

THE BRITISH JUDO ASSOCIATION LIMITED

(A COMPANY LIMITED BY GUARANTEE)

**DIRECTORS' REPORT
AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2004**

**THE BRITISH JUDO ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

COMPANY INFORMATION

Directors

D White (Chairman)	
B Davies	
R Davison	
D Heslop	
R Inman	
E C Awford	(Appointed 27 September 2003)
M J Limrick	(Appointed 27 September 2003)

Secretary S C McCarthy

Company number 1393958

Registered office West Walk Building
110 Regent Road
Leicester
LE1 7LT

Auditors Newby Castleman
West Walk Building
110 Regent Road
Leicester
LE1 7LT

Business Address Suite B, Loughborough Technical Park
Epinal Way
Loughborough
Leicestershire, LE11 3GE

**THE BRITISH JUDO ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

CONTENTS

	Page
Directors' report	1
Auditors' report	2
Income and expenditure account	3 - 4
Schedule of direct costs	5
Schedule of overhead expenses	6 - 7
Statement of total recognised gains and losses	8
Balance sheet	9
Notes to the financial statements	10 – 17

**THE BRITISH JUDO ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**DIRECTORS' REPORT
FOR THE YEAR ENDED 31 MARCH 2004**

The directors present their report and financial statement for the year ended 31 March 2004.

Principal activities

The principal activity of the company continued to be the promotion and supervision of national judo activities.

Directors

The following directors have held office since 1 April 2003:

D White (Chairman)	
R Kenney (Vice Chairman)	(Resigned 13 April 2004)
R Barraclough	(Resigned 26 September 2003)
B Davies	
R Davison	
D Heslop	
C Hunt	(Resigned 26 September 2003)
R Inman	
E C Awford	(Appointed 27 September 2003)
M J Limrick	(Appointed 27 September 2003)

Auditors

In accordance with section 385 of the Companies Act 1985, a resolution proposing that Newby Castleman be reappointed as auditors of the company will be put to the Annual General Meeting.

Directors' responsibilities

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing those financial statements, the directors are required to:

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

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

On behalf of the board

22 July 2004

D White
Director

**THE BRITISH JUDO ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF THE BRITISH JUDO ASSOCIATION LIMITED (A COMPANY
LIMITED BY GUARANTEE)**

We have audited the financial statements of The British Judo Association Limited on pages 3 to 17 for the year ended 31 March 2004. These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002), under the historical cost convention and the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the directors and auditors

As described in the statement of directors' responsibilities on the Directors' Report the company's directors are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accountancy Standards.

Our responsibility is to audit the financial statements in accordance with relevant and legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Directors' Report is not consistent with the financial statements, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and transactions with the company is not disclosed.

We read the Directors' Report and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of audit opinion

We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the state of the company's affairs as at 31 March 2004 and of its surplus for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Newby Castleman
Chartered Accountants
Registered Auditor
West Walk Building
110 Regent Road
Leicester
LE1 7LT

23 July 2004

**THE BRITISH JUDO ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2004**

	Notes	2004		2003	
		£	£	£	£
INCOME					
World Class Performance, Potential and Start Programmes					
Lottery funded grant from UK Sport		868,086		780,638	
Lottery funded grant from Sport England		895,000		676,991	
		<u>1,763,086</u>		<u>1,457,629</u>	
Donations, contributions and sponsorship		908		1,310	
		<u>1,763,994</u>		<u>1,458,939</u>	
CENTRAL INCOME					
Exchequer funded grants from UK Sport					
Exchequer funded		210,000		244,845	
Modernisation/relocation Project		19,735		-	
International Representation		3,495		2,990	
		<u>233,230</u>		<u>247,835</u>	
Development Programme in England					
Exchequer funded grant from Sport England			125,000		125,000
Coaching and technical income					
Coaching income		22,588		10,449	
Junior grading		50,765		47,518	
Dan Grade levy		3,615		3,642	
Kano scheme		4,397		4,210	
Promotion receipts		1,458		2,143	
Refereeing income		6,671		791	
		<u>89,494</u>		<u>68,753</u>	
Cadet Programme income					
Cadet squad contributions		42,659		63,597	
Contributions from Sports Aid		-		6,450	
		<u>42,659</u>		<u>70,047</u>	
Other income					
Individual membership fees	2	357,206		345,041	
Kano Club membership fees	2	13,406		15,200	
Club membership fees	2	42,485		41,061	
Tournament licences		3,785		3,380	
Affiliation fees		13,095		13,251	
Sales of publications, etc.		6,771		4,840	
Bank interest received	3	3,010		3,311	
Sundry other income		1,063		554	
Merchandising		743		-	
		<u>441,564</u>		<u>426,638</u>	
Gross income carried forward			<u>2,695,941</u>		<u>2,397,212</u>

