



RIGA

VOLLEYBALL CLUB COVENTRY & WARWICK

ANNUAL REPORT.

2020-2021



#GORIGA

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YOUR COMMITTEE.



MIRIAM ANDERSON

CHAIRPERSON REPORT.

This is a strange year to be writing a report when there was no volleyball season, however a lot has gone on behind the scenes and we still have a lot to celebrate.

Our (unsung) hero

For those of you who don't know, for the last 18 months Clare has been volunteering as Vice Chair of the board for Volleyball England and has been instrumental in VE's response to the Covid pandemic. She developed risk assessments and guidelines in accordance with DCMS allowing all volleyball clubs (not just our own) to start training again safely. She became the Covid officer for our club and has developed an online booking system

and a Track and Trace system for our members as well as training all of our coaches in Covid safe procedures. Thanks to her efforts we have been able to offer training at various points over the last year (when restrictions allowed) in a safe environment. Clare has once again put in a huge amount of work for our club and Volleyball in our country and she was shortlisted for BBC Sports Personality of the Year (SPOTY) Unsung Hero Award in recognition of all she does.



CHAIRPERSON REPORT. [cont]

Training

We have just restarted indoor national league training but our outdoor recreational sessions have been up and running for a few months now and have been very well attended (even in the snow!).

We have also had a very successful junior training program this year with fantastic feedback from players and their parents. Many thanks to Alex for setting up the sessions and to Clare, Jon, Netti, Jules and everyone else who has helped out enabling us to continue our junior development which is a large part of our club plan.

Keeping members engaged

When we haven't been playing we have tried to keep in touch with quizzes, our Halloween pumpkin competition and contributing a video to Volleyball England's "Volley around the world" which featured RIGA players both past and present and in various different locations around the world.



CHAIRPERSON REPORT. [cont]

Funding

Many thanks to Jules who has secured funding for RIGA from Sport England's Return to Play grant. With this money we have been able to source new balls and support our coaches to attend higher level coaching courses which will benefit all of our members.

This is a perfect example of the huge amount of work that Jules does for this club and why she was recently runner up in Volleyball England's Volunteer of the Year award.

Commonwealth Games

I am also pleased to announce that Chris Jones has been appointed team leader for team England beach volleyball Commonwealth Games 2022 – Congratulations Chris!!!

Once again I am proud to be a member of RIGA Volleyball Club – we have such an impressive cohort of members who volunteer their free time to make this club what it is. Thank you to everyone for your efforts in what has been such a challenging time.

Bring on the new season!!!



JULIA PROTESARU

GENERAL SECRETARY REPORT.

2

COMMITTEE MEETINGS

We held 2 committee meetings throughout the year. All meetings were virtual. We dealt with specific issues such as Juniors planning and other club responses on the go, via chat or email.

Total enquiries in the last 12 months

135

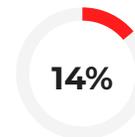
Up by 270%

Despite the pandemic, enquiries have gone up significantly. We have had approximately 135 enquiries of people asking about joining sessions. These break down as follows:

- 107 for juniors (approx.)
- 8 for NVL women
- 4 for NVL men
- 16 for recreational



WEBSITE ENQUIRIES



FACEBOOK ENQUIRIES

Sources:

116 (approx.) came via the website (86%)

19 via Facebook or Instagram (14%)

Overall, we are up by 270% (135 enquiries vs 50 enquiries) compared to previous year's report.

RIGA IS VOLLEYBALL ENGLAND CLUB OF THE YEAR 2019-2020

In September 2020 we were announced as VE's Club of the year! Here's an extract from the website announcement:

Coventry & Warwick Riga had a successful 2019/20 season with two of its three NVL teams winning promotion (Women's Division 2 (North) and Men's Division 3 (Central)). Its recreational and junior sessions continue to thrive thanks to successful partnerships with the Uni of Warwick and Coventry University too. It has a strong presence on social media, recently launched a new website and worked hard to keep members engaged during lockdown.

