE's share of the old units. The intention is that Claro will pay for the upgrade of their share of the remaining old units (14).

Other equipment required – large tent (£300), battery (£100), DC power kit (£100) and radios (£200). A new Aireport tent (£100) and tables (£90) have already been purchased.

The budgeted amount for equipment insurance has increased from £269 (actual) in the prior year to £350 to cover the additional cost of insuring dibbers and hired toilets.

#### **Mapping:**

Mapping costs are dependent on permission for using new areas, for example the possibility of mapping an area north of Malham Tarn is being investigated. Budgeted costs have been set at £750 for 2011-12 as a best estimate of costs.

#### **Other:**

- The budget for club entries reflects the intention to focus support on the CSC finals and supporting juniors.
- AIRE Affairs budget has been reduced to £500 on the basis that the majority of members will request an email copy.
- The annual rental cost for the garage used to store club equipment is £350.
- There is currently no coaching or development activity so it was agreed that no budget should be allocated for 2010-11 but that this will be an area to develop over the coming year.

Natasha Conway  
Treasurer  
11 October 2011