**THE BRITISH JUDO ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2004 (CONTINUED)**

	Notes	2004		2003	
		£	£	£	£
Gross income brought forward			2,695,941		2,397,212
Direct costs			1,911,408		1,695,839
Gross surplus			784,533		701,373
Central overhead expenses		641,848		580,968	
Coaching and technical expenses		80,238		63,303	
			722,086		644,271
Surplus on ordinary activities before taxation	4		62,447		57,102
Tax on surplus on ordinary activities	5		-		-
Surplus on ordinary activities after taxation			62,447		57,102
Transfer to BJA Competitions and Events reserve			40,349		20,588
Surplus for the year	10		22,098		36,514

**THE BRITISH JUDO ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**SCHEDULE OF DIRECT COSTS
FOR THE YEAR ENDED 31 MARCH 2004**

	2004		2003	
	£	£	£	£
World Class Performance and Potential Programmes				
Competitions	350,830		326,090	
Training events	223,547		203,094	
Team managers and support staff costs	576,465		506,829	
High Quality Practice and Skill Centres	28,076		56,577	
Sports science and medical fees, etc.	85,621		72,663	
Video equipment	1,464		3,656	
Clothing	21,890		5,658	
Bisham office expenses	14,833		-	
Judo Academy, Bisham				
- Accommodation and transport	150,296		157,252	
- Other costs	14,368		18,415	
Administration and insurance recharges	56,646		59,103	
Other miscellaneous costs	9,933		13,653	
EIS charges	8,078		16,270	
		1,542,047		1,439,260
World Class Start – Cadet Programme				
Team managers and support staff costs	26,960		-	
High Quality Practice and Skill Centres	27,659		-	
EIS charges	4,590		-	
Sport Aid payments to cadets	-		6,450	
Coaching fees and expenses	19,137		14,726	
Training events	41,250		21,433	
International competitions	86,040		71,339	
Clothing	6,032		6,357	
Other costs	21,265		6,731	
		232,933		127,036
Central costs				
Development Programme in England				
- Staff costs	127,410		118,744	
- Project costs	9,018		10,799	
		136,428		129,543
		<u>1,911,408</u>		<u>1,695,839</u>

**THE BRITISH JUDO ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**SCHEDULE OF OVERHEAD EXPENSES
FOR THE YEAR ENDED 31 MARCH 2004**

	2004 £	2003 £
Central Overhead Expenses		
Head office rent, rates, utilities and maintenance	23,229	15,604
Modernisation/relocation Project	15,511	-
Payroll and expenses	296,458	234,031
Consultancy costs	-	38,556
Recruitment	202	3,910
Telecommunications	15,581	11,332
Postage	38,478	40,530
Photocopier rental	10,282	19,272
Stationery and printing costs	35,571	33,437
Computer charges	4,863	4,588
Bank and credit card charges	10,352	10,781
Bank and other interest	18	132
Legal and professional fees	8,651	9,115
Complaints and Conduct Committee	401	-
Auditors remuneration	5,968	6,768
Insurances	105,434	91,875
Board/Council attendance at events	9,382	21,252
International representation	7,542	-
Newsletter	-	472
England area rebates paid	59,267	43,425
Board of directors meeting costs	5,597	9,114
AGM and annual report	6,696	8,901
Marketing and merchandising costs	3,200	1,682
Web site development	3,664	-
Other costs	5,976	11,080
Depreciation	26,115	22,641
Loss on disposal of fixed assets	56	1,573
	<u>698,494</u>	<u>640,071</u>
Less charged to direct costs – World Class Performance and Potential Programmes	(56,646)	(59,103)
	<u><u>641,848</u></u>	<u><u>580,968</u></u>

**THE BRITISH JUDO ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**SCHEDULE OF OVERHEAD EXPENSES (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2004**

	2004	2003
	£	£
Coaching and technical expenses		
Coaching costs	4,667	6,274
National Coaching course	11,346	-
Goshin Jitsu costs	6,115	420
Competitions	1,560	1,291
Promotions	3,876	5,420
Refereeing commission including UK and international events	24,208	18,529
Inclusion commission	150	724
Education commission	263	119
English areas commission	586	836
Mon Grade costs	10,684	8,234
Kano award costs	346	4,561
Dan Grade costs	955	1,393
Medals	3,200	1,971
Junior belts and badges	10,075	10,613
Kano badges, etc.	1,563	2,839
Finance commission	380	79
Kata Working Party	264	-
	<hr/>	<hr/>
	80,238	63,303
	<hr/> <hr/>	<hr/> <hr/>

**THE BRITISH JUDO ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES
FOR THE YEAR ENDED 31 MARCH 2004**

	2004	2003
	£	£
Surplus for the financial year	22,098	36,514
Prior year adjustment – BJA Competitions & Events reserve	-	(6,249)
Prior year adjustment	-	(4,915)
Total gains and losses recognised since last financial statements	<u>22,098</u>	<u>25,350</u>