Julia Protesaru said:

"To say this is an achievement is an understatement. We're a volunteer-based club and to see ourselves recognised in this way is proof of the positive impact our committee members, coaches and all other volunteers involved in running our club have had on volleyball in the Midlands area."







Club of the Year
2019-20
Coventry and Warwick Riga
Volleyball Club

CLARE FRANCIS

TREASURER REPORT.

The detailed financial reports are attached at annex 1 together with the auditor's letter. The fully audited accounts show an overall slight deficit for the year of £1,115.09. This was a planned deficit representing investment in new equipment as detailed below.

It has been a challenging year for sport with Covid-19 having a profound impact on our activities. Despite this, overall our revenue remained strong (whilst Covid permitted activity) and our costs were well controlled and could be mitigated to while Covid restricted activity.

A massive thank you to all members, volunteers, parents and supporters for their continued support and patience given the stop start nature of the season and the number of refunds and adjustments we had to make throughout the year! It is very much appreciated.



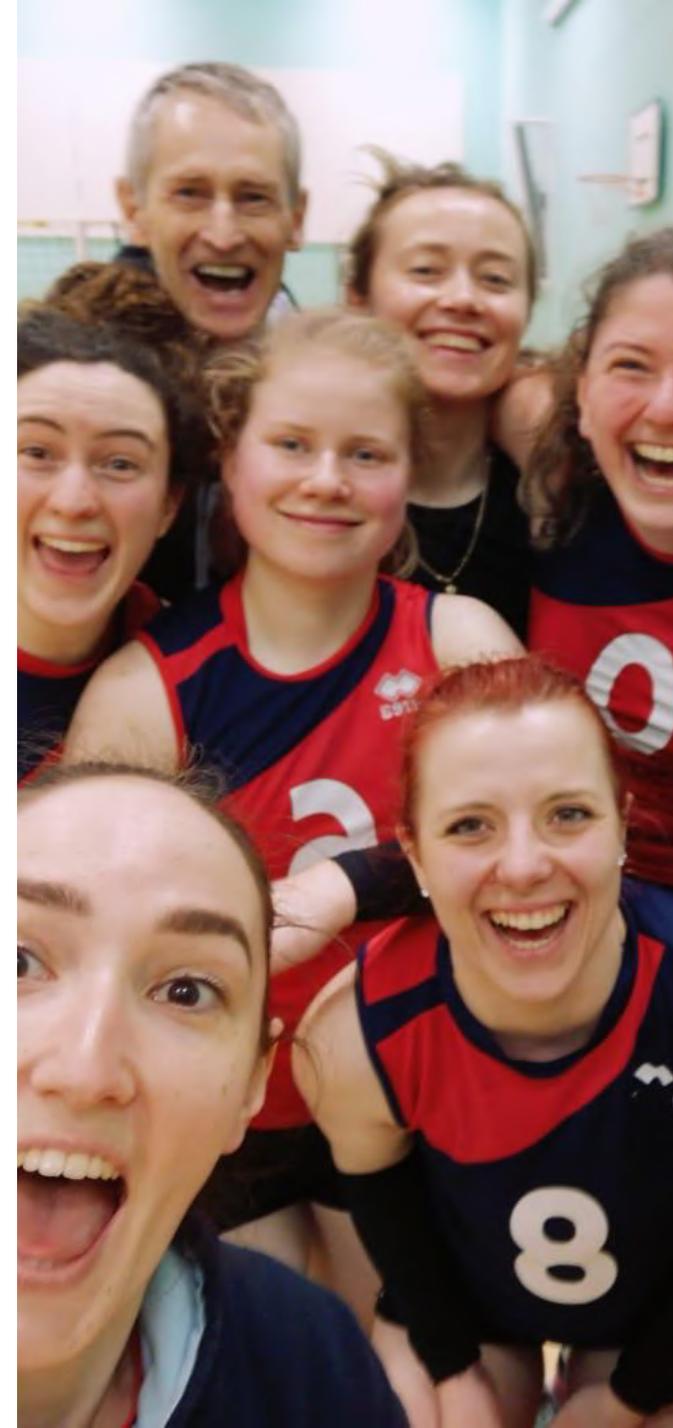
INCOME HEADLINES

- Our income was lower than normal due to Covid-19 meaning we could run less activity. Where we were unable to run activity members were refunded so people only paid for activity that they actually were able to undertake. We were able to achieve this due to our excellent relationships with venues meaning we didn't incur costs unless we were able to carry out activity.

