

# HORIZON SPORTS CLUB

England & Wales · Charity number 1093897

## Details

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**Status** Registered

**Legal form** Other

**Registered** 2002-09-23

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Riverside Legion Hall  
St. Mary's Street  
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**Website** [www.horizonsportsclub.org.uk](http://www.horizonsportsclub.org.uk)

## Activities

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**Objects:** TO RELIEVE YOUNG PEOPLE WITH DISABILITIES AND SPECIAL NEEDS THROUGH THE PROVISION OF FACILITIES AND OPPORTUNITIES FOR SPORT AND RECREATION FOR THE SAID INDIVIDUALS IN THE INTERESTS OF SOCIAL WELFARE AND SO THAT THEIR CONDITIONS OF LIFE MAY BE IMPROVED.

**Activities:** PROVISION OF SPORTS COACHING/CLASSES FOR CHILDREN AND YOUNG PEOPLE WITH DISABILITIES AND SPECIAL NEEDS IN THE HIGH WYCOMBE, SOUTHERN AND CENTRAL BUCKINGHAMSHIRE AREA OF THE COUNTY OF BUCKINGHAMSHIRE UNITED KINGDOM

## Classification

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- **How:** Provides Human Resources, Provides Services, Provides Advocacy/advice/information, Sponsors Or Undertakes Research, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability, Amateur Sport
- **Who:** Children/young People, People With Disabilities

## Geography

- **Area of benefit:** BUCKINGHAMSHIRE
- Buckinghamshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£91,548	£65,197	-	-
2024-08-31	£64,579	£64,831	-	-
2023-08-31	£69,237	£64,373	-	-
2022-08-31	£37,587	£56,581	-	-
2021-08-31	£19,870	£31,252	-	-

## Trustees

Name	Role	Appointed
<b>Lesley Clarke OBE</b>	Chair	2015-06-15
Dr HERSH PUNJANI		2025-04-01
GLORIA JUNE POPE		2022-03-02
Jan Ellen Graves BSc CEng		2013-11-05
Jeremy Hay		2025-11-09
Yvonne Kekeliadi		2026-06-01

**HORIZON SPORTS CLUB**

England & Wales - Charity number 1093897

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# Accounts

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## CALLING NOTICE FOR THE

### HORIZON SPORTS CLUB ANNUAL GENERAL MEETING

Tuesday 16<sup>th</sup> December 2025 8.00pm

## A G E N D A

### TEAMS JOINING INFORMATION HAS BEEN EMAILED

1. Welcome and Apologies
2. Minutes of the previous Annual General Meeting held on 9<sup>th</sup> December 2024
3. Any matters arising
4. Trustees Reports:  
**Hersh Punjani - Volunteers Trustee**  
**Gloria Pope – Honorary Secretary**  
**Stuart Farrell, Bobby Pozzoni, Katrina Wood**
5. Operational Report: **Kirsty Kyson** - Operations Manager
6. Coaches Reports - if available otherwise delivered by the Operations Manager
7. Treasurer's Report: **Jan Graves** - Financial Trustee
8. Chairman of Trustees Report: **Lesley Clarke OBE** - Chairman of Trustees
9. Confirmation of Trustees and new appointments (if any) - **Jeremy Hay**  
**Horizon Sports Club. After confirming they wish to stand for a further year, that the Trustees are voted 'en bloc' for the year 2025/2026**
10. Charity Governance to confirm all Horizon Sports Club policies and note those that have been updated during the year.  
Approval of all policies  
Risk Assessments – All Classes

There have been no Health and Safety incidents in the year

11. Any other Business – to be indicated and forwarded to the Chairman no less than 7 days prior to the Annual General Meeting.



**Minutes of the Horizon Sports Club  
ANNUAL GENERAL MEETING  
Tuesday 9<sup>th</sup> December 2024 at 7.45pm  
by Zoom Meeting**

**Present**

Lesley Clarke (LC) Chairman, Jan Graves (JG) Treasurer Gloria Pope(GP) Honorary Secretary. Stuart Farrel(SF) Corporate & Social Rep. Kirsty Kyson (KK) Operations Manager

