



# CASC Compliance Report for Crake Valley Croquet Club

Complied by: Compliance Sub Committee / 5th-June-2024



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| <b>2.2</b>  | <b>Open to the whole community</b>                | CVCC Chair and Committee members.                                 | <b>05-06-2024</b> |
| See point 3 of the Club Constitution - "membership shall be open to all members of the community irrespective of ethnicity, nationality, sexual orientation, religion, beliefs, age, sex or disability except as a necessary consequence of the requirements of the game of croquet".   |   |   |                   |
| <b>2.3</b>  | <b>Open to all without discrimination</b>         | Chair and Committee members                                       | <b>05-06-2024</b> |
| Membership is open to players of all standards including those new to the game. We hold taster sessions each year so prospective members can "try before they buy" into croquet.  |   |   |                   |
| <b>2.4</b>  | <b>Offering facilities without discrimination</b> | Tournament Manager / League Captains, Chair and Committee members | <b>05-06-2024</b> |
| Members are able to choose to play on any of our 3 lawns at any time they are available. So, for example, our new members are not restricted to lawn 3 or the practice area but are welcome to play on our two more established lawns. The club provides different levels of play at different times of the week but these restrictions do not effectively exclude any members from full participation in the Club.   |   |   |                   |
| <b>2.5-7</b>  | <b>Membership Fees &amp; Thresholds</b>           | Chair and Committee members                                       | <b>05-06-2024</b> |
| Full membership fees are £125 for the 12 months 1st April 2024 to 31st March 2025. Other categories of membership are cheaper (eg. country, far country and family memberships). All equipment hire and use of lawns is free of charge and so the total associated costs of being a member is well below the £520 figure accepted as a "significant obstacle." There are no additional costs to play in league matches or take part in internal tournaments.  |   |   |                   |
| <b>2.8</b>  | <b>Low &amp; Modest Income Membership</b>         | Chair and Committee members                                       | <b>05-06-2024</b> |
| Due to the 2024/25 low level of membership fees (equivalent to just 34p per day) Croquet at Crake Valley is available to all on low or modest incomes.  |   |   |                   |
| <b>2.9-10</b>   | <b>Organised on an Amateur Basis</b>              | Chair and Committee members                                       | <b>05-06-2024</b> |
| Crake Valley is non-profit using any surplus income to re-invest in the Club & facilities for the benefits of our members and their guests. We provide a selection of ordinary benefits of an amateur sports club as defined in 2.11 CASC guidance notes. We do not permit any distribution of club assets in cash or kind to members or third parties. Point 15 of the Club Constitution provides "In the event of the dissolution of the Club any of the assets remaining has to be applied for sporting or charitable purposes". |   |   |                   |
| <b>2.11</b>   | <b>Amateur Benefits / Food &amp; Drink</b>        | Chair and Committee members                                       | <b>05-06-2024</b> |
| Crake Valley maintains 3 Croquet lawns and a practice area for members and their guests. The club provides modern equipment for free use if people do not own their own mallet. We have 2 national accredited coaches delivering regular sessions in both formats of the game. We provide insurance cover and have first aid provisions.  |   |   |                   |
| <b>2.12-13</b>  | <b>Expenses, Travel &amp; Tours</b>               | Chair, Treasurer and Committee members                            | <b>05-06-2024</b> |
| Members do not claim for expenses or travel when representing our club at league or national level. The Club does not partake in tours.   |   |   |                   |
| <b>2.14</b>   | <b>Sale of Food &amp; Drink</b>                   | Chair and Committee members                                       | <b>05-06-2024</b> |
| Crake Valley does not have a bar or hold an alcohol licence. Any refreshments or snacks (e.g. chocolates and biscuits) are provided to members, guests and visiting teams free of charge. This service is a social benefit that arises incidentally from the sporting purpose of the club. General donations are welcomed at regular time intervals and after league matches / tournaments.   |   |   |                   |
| <b>2.15</b>   | <b>Payment to Players</b>                         | Chair and Committee Members                                       | <b>05-06-2024</b> |

No payments are made to our Croquet players or members.