- The junior sessions were less affected by Covid meaning we could run a lot more junior activity. Revenue from these sessions was strong and met the cost of providing them. The level of interest from juniors is outstanding meaning that we were able to have strong numbers at all sessions (up to maximum Covid limits).

- Recreational sessions were also strong. This has continued outdoors. We have had an elongated outdoor season for the recreational division this year given Covid – with players even taking part in the snow! We have run these sessions free of charge and this year the permit for using Newbold Comyn was provided free of charge. We may need to consider if a charge is applied for future years.

- We successfully applied for a grant (return to play) from Sport England. This was worth £1,638 and paid for many of our Covid costs and additional balls (for NVL) and outdoor balls and sanitisation equipment. It also helped cover the stripe charges from the online payments system.



EXPENDITURE HEADLINES

- **Our largest expense by far remains sports hall costs. We have good deals with the existing halls (between £20.50 and £25 per hour at Centre AT7; £31 per hour at Alan Higgs).**

These are very competitive rates in the local market but still mean each training session costs between £40.50 to £66 per squad. Bablake remains higher cost (£39 per hour (£78 per session)). There is a significant lack of availability at any other venues that have volleyball equipment meaning that there are no options to change venues or nights.

- This year we incurred additional expenditure in introducing an online booking system and a cashless payment system for sessions. In total the cashless payment system charges were £119.91 but this was fully covered by the Sport England grant.
- We did not incur any league entry fees or referee costs due to the league not commencing. This saving offset the income drop.
- This year we invested in £2,630.90 in balls (38 indoor balls to reflect the new NVL ball requirements) and 6 outdoor balls). This was planned expenditure. Some of this we covered with the RTP grant. It is this planned investment which means we ended the year in deficit in the accounts



- This year collection (and payment) of subs on time has significantly improved – assisted considerably by the online payment system. The Club only has one current debtor (which I suspect is the lowest in Club records ever!). Massive thank you to the team managers for prompting their teams and to each and every member for making their payments on a timely basis - it makes a massive difference.

RECOMMENDATIONS FOR 2021/22

- I would recommend no change to fee subscriptions for the coming year. To note that due to changes in the Volleyball England processes the player registration fee now needs to be paid by the player directly to Volleyball England (see the Volleyzone element as per table). We believe the fees below to be correct but they may be subject to increase by VE (wouldn't be more than in line with RPI) prior to start of the season. We will advise members if that is the case.

- Whilst the fees have not increased for more than 10 years (despite inflation), this recommendation of no increase can be supported given the committee's continued efforts to manage costs pro-actively. Membership will need to remain high to support this recommendation but at this stage the committee has no reason to believe it will not.

- **This would mean the following subs for 2021/22 season would be as follows:**

SESSION	ADULTS	STUDENTS
NVL	£400 (£50 per month for 8 months) plus £36 paid direct to Volleyball England for player registration	£240 (£30 per month for 8 months) plus £36 (£23 junior) paid direct to Volleyball England for player registration
NVL training only	£28 per month	£20 per month
Recreational	£200 or £6.50 per session	£4.50 per session

TEAM REPORTS.



CHRIS JONES

NVL MEN TEAM REPORT.

A season like no other!

🦠 Massive thank you to Marta for making it all work so well with “Covid bubbles” and all of the other crazy restrictions!

We’re really looking forward to (finally) playing in Div 2 again.

🏐 Squad is retaining a number of players from last season and looking forward to bringing in players from Coventry & Warwick Uni’s in due course.



SOPHIE ZILLMANN

NVL WOMEN 1 TEAM REPORT.