**Apologies**

Roger Pantridge (RP) Volunteer, Chris Burnard (CB) Head Coach

Minute	Action
<p><b>Welcome</b> The Chairman opened the meeting and welcomed everyone. Thanks from Chairman to RG on his resignation as Trustee for his years of hard work and dedication to Horizon.</p> <p><b>Previous Minutes of were read and approved</b> The minutes of the previous 13/12/2023) were considered and agreed to be signed off as a true record.</p> <p><b>Volunteer Report</b> RP – Volunteer report attached.</p> <p><b>Fundraising</b> GP – Funding Report attached.</p> <p><b>Operations Manager</b> KK –Report attached.</p> <p><b>Treasurer Report</b> JG – Treasurers Report and audited accounts attached.</p> <p>JG presented the budget which showed the increase in the venue costs.</p> <p>JG Proposed that the fees are increased as of 1<sup>st</sup> April (Spring Term) to</p>	<p><b>Proposed SF Seconded JG</b></p>

<p>£97.50 (Membership £40 Fees £57.50).</p> <p><b>Chairman of Trustees</b> LC – Chairman’s Report attached.</p> <p>KK takes charge of the meeting and asks all Trustees if they are happy to Remain in their present roles. This is presented “en bloc”</p> <p><b>Confirmation of Trustees with the recommendation: That the Horizon Sports Club Trustee are confirmed en bloc:</b></p> <p>Lesley Clarke OBE FRSA Jan Graves Gloria Pope Steve Farrell</p>	<p><b>Proposed GP Seconded LC</b></p>
<p>All the Trustees agreed to remain in post.</p>	<p><b>Noted</b></p>
<p><b>Horizon Sports Club Policies and Governance</b></p> <p>At the annual meeting the policies of the Club have to be both reviewed and ratified and any changes</p> <p>All the Risk Assessments for the all Horizon Sports Club sporting event venues have been updated for the current year 2024/2025.</p> <p>There have no further changes to the following policies: Constitution, Bullying and Harassment Policy; Child Protection and Safeguarding Policy; Complaints Policy; Confidentiality Policy; Data Protection Policy; Disability and Equality Policy; Environmental Policy; Equal Opportunities Policy; Health and Safety Policy Statement; Health and Safety Policy; Financial Controls Policy; Staff Discipline and Grievance Policy. All policies are on the website for viewing.</p>	<p><b>ALL Noted</b></p>
<p><b>The meeting finished: 8.45 pm</b></p>	

## **Report on Volunteers from Roger Pantridge – Trustee for Volunteers**

### **Horizon Sports Club AGM 9 December 2024**

This year has highlighted again the importance of recruiting a large number of volunteers to assist in many of our classes. The change in the delivery of the swimming classes, whereby parents/carers are in the pool alongside the members, has relieved the pressure on recruiting volunteers for this role. This new normal has been accepted by parents due to the good liaison between the swimming coaches, our Operations Manager and the parents. A big thank you to those involved. However maintaining an adequate provision of volunteers in the other classes has proved problematic at times with the coaches having to manage situations where more volunteers would be advantageous.

Sadly the consistency of some volunteers has not been that which we would wish, due to many factors, including the many conflicting demands on the volunteers in their school and life settings.

We need to establish a “bank” of volunteers which exceeds the actual need so that cover is available at certain critical times of the year. Unfortunately, despite efforts throughout the year, we have yet to achieve this.

It is hard to get new volunteers when recruiting opportunities occur during the school year rather than at the end or beginning of the school year. The students have already established their routines and are encountering new school demands and pressures which reduces their willingness to take on additional volunteering roles. A recent 20 minute presentation to the Year 12 students at a local secondary school resulted in little tangible response, except for increasing their awareness of Horizon Sports Club. Sadly personal circumstances meant that I was unable to fulfil recruiting opportunities between May and October. This has meant a smaller core of volunteers and increased pressure on our Coaches, Volunteer Co-ordinator and Operations Manager.

Our Volunteer Co-ordinator, Edie, has tried to engage with local schools and her recent link to Wycombe High, as a former pupil, has been most helpful in maintaining the level of volunteers and my thanks go to her.

It is important that our volunteers have training appropriate to the needs of our members and to our distinctive sports offer. Online training sessions at the end of August/beginning of September have helped to ensure a good grounding for new volunteers. Although she is now a student at Durham University she has been able to continue her role effectively on-line. My thanks to her for all that she is doing.

I have enjoyed being part of the Horizon Sports Club journey over these many years and I am sorry that I am no longer able to serve in my role as Trustee. My thanks go again to all our volunteers, both local students and adult volunteers, without whom we could not deliver our excellent provision. I would also record my thanks to my fellow Trustees and in particular to our Chair, Lesley Clarke.