**THE BRITISH JUDO ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**BALANCE SHEET
AS AT 31 MARCH 2004**

	Notes	2004		2003	
		£	£	£	£
Fixed assets					
Tangible assets	7		39,017		43,438
Intangible assets – Patents			935		935
Current assets					
Stocks		36,662		35,403	
Debtors	8	91,860		55,313	
Loan to subsidiary undertaking		165,328		109,750	
Cash at bank and in hand		164,769		189,891	
		<u>458,619</u>		<u>390,357</u>	
Creditors: amounts falling due within one year	9	<u>277,105</u>		<u>275,711</u>	
Net current assets			181,514		114,646
Total assets less current liabilities			<u>221,466</u>		<u>159,019</u>
Reserves					
Accumulated fund	10		73,563		51,465
Other reserves	11		147,903		107,554
			<u>221,466</u>		<u>159,019</u>

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective June 2002).

The financial statements were approved by the Board on 22 July 2004

D White
Director

**THE BRITISH JUDO ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2004**

1 Accounting policies

1.1 Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002)

1.2 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, as follows:

Motor vehicles	- 25% per annum of net book value
Fixtures and fittings	- 25% per annum of net book value
Computers	- 20% per annum of cost

1.3 Leasing

Rentals payable under operating leases are charged against income on a straight-line basis over the lease term

1.4 Stock

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

1.5 Grants received

Sports Council Grants and Lottery Sports Funds are fully credited to the income and expenditure account in the year in which the related expenditure is incurred.

1.6 Group accounts

The financial statements present information about the company as an individual undertaking and not about its group. The company has not prepared group accounts as it is exempt from the requirement to do so by Section 248 of the Companies Act 1985 as it is a parent undertaking of a small group. Details of the subsidiary undertaking are given in note 6 to the financial statements.

**THE BRITISH JUDO ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2004**

2 Membership income

The company's membership income represents the value of goods and services supplied to members during the year.

3 Interest receivable

	2004	2003
	£	£
Bank deposit interest	3,010	3,311

4 Surplus on ordinary activities before taxation

	2004	2003
	£	£
Surplus on ordinary activities before taxation is stated after charging:		
Auditors' remuneration	5,968	6,768
Depreciation of fixed assets	26,115	22,641
Loss on disposal of fixed assets	56	1,573

5 Taxation

There is no tax charge on the surplus on ordinary activities

**THE BRITISH JUDO ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2004**

6 Subsidiary undertaking

The board of directors of The British Judo Association Limited are the only directors of the following company:

Company	Country of registration or incorporation
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Subsidiary undertaking

British Judo Association Competitions and Events Limited (A company limited by guarantee)	England and Wales
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The aggregate amount of reserves and the results of the undertaking for the last relevant financial year were as follows:

	Accumulated Deficit £	Deficit of expenditure over income for the year £
British Judo Association Competitions and Events Limited (A company limited by guarantee)	147,903	40,349

**THE BRITISH JUDO ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2004**

7 Tangible fixed assets

	Motor vehicles £	Fixtures and fittings £	Computers £	Total £
Cost				
At 1 April 2003	19,706	43,705	84,808	148,219
Additions	-	19,412	2,338	21,750
Disposals	-	(235)	-	(235)
	<u>19,706</u>	<u>62,882</u>	<u>87,146</u>	<u>169,734</u>
At 31 March 2004	<u>19,706</u>	<u>62,882</u>	<u>87,146</u>	<u>169,734</u>
Depreciation				
At 1 April 2003	13,471	29,695	61,615	104,781
Charge for the year	3,162	8,342	14,611	26,115
Eliminated on disposals	-	(179)	-	(179)
	<u>16,633</u>	<u>37,858</u>	<u>76,226</u>	<u>130,717</u>
At 31 March 2004	<u>16,633</u>	<u>37,858</u>	<u>76,226</u>	<u>130,717</u>
Net book value				
At 1 April 2003	<u>6,235</u>	<u>14,010</u>	<u>23,193</u>	<u>43,438</u>
At 31 March 2004	<u>3,073</u>	<u>25,024</u>	<u>10,920</u>	<u>39,017</u>

8 Debtors

	2004 £	2003 £
Trade debtors	34,312	28,767
Other debtors	23	99
Prepayments and accrued income	57,525	26,447
	<u>91,860</u>	<u>55,313</u>

**THE BRITISH JUDO ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2004**

9 Creditors: amounts falling due within one year

	2004	2003
	£	£
Trade creditors	169,180	152,020
Other taxes and social security costs	31,943	19,847
Accruals and deferred income	75,502	62,987
Other creditors – Lottery grants	480	40,857
	<u>277,105</u>	<u>275,711</u>