Feels like a long time ago we actually had a season... but these are the highlights:

- Light training at the beginning of the season between lockdowns
- Players tried to maintain fitness level
- Players stayed in communication and met up for team building purposes
- Community grass play throughout spring and summer
- Marta & Sophie competed in the UKBT
- Erika, Martina and Fran not returning
- Longterm key players returning for the new season (Sophie Z, Marta, Alex, Mim, Sophie L, Sylvia, Erika)
- Coach Jon committed to new season
- Secured new jerseys for the team (free)





FRANCESCA DAMIANI

NVL WOMEN 2 TEAM REPORT.

Unfortunately this season the team didn't have the chance to express themselves in league games as all the other teams due to the Covid restrictions.

During the beginning of the season, many people showed a lot of interest and commitment to the team. In particular, the training sessions were almost full and the squad list counted 15 people plus 3 persons training only. This was a great demonstration of how many people were interested and proactive with the team!

Sadly, Nick decided to not resume coaching. We are very grateful for the time and effort he has given us so far and we wish him all the best!

The team need to find another coach. Zofia has kindly offered to take on this responsibility, depending on her own circumstances. We will know more about this at a later date.

For this season the team is really looking forward to competing again and hopefully, we will achieve great results in the NVL 3rd Division!



ZOFIA GARAJOVA

RECREATIONAL SESSIONS.

76

REC SESSION INDIVIDUALS SIGN UPS

In total we had approximately 76 individuals sign up to the outdoor recreational session since we started them on the 18th of April. Of those:

- 45 are new players
- 31 are players who returned to play outdoors this year



ZOFIA GARAJOVA

RECREATIONAL SESSIONS.

The recreational volleyball session seems to be growing and provides a great space to introduce new people to the club.

Restarting the sessions

Like the NVL teams, these sessions were also affected by Covid. From the start of the season, we ran indoor sessions by introducing the bubble approach. Unfortunately, with the worsening pandemic situation, these were cancelled later on.

As soon as the restrictions allowed for it, we introduced outdoor sessions after obtaining a park sports permit from Warwick District Council (for free 😎).

Thanks to Clare and Jules, the club also bought new outdoor balls (from the Sport England Return to Play money 🙏).



RECREATIONAL SESSIONS. [cont]



The sessions were initially run Sundays early afternoon (to accommodate for the light conditions earlier in the year) but were later moved to Wednesday evenings. We have a great number of players coming to the sessions where we are using two courts most of the time 🤝. Usually, one court is used by the advanced junior players and one by adults, as a number of the junior players from the development program come to the recreational session as well.

Moving the session to a Wednesday evening has also seen new people taking advantage of the session.

Beginner show-ups

The only setback was that we had some total beginners coming to the sessions, where with larger numbers this becomes obstructive as it is difficult to keep the game going and if mixed with more experienced adults this can be dangerous. Unfortunately, the rec sessions are not really designed to accommodate total beginners and provide any coaching, and we do communicate this to individuals if we feel this is not the right session for them.

The indoors sessions at the beginning of the season were charged similarly as the previous season and the outdoor sessions were for free, where online booking is compulsory due to

Covid test and trace. The booking system works well, and it also helps us manage numbers, although it was a bit of a challenge to get all members to be able to use the system when introduced.

In the end, I would like to thank Clare, Jules and Declan for helping to run and organise these sessions, as these proved to be a bit more work to manage, compared to previous years 💪.

Furthermore, Declan is overtaking the role of recreational session manager for the next season 🙌.

IULIA PROTESARU

(stepping in for
Alex Smith)

CLUB DEVELOPMENT OFFICER REPORT.

Alex continued to lead the junior sessions until Christmas but due to other priorities has now had to hand over the reigns of Riga's growth and step down from her role as Club Development Officer. We're incredibly grateful for how much she has already done for the club and especially for bringing the junior sessions this far. Thank you Alex and we wish you all the best!

The longterm vision continues to be to have options for anyone of any age and standard join a session suitable for them. Covid has put a pause on some of our plans, and recent changes in the committee may continue to affect our current plans for development. At this point in time, we do not have a Club Development Officer to oversee and drive our vision further.