Roger Pantridge

Trustee with responsibility for Volunteers

8 December 2024

## Operations Report – AGM 2024

Another good year New classes, team members and families joining Horizon.

### Classes

New classes of Yoga and Dance Fitness in the Winter term have been a great addition which we will continue into 2025.

Swimming as always is running smoothly thanks to Emin and the team, and classes are full again going into next year with waiting lists. We are still looking for a Swim Assistant for Wednesdays classes which we hope to fill in the new year to give the additional support. Another fantastic year at Wycombe Abbey and The Beacon with a huge thank you to Paula, Hazel and the girls who volunteer.

AVA has continued to grow but we still don't have enough children to run 2 classes so next year we will just run one class with a Coach and Assistant Coach.

As explained in Chris's report Multisports, Tennis and Football are all running smoothly and Tyler and Chris are doing a great job. We have waiting lists for Multisports so this could be something we look to expand in the future.

### Alternative Activities

We ran a Half Term Multisports Class in February which went really well, and the parents enjoyed, it was very hard to get volunteers to help in half term though.

A wonderful Wycombe Abbey student ran a few art classes at the school for our children which they all seemed to have fun in and like the change of venue and activity.

High Wycombe Rugby Club ran some Free Rugby sessions for us this year. This was a great addition to our offering but came with its challenges. We are looking into how we can offer this again and overcome previous challenges.

### Achievements

Emin celebrated 10 years of working with Horizon this year. He is such an amazing Coach that the children love and he makes such a huge difference to the children's lives.

Gail was runner up of the Good Neighbour Award from the Community Board. I nominated Gail because of her time and expertise that she gives to Horizon and the children. She does a full day's work and still gives up her time for free to support in our swimming classes. We are so lucky to have her as part of the team.

This year I have created in house Volunteer training which myself and Edie ran during August. This means we can make sure all volunteers have this information as soon as they start with us, and can then plan in regular training to refresh and give chance for discussions and questions.

### Thank you

I would like to say a huge thank you to all of the Coaches, Assistant Coaches, Lifeguard, Volunteers Administrator Volunteers and Trustees. It really does take the whole team to make everything work

the way that it does in Horizon, some things aren't always seen and that doesn't mean that they aren't appreciated. I look forward to seeing what Horizon will do in 2025.

## **GLORIA POPE HONORARY SECRETARY AND FUNDING REPORT**

### **FUNDING REPORT 2024**

#### **POSTCODE LOTTERY**

The submission requesting £12,500 for unrestricted funding was sent Mar 24 but failed due to oversubscriptions.

#### **GOSLING**

We have successfully received £5,000 from to support our core costs in providing any extra classes.

#### **KING COLLIMORE**

Donation of £11,500

#### **WILLIAM HARDING CHARITY**

Donation of £5,000

#### **ROTHSCHILD'S**

Donation of £5,000

#### **STOCKWELL**

Donation of £1,000



## Horizon Sports Club Chairman's Report Annual General Meeting 9th December 2024

It has been a hard year for Horizon Sports Club which has seen it being incredibly difficult to gain further funding. However, we have been supported by the Gostling Trust, The King Cullimore Trust and Rothschilds Foundation for which we are extremely grateful. Our expansion of our offer into Aylesbury has not, unfortunately, yielded the support we anticipated and we may well have to consider closing this facility in 2025 due to this lack of support. But we do thank Aylesbury Vale Academy for agreeing to continue to host Horizon Sports Club sporting events as a venue.

As stated last year and probably every year I have written this report we cannot do this alone, we have a wonderful Team of people along with the superb work of our Operations Manager, Coaches and Volunteers and of course Trustees, not to mention you, the parents of our Special Young people. My thanks to everyone who has given up their time, and gone that extra mile, to ensure Horizon Sports Club carried on during 2024. As last year my report will be one of many "thank yous". Again this year we have seen some changes to our Trustees, we have welcomed both Stuart Farrell and Gemma Doughty as Trustees and then seen the departure of Gemma when she took up full time employment, thank you for your help, Gemma, whilst on board.

A big thank you to our Trustees: **Gloria Pope** our Honorary Secretary, for doing the minutes of our Trustees' meetings and writing funding bids; **Roger Pantridge** for seeking new volunteers; **Jan Graves** the Horizon Sports Club Treasurer and keeps us all on the straight and narrow with accounts; **Stuart Farrell** for his work on Corporate and Social Responsibility (of which more during the AGM itself) – thank you to you all for your unstinting work.