10 Statement of movements on accumulated fund

	2004
	£
Balance at 1 April 2003	51,465
Surplus for the financial year	22,098
	<u>73,563</u>

**THE BRITISH JUDO ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2004**

11 Other reserves

	BJA Competitions & Events reserve £
Balance at 1 April 2003	107,554
Transfer from accumulated fund	40,349
	<hr/>
Balance at 31 March 2004	147,903
	<hr/> <hr/>

12 Financial commitments

At 31 March 2004 the company had annual commitments under non-cancellable operating leases as follows:

	2004		2003	
	Land and buildings £	Other £	Land and buildings £	Other £
Expiry date:				
Within one year	-	5,332	-	12,307
Between two to five years	41,052	86,076	7,050	30,707
Over five years	-	40,937		
	<hr/>	<hr/>	<hr/>	<hr/>
	41,052	132,345	7,050	43,014
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**THE BRITISH JUDO ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2004**

13 Summary of the British Judo Association Areas

In accordance with the Articles of Association, areas are formally recognised by the Board of Directors of the British Judo Association as Geographical Representatives and Members of the Association and as such their reported financial position is disclosed in these accounts. The areas financial year runs to 31 December and below is a summary of the areas Income and Expenditure Accounts for the year and Balance Sheets at 31 December 2003 excepting the Southern Area where accounts run to 31 March 2004.

These accounts have not been subjected to audit by Newby Castleman.

Income and Expenditure Accounts to 31 December 2003

Area	Revenue			Expenditure £	Surplus/(deficit)	
	Rebates £	Rebates Accrued £	Other £		Before rebates £	After Rebates £
Western	5,346	-	6,864	(11,894)	(5,030)	316
Southern	13,745	-	21,470	(26,311)	(4,841)	8,904
Eastern*	-	-	-	-	-	-
N.H.C.	7,434	-	11,015	(18,579)	(7,564)	(130)
Midland	7,535	-	8,369	(19,222)	(10,853)	(3,318)
London	-	-	7,761	(10,095)	(2,334)	(2,334)
Northwest	7,457	-	29,609	(30,609)	(1,000)	6,457
Yorkshire & Humberside	2,967	-	13,270	(16,634)	(3,364)	(397)
Northern	3,121	-	6,923	(10,643)	(3,720)	(599)
	<u>47,605</u>	<u>-</u>	<u>105,281</u>	<u>(143,987)</u>	<u>(38,706)</u>	<u>8,899</u>
31 December 2002	<u>25,175</u>	<u>18,377</u>	<u>121,438</u>	<u>(167,315)</u>	<u>(45,877)</u>	<u>(2,325)</u>

* Eastern Area accounts not yet available.
Rebates reported by each area allow for adjustments related to the previous years accounts.

**THE BRITISH JUDO ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2004**

13 Summary of the British Judo Association Areas (Continued)

Balance Sheet as at 31 December 2003

Area	Assets			Liabilities	Reserves
	Cash	Rebates Due	Others		
	£	£	£	£	£
Western	9,181	-	3,381	(341)	12,221
Southern	26,463	-	1,286	(4,348)	23,401
Eastern	-	-	-	-	-
N.H.C.	15,120	-	-	(1,820)	13,300
Midland	23,810	-	19,725	(13,654)	29,881
London	5,344	-	2,711	(1,200)	6,855
Northwest	24,697	-	18,277	(2,602)	40,372
Yorkshire & Humberside	18,120	-	-	(8,789)	9,331
Northern	4,635	-	12,035	-	16,670
	<u>127,370</u>	<u>-</u>	<u>57,415</u>	<u>(32,754)</u>	<u>152,031</u>
31 December 2002	<u>107,307</u>	<u>15,017</u>	<u>48,281</u>	<u>(19,555)</u>	<u>151,050</u>

Rebates paid to Areas in 2003 and rebates outstanding at 31 December 2003 are not included in the above accounts:

Area	Paid	Outstanding		Total
	2003	2002	2003	
	£	£	£	£
Western	7,602	3,878	9,021	12,899
Southern	13,745	8,191	16,669	24,860
Eastern	3,594	1,108	4,264	5,372
N.H.C.	7,434	4,433	9,439	13,872
Midland	7,535	5,055	10,731	15,786
London	3,821	1,132	4,245	5,377
Northwest	7,815	4,907	9,433	14,340
Yorkshire & Humberside	3,467	1,161	4,098	5,259
Northern	3,121	858	3,303	4,161
Armed Forces	1,133	-	-	-
	<u>59,267</u>	<u>30,723</u>	<u>71,203</u>	<u>101,926</u>
31 December 2002	<u>43,425</u>	<u>2001</u> <u>14,985</u>	<u>2002</u> <u>72,397</u>	<u>87,382</u>