CLUB DEVELOPMENT OFFICER REPORT.

JUNIOR SESSIONS

PEOPLE DEVELOPMENT

ADULT BEGINNERS

OTHER CONSIDERATIONS



CLUB DEVELOPMENT OFFICER REPORT. [cont]

JUNIOR SESSIONS

The demand for the coached junior sessions has been absolutely incredible, so we wanted to make sure we are still able to give kids an opportunity to learn and advance through volleyball. The enquiries were so frequent that we launched a waiting list people could join via the website.

Clare, Jon Chetham and myself have worked on a new programme of coached sessions to help us satisfy as much of the demand as we could possibly do, with the help of the other volunteers in the club.

Demand

Since stopping our sessions in winter 2020, up until March when we were getting ready to restart our junior sessions in April, we had 41 kids on the waiting list. 45 others had already attended the sessions when Alex was running them.

After April's launch, and up until August, another 75 joined the list.

A good number of the advanced juniors are also at a suitable level for recreational, so they have been joining those sessions as well. It is absolutely mind-blowing the interest for volleyball in this area for children and young people.

Enrolled at
end of
May 2021

45

Total
unenrolled
juniors at the
end of
May 2021

133

CLUB DEVELOPMENT OFFICER REPORT. [cont]

JUNIOR SESSIONS

The sessions

The new format of the sessions needed to:

- Reach at least the same amount of children as previous sessions
- Work with our capabilities
- Work with our availability and the sports hall (AT7 was unavailable at this point in time so Bablake was our only choice)
- Have options for more advanced players

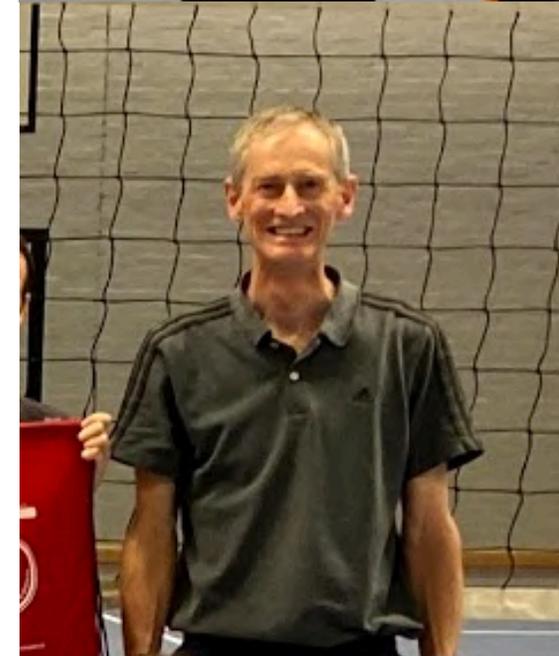
As a result of all these considerations, advanced juniors had their own 2h session, and we formed two new beginner sessions, each one hour long.

Each one of these sessions caters for up to 15 children, 45 kids in total. As the experienced and qualified coach, Jon took on the beginners sessions and Clare stepped in to lead the advanced junior sessions. We reduced the age of the juniors we cater for to 11-17 (rather than 6-17). We asked for support from the club to volunteer in supporting the sessions.

The block of 11 sold out fast.

45

MIXED GENDER
JUNIORS
(aged 11-17)
in 2020



CLUB DEVELOPMENT OFFICER REPORT. [cont]

JUNIOR SESSIONS

Competitions

We entered a junior competition organised by Cleobury VC but unfortunately the weather did not allow for it to happen. We had a total of 11 kids signed up, from across all three sessions.

New September sessions

A few people were promoted to advanced for the new September block of sessions. For the September launch we have kept this format but also differentiated between beginners levels (complete beginner and intermediate).

Advanced session will cater for 16 kids.

AT7 is now available and this means we have also increased the capacity of the sessions to 24 kids per session. This means we will be able to cater up to 64 children in the new semester.

We intend to enter our advanced group in competitions in the new season as and when possible.