Of course Horizon Sports Club could not carry on without the day to day work that **Kirsty Kyson – Horizon Sports Club Operations Manager** - provides. Kirsty has been very busy putting in to places the various new classes both in High Wycombe. Kirsty has ensured that all our classes work well within the parameters the pandemic has left and of course the Horizon criteria too. Thank you, Kirsty.

Thanks to must go to **Edie Vernol** who is our volunteer administrator and helps with new volunteers and all the paperwork that entails. Unfortunately, Edie may well have to give up this post as her university studies may well be taking her abroad in 2025. But thank you Edie.

I now turn to our Coaches, if it was not for them Horizon would simply not exist!

**Chris Burnard** – who remains our go to with regards to coaching; many thanks to you for your advice over the year.

**Emin Ates** who runs our very popular swimming classes. I was pleased to get the former Mayor Councillor Paul Turner to present Emin with his “10 Years of Loyal Service” certificate. Well done, Emin.

A BIG thank you to ALL our Assistant Coaches for their positiveness and help. A particular mention must go to Margaret Plummer who was runner up in the Pride of Bucks Awards this year. Well done Margaret.

A lot of effort goes into volunteering and our classes could not always happen if it were not for the volunteers we have....so thank you too, to our **fantastic Volunteers** I know your help is very valued not only by the coaches you assist and by the Trustees but And more importantly by our very special young people.

May I thank you all for your time, your professionalism, your enthusiasm and sterling efforts especially in the difficult times we have endured and also for helping with our special young people – my grateful thanks.

Thank you to our fantastic parents and carers, and not forgetting our wonderful and talented young members too. Thank you for your fund raising efforts and please do more in 2025. As I said last year, you cannot imagine how your funds have helped us to carry on. Funding has, again, been extremely difficult not only over the past few years, but continues to be. However, I must reiterate we are finding fund raising extremely difficult, so, every effort we can all offer to raise funds for Horizon Sports Club and ensure that Horizon carries on with their specialist work is greatly valued. So please do consider helping, be it with a cake stall or a “genes/jeans” day at school...as they say - every little helps!

Last year Horizon Sports Club was presented as the winner of the local Community Groups in the Pride of Bucks Award, I was so pleased to see this recognition for Horizons Sports Club.

So again, many thanks to **EVERYONE** for everything you do, your commitment and the work, the professionalism and enthusiasm in all you have undertaken on behalf of Horizon Sports Club.

One further piece of news Horizon Sports club were asked to apply for the Kings Award for Volunteers this year....this is something we have undertaken and we hope that we are successful in our application. We await the outcome of the deliberations and sincerely hope

we are successful. Thank you to Trudi Scrivener who agreed to put the application in on our behalf.

As previously mentioned, we have to really concentrate on fund raising this year and I cannot emphasise this enough. This is an area we really must focus on to ensure that Horizon Sports Club is here for the duration and in particular to provide sporting classes for the special young people we are so happy to help and see blossom and achieve. We do need to raise in excess of £40,000 just to keep the Club ticking over, this goes to keep our costs to you our members down, these funds and your fees pay for the venue hire, equipment, our Operations Manager, our Coaches, training, insurances and all our other outgoing expenses, which have risen incredibly during this year alone.

Fund raising does not stop with our grant applications or funding bids, which have been many and, unfortunately, not all of them successful, so anything you might be able to do, be it any fundraising event, with family, friends or your business colleagues, we would be extremely happy to help with any support we can. Perhaps you could consider to help in a small way by joining the Horizon Supporters Club at a cost of £1 per week? Both Kirsty and Jan have all the information on this and it can also be found on our website and this information will be included with the Trustees reports which will be sent to you after this meeting. We will also send the Supporters Club application form which we will send to all the WhatsApp Groups after the AGM.

As I mentioned last year, we now annually review our governance procedures and our policies, to ensure we were compliant and working along the guidelines set by the Charity Commission. Unfortunately, as I said last year, it does not just stop there though, we must ensure the club is running along the right guidelines and that we are up to date and compliant, and I will be bringing these policies and any updates, along with the annual risk assessments to every Annual General Meeting for ratification.