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| <b>2.16</b>  | <b>Paying Members for Goods &amp; Services</b>          | Chair, Treasurer and Committee members | <b>05-06-2024</b> |
| The Club does not pay any of our members to undertake work in the provision or preparation of our lawns and surrounds. Expenses (car mileage) may be paid to members.  |   |  |                   |
| <b>2.17</b>  | <b>Prizes &amp; Competitions</b>                        | Chair and Committee members            | <b>05-06-2024</b> |
| Crake Valley does host "open" tournaments but there is no prize money offered. The winners receive a trophy to return after 12 months along with a small token prize to keep.  |   |  |                   |
| <b>2.18</b>  | <b>Club Assets &amp; Dissolution</b>                    | Chair and Committee members            | <b>05-06-2024</b> |
| Point 10 of the Club Constitution states "In the event of the dissolution of the Club any of the assets remaining after the satisfaction of all debts and liabilities shall not be paid to or distributed to Members of the Club, but shall be given or transferred to one or more of the following approved sporting or charitable bodies - (i) another Club with similar sports purposes which is a Registered Charity and / or (ii) another Club with similar sports purposes which is a Registered CASC and / or (iii) to the sport's national governing body (Croquet England) for use by them for related community sports". |   |  |                   |
| <b>2.19-20</b>   | <b>Eligible Sport &amp; Your Club's Primary Purpose</b> | Chair and Committee members            | <b>05-06-2024</b> |
| Point 2 of the Club Constitution states "The aims and objectives of the Club are as follows - To encourage the practice, promotion, development and participation of Association & Golf Croquet in Greenodd, South lakes & the wider community". Croquet is an eligible sport recognised by Sport England.   |   |  |                   |
| <b>2.21</b>  | <b>Participation 50% Rule</b>                           | Chair and Committee members.           | <b>05-06-2024</b> |
| We confirm that over 50% of our membership participates in the sporting activities of the Club (equivalent to 12 times in a 52 week period). We have a signing in policy that keep records of all member visits and reasons (eg. to play, to undertake volunteer duties etc). Figures for the year ended 31st December 2023 show 64% participation. Records for 2024 to date can also be provided.   |   |  |                   |
| <b>2.22</b>  | <b>Income Conditions</b>                                | Chair and Treasurer                    | <b>05-06-2024</b> |
| Crake Valley's total income for the year ended 31st October 2023 was just short of £12k, well below the threshold of £100,000.   |   |  |                   |
| <b>2.23</b>  | <b>Trading Subsidiaries</b>                             | Chair and Committee members            | <b>05-06-2024</b> |
| Not applicable. Crake Valley does not have any trading subsidiaries  |   |  |                   |
| <b>2.24</b>  | <b>Fit &amp; Proper Persons</b>                         | Chair and Secretary                    | <b>05-06-2024</b> |
| Page 3 of our Financial Controls & Procedures document states "All persons having general control and management over the running of the Club or the application of its assets will sign a HMRC fit and proper persons form which will be held by the Secretary for inspection as required. Persons required to sign this form include all members of the Committee and any person with input on, or responsibility for, expenditure decisions (for example, over lawns maintenance). Fit and proper persons forms were completed in 2020 and updated for all Committee members in May 2024.                                       |   |  |                   |
| <b>2.25</b>  | <b>Location Condition</b>                               | Chair and Committee members.           | <b>05-06-2024</b> |
| <del>Not applicable - refers to requirement to be based in EU. Cumbria, England (rev. 18-07-2024)</del>  |   |  |                   |
| <b>2.26</b>  | <b>Governing Documents</b>                              | Chair and Committee members            | <b>05-06-2024</b> |
| Updated constitution 15th September 2023 replacing the last version - dated 20th September 2018. List of Club Officers and "Register of Responsible Officers" - was updated after our AGM February 2024 and is on display at the Club House and on the Members website page. A Financial Control and Procedures document was introduced April 2023. A new 21 year lease was signed from 1st November 2018.   |   |  |                   |
| <b>3.1-2</b>   | <b>CASC Benefits</b>                                    | Chair, Treasurer and Committee members | <b>05-06-2024</b> |
| Page 3 of Financial Control and Procedures states that "processing gift aid" is one of our financial responsibilities. Small donation gift aid is also claimed each year.  |   |  |                   |

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| <b>4.1-2</b>  | <b>Gift Aid</b>                                     | Chair and Treasurer          | <b>05-06-2024</b> |
| <p>Gift Aid has been claimed. For each claim records are kept to show how much has been received from each donor who has made a declaration. Members, guests and visitors are encouraged to make small donations for light refreshments, snacks and contribution towards running costs. All collections, which are lower than the £30 cash limit, are banked on a regular basis. The Club claims Small Donations Gift Aid during each year. In 2023 our total donations were £1,884 of which £781 were small donations, giving a tax rebate of £473 (HMRC number CH4404).</p> |   |                              |                   |
| <b>4.3</b>  | <b>Non Qualifying Expenditure</b>                   | Chair and Treasurer          | <b>05-06-2024</b> |
| <p>Crake Valley does not incur any Non qualifying expenditure ( i.e. expenditure that is not incurred for the purposes of (i) promoting participation in eligible sport and (ii) providing facilities for eligible sport).</p>  |   |                              |                   |
| <b>5.1</b>  | <b>CASC Status Permanent</b>                        | Chair and Committee          | <b>05-06-2024</b> |
| <p>Page 1 of our Financial Control and Procedures document states - "The Club has been a CASC since 2004. All money raised by or on behalf of the Club shall be applied to further the aims and objectives of the Club." Crake Valley's intention is to retain permanent CASC status. CASC benefits are listed in the members area of our Club Website.</p>   |   |                              |                   |
| <b>6.0-3</b>  | <b>Leaving the CASC Scheme &amp; Deregistration</b> | Chair and Committee members  | <b>05-06-2024</b> |
| <p>We do not wish to leave the CASC scheme or de-register</p>   |   |                              |                   |
| <b>CHV1</b>   | <b>Notifying HMRC of Changes at Your Club</b>       | Chair and Committee members. | <b>05-06-2024</b> |
| <p>We have two named Officers in Simon Robins and David Cornes. We will complete form CHV1 if any changes are made.</p>   |   |                              |                   |