Total juniors
on our list
(waiting list
and enrolled)

177

Max capacity
Sept 2021

64

CLUB DEVELOPMENT OFFICER REPORT. [cont]

JUNIOR SESSIONS

People

All of this has been amazing but we are absolutely desperate for help from everyone else in the committee and in the club to help with running the sessions and helping with competitions going forward.

Clare and Jon will continue to run sessions for juniors going forward in addition to all they do for the club already!

This year we had our first junior to join the national team too - well done Polly!

A number of U18s from the advanced session have also started training with the men and women NVL teams.

A huge thank you to Jon and Clare for their commitment to creating and facilitating a pathway for kids to get into and advance through volleyball, giving all this time to coaching!



CLUB DEVELOPMENT OFFICER REPORT. [cont]

PEOPLE DEVELOPMENT

We are investing in people's qualifications into sport which benefits the club as well as our mission.

Clare is keen to stay on as a coach and as a result, will also be undertaking a Level 1 Coaching Course through Volleyball England, sponsored by the club.

Marta has been giving valuable time and expertise over the years coaching a successful Men's NVL team already and we will also sponsor her doing her Level 2 Coaching through Volleyball England.



CLUB DEVELOPMENT OFFICER REPORT. [cont]

This section addresses two key points from last year's report.

ADULT BEGINNERS

This is still an area of development for us, and now that we have solved a big part of the U18 pathway into volleyball, sessions catering to beginner adults continues to be on our wishlist.

Since last season, we have had a total of 10 enquiries for beginner adults, whom we have had to refer further to Rugby or Nuneaton VCs, who are able to cater to this group of people.

As established in last year's report, the recreational sessions are not the right sessions to enable adults to learn volleyball.

The main external driver to our efforts for this (apart from demand) is that the 2022 Commonwealth Games is likely to spark some more interest locally in the sport. There might be a good opportunity to capitalise on this interest but as of now, beginner adults is the group with the lowest demand.

OTHER CONSIDERATIONS

We must also increase numbers in order to be able to create a men's second team to give somewhere for the best juniors to advance to. Girls have the opportunity to advance to Women's 2nd team but boys can only play some more as part of recreational only.



ANNEX 1

FINANCIAL STATEMENTS.



BALANCE SHEET

Income & Expenditure				Balance Sheet			
Income		Expenditure		Liabilities		Assets	
Female Membership	-	EVA Club Registration	£ 95.00	Capital	£ 12,828.21	Assets	-
Male Membership	-		-	Profit and Loss Account	-		
	-		-	Surplus/Deficit for Year	£(1,115.09)		
Men NVL Subs	£ 532.00	Men NVL Competition Entries	-	Creditors	£ 3,567.44	Debtors	£ 75.00
	-	Men NVL Matches	-	Income in Advance	£ 791.00	Competition Sureties	£ 255.00
	-	Men NVL Referees	-			Prepays	£ 15.85
	-	Men NVL Training	£ 724.00			Santander Bank	£ 15,725.71
	-		-			Nat West Bank	-
Women NVL2 Subs	£ 416.50	Women NVL2 Matches	-			Cash Float	-
	-	Women NVL2 Comp Entries	-			Stripe	-
	-	Women NVL2 Referees	-				
	-	Women NVL2 Training	£ 410.00				
	-		-	Total	£ 16,071.56	Total	£ 16,071.56
Women NVL3 Subs	£ 529.50	Women NVL3 Matches	-				
	-	Women NVL3 Comp Entries	-				
	-	Women NVL3 Referees	-				
	-	Women NVL3 Training	£ 410.00				
	-		-				
Bablake Subs	£ 494.00	Bablake Hire	£ 448.50				
	-		-				
Junior Income	£ 1,793.00	Junior Expenses	£ 1,395.00				
	-		-				
	-	Bank Charges	-				
Sales of Club Kit	-		-				
Debt Write Backs	£ 2.48	Debt Write Offs	-				
Amazon Commission	£ 25.02		-				
Miscellaneous Income	-	Miscellaneous Expenses	£ 1,425.09				
Return to Play Grant Income	£ 1,638.00	Return to Play Grant Expenses	£ 1,638.00				
	-		-				
Deficit	£ 1,115.09	Surplus	-				
Total	£ 6,545.59	Total	£ 6,545.59				

Note to accounts - Bank Charges would be £119.91 for Stripe but funded by RTP grant

RIGA VOLLEYBALL CLUB FINANCIAL YEAR ENDED 31st MAY 2021.