Finally, we must also thank our partners, who have assisted with the provision of sporting venues in particular: Wycombe Abbey School, Wycombe Leisure Centre; Beacon School; Highcrest Academy; Sir William Ramsay School; John Hampden Grammar School, Wrights Meadow Community Centre, Hazlemere Parish Rooms and Aylesbury Vale Academy.

Thank you to everyone who has supported us this year. Horizon Sports Club could not function without your support.

As I said at the start of my report that it was one of many “thank you’s” with that it brings me to the end of my report for 2024. May I take this opportunity of wishing you a happy Christmas and hope your 2025 goes exceedingly well.

**Lesley Clarke OBE - Chairman Horizon Sports Club**

## **VOLUNTEER TRUSTEE AGM REPORT 2025**

- Joined Horizon in Spring 2025 and took on existing structures and processes
- Handover taken from Roger, which was very helpful in identifying key contacts and priority schools to target
- Since joining, activity can be broken down into three main rounds of recruitment:
  - Spring
  - Summer
  - Winter (currently awaiting replies, with plans to follow this up into early 2026)
- Outreach and contact have largely been directed towards 13 main schools
- Given the opportunity to speak at Royal Grammar School and Sir William Borlase's Grammar School
- Engagement with Buckinghamshire New University and two colleges
- Bucks Students' Union has listed Horizon as a volunteer provider
- Reached out to over 17 sports clubs in the High Wycombe area, as well as other relevant community groups regarding sponsored matches- unfortunately did not receive any responses
- Areas to expand and develop over 2026:
  - Continuing to strengthen relationships with existing schools
  - Exploring further engagement with colleges and universities
  - Working with Millie To consider other avenues of recruitment e.g. social media

Hersh Punjani

# **GLORIA POPE HONORARY SECRETARY AND FUNDING REPORT**

## **FUNDING REPORT 2025**

### **POSTCODE LOTtery**

The submission requesting £12.500 for unrestricted funding was sent but again failed due to oversubscriptions.

There was no further reports from the Honorary Secretary.

## **Parent Trustee Report**

### **Prepared by: Stuart Farrell**

I have (and am) excessively occupied trying to acquire a business so I haven't done enough. Apologies.

#### **FUNDS**

Contacted Tesco. Southern England Community Enabler. I explained Horizon Sports Club (HSC) and its operations. He advised:

- We can approach multiple stores if we have beneficiaries in their catchment
- They are trying to link it to food.
- High Wycombe, Amersham and Aylesbury are a one year waiting list.
- Princes Risborough and Gerrards Cross are much shorter (implied easier, especially PR)
- Projects nominated by local community champion will go to top of list

I approached Amersham's champion to get nominated. Waiting for response.

I suggested to Kirsty a list of projects (they do look for specifics, not core costs) to approach each store.

I received some tips on the application to ensure they don't cancel each other out (he will provide postcodes for a certain section)

#### **PARENTS**

Observations and feedback.

Some parents leaving to take kids to other classes (dance, Speech & Language) so not a reflection on classes.

Friday at 5pm in Handy Cross is no fun!

Some classes, parents talk and exchange information and experiences. Others, they 'take respite'.

#### **SUPPORTERS CLUB**

I took a look at it, so its a work in progress. But thanks to AI, please review this image and contents for discussion.

- Should there be an annual amount?
- Should we do a draw? Is it run externally?
- Would another prize be more interesting or just extra work?



## Give Up One Coffee & Cake. Change a Child's Month.



For just £8 a month, you can help children and young adults with special needs enjoy sport in a safe, supported environment – and be entered into a monthly cash prize draw.



### £8 per month

Coffee & Cake Swap  
+ entry into our monthly  
cash prize draw



### £6 per month

Pure Supporter  
(no draw, all donation)

Horizon Sports Club provides specialist after-school sports for children and young adults with special needs in Buckinghamshire.

### Set up a standing order to join the Horizon Supporters Club!

Account name: Horizon Sports Club  
Sort code: 40-24-38  
Account number: 31355987



### What Your Coffee & Cake Funds

Your monthly gift helps pay for professional coaching, venues, equipment, insurance, and volunteer training



Horizon Sports Club provides specialist after-school sports for children and young adults with special needs in

[info@horizonsportsclub.org.uk](mailto:info@horizonsportsclub.org.uk)  
[www.soplozonsportsclub.org.uk](http://www.soplozonsportsclub.org.uk)

Registered Charity No. 1095897

## Operations Report – AGM 2025

### **KIRSTY KYSON OPERATIONS MANAGER**

#### Classes

**Multisports** – This year we have struggled with the number of volunteers so decided to move both Multisports classes to the same time to try and alleviate this. Because of the hard work from Millie and Hersh we now have the right number of volunteers to children ratio. We hope to continue to grow these classes as volunteer numbers keep rising.