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AUDIT COMMENTS

1. Adjustments.

- a. The Profit and Loss Account is an account dating back to the previous accounting system and is no longer used. The balance has been transferred to Capital (the correct allocation within the current accounting system) and the old account removed from the Chart of Accounts.
- b. Debtors consisted entirely of debts and credits belonging to Club Members. The value of money owed to Club Members exceeded that of money owed by Club Members. Therefore an adjustment to show the true amount owed to the Club is necessary. The amount of this adjustment is £1,317.44 and affects both Creditor and Debtor balances.
- c. The balance on the Stripe account should be a net zero. This is because the account is merely a re-allocation vehicle. It is posted with money paid into or out of the Santander Bank account to Stripe in accordance with its Bank Mandate. The resulting balance is then allocated to either Balance Sheet or Profit & Loss accounts according to the corresponding breakdown provided by Stripe. A new account, Income in Advance, has been created to facilitate this.
- d. Service fees are applicable to each payment made by Stripe into the Club's bank account. As an additional consequence of the previous paragraph, another new account, Prepaids, has been created which recognises these costs levied against revenue received in the current financial year but relating to the following financial year – Junior training fees for the period June to July 2021.

RIGA VOLLEYBALL CLUB FINANCIAL YEAR ENDED 31st MAY 2021.

PAGE 2/3

AUDIT COMMENTS

-
2. The pandemic required the Club to implement a number of changes to support continued operation throughout the year. The major change affecting the financial systems was the on-line booking and payment system. Whilst the Committee are to be congratulated on the delivery of this, from an auditing viewpoint, there is a vulnerability in what has been created. Each individual order raised within Woocommerce should be “accountable” throughout the rest of the process. This ensures that all orders can be followed through the accounting system resulting in either a payment received, or a cancellation. Initially Woocommerce automatically deleted old orders after three months and therefore the file presented for audit was irretrievably incomplete. I understand this practice has now been changed and a full listing will be available in future.
3. In addition, because of how Woocommerce creates the order numbers, there are gaps in the order sequence which raise doubts concerning the complete transmission of all orders to Stripe. Whilst verification between the Stripe system (and therefore the orders that have been transmitted between Woocommerce and Stripe) and the Accounts has been completed satisfactorily, there remains a question mark over whether there were any orders that should have created a charge which were not included for some reason. I understand that each session organiser is provided with a list of attendees to confirm correctness of the data. Recommendation: The Committee consider whether a formal verification of attendees is required of Session organisers to ensure that no attendee is without an order number in Woocommerce.

RIGA VOLLEYBALL CLUB FINANCIAL YEAR ENDED 31st MAY 2021.

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AUDIT COMMENTS

4. Over 80% of Miscellaneous Expense related to purchases of equipment. The other items included were roughly equally split between Committee Expenses and Website costs. Each of these items is an integral part of running the Club and are significant enough areas of expenditure that warrant reporting to members on an individual basis. This would also aid the understanding of the Income & Expenditure Account. Improvement: New accounts are created for "Club Equipment" purchases, "Website" and "Committee Expenses" costs for the 2021/22 financial year onwards.
5. Creditors include an amount due to Coventry Schools Foundation relating to the financial year 2015/16. It is prudent to hold this balance for a period of six years. I understand the Committee concur this approach and will look to release this accrual at the end of the 2021/22 financial year.
6. No other errors or omissions were found and the accounts, post adjustment, can be treated as a true and fair view of the financial position of the Riga Volleyball Club for the Year Ended 31st May 2021 as prepared on an historic cost basis.

J Boughton
Auditor



Club of the Year
2019-20
Coventry and Warwick Riga
Volleyball Club