**Football Pathway** – 2025 has been the start of our Horizon Football Pathway allowing children from age 3 up to adults to play football with us. We have junior football sessions which are now full, Youth football sessions (our original football class) and new Tuesday Senior football training. Chris and Tyler are doing a great job with all the sessions and are sure we will be ready to join the BOBi league in 2026, a big thank you to both of them and their hard work this term.

**Swimming** – Wednesday swimming classes are full and popular, we now have Kerry, Lamorna & Lily supporting the class and Lamorna has passed her Lifeguard and Level 1 Swim Assistant course this summer.

Wycombe Abbey continues to run smoothly with Hazel being an incredible support from the school team, and Lamorna now being our Lifeguard at this session.

The Beacon school sessions are now full with families & friends sharing slots we have more children in these classes than originally planned. Paula is great with the children, and their swimming and confidence grows week on week.

A huge thank you to Emin who is such a wonderful Lead and Swim Coach, and to the whole team who make these classes fun, engaging and the highlight of the week for so many families.

**Dance Fitness** – As explained by Sharon below we are struggling to get the numbers to fill the dance class, we have tried different venues, but Sharon is open to trying Sunday mornings again to see if we can get more interest. The members in the class love the sessions and it's a pleasure to watch them let go, dance around and have so much fun to the music.

**MMA** – New to the winter term MMA is a different choice for Horizon, but the children in the class are enjoying learning new skills. The class is small at the moment so we need to look at how to grow this, but Suzie and Phil are committed to supporting this and doing what they can to make the class a successful regular for us.

#### Other

**Summer** – We ran a mixture of Dance fitness and swimming sessions over the summer which proved to be popular, especially the swimming. I hope we can do this again in 2026 and are already putting funding bids in to support this.

**Admin Team Changes** - We said goodbye to Edie our Volunteer Coordinator this year as she went to study abroad for a year but have welcomed Millie to take over the role and she is doing a great job.

Tisha joined us in the Winter term visiting 2 classes a week to chat to parents, take photos/videos and be a representative of Horizon at the classes. This has been a huge support to me allowing me to step back a little from visiting classes giving me time to work on new projects, fundraising and growing class numbers. The photos, videos and feedback from parents have been used on socials, to create funding reports and feedback packs for current and future funders.

**New Opportunities** – We have the opportunity to run some school Multisports sessions next year with Chiltern Wood booking in 9 sessions and other schools showing interest too. Chris and Tyler have said they are happy to run these sessions along with new Home Ed sessions at the Leisure Centre. We are looking to start Home Ed sessions from January.

### Thank you

Everyone has worked really hard this year to move Horizon forward allowing us to offer more sessions, spaces to new families, and to create the fantastic and supportive team we have. I feel very lucky to be working with such a wonderful team and want to thank all of the Coaches, Assistants, Volunteers, families and supporters.

I don't think it gets said enough so I just want to note that without the support of Lesley and Jan I wouldn't be able to do my job, and Horizon wouldn't be the incredible charity it is. I have never known people in a voluntary position put in so many hours and give so much support. Thank you.

## Coaches Reports

### Dance Fitness – Sharon

The dance/fitness classes have gone well so far. The current children engage well and join in with all routines and games, some of the younger children have found it difficult to focus but join in with the sections they connect with. Through observation have got to understand and learn what they like and capabilities, I have then made adaptations where possible by making changes that are inclusive considering their abilities and interests. Most children pick up the routines and enjoy the games. I have observed a change in confidence, fitness and enjoyment levels. Some parents have mentioned difficulty with the day and location so as we discussed the Sunday may work better.

### Multisports & Junior Football – Tyler

The shift to run both junior and youth multi sports at the same time worked wonderfully, previously the session was still great but volunteer number were slim for the second hour. Once volunteer numbers were consistent it allowed for people to go between both sessions to ensure we had 1 to 1's across both sessions.

Tennis unfortunately slowed up but having been replaced by Junior football which also ran smoothly with volunteer numbers and attendance being fantastic.

# Admin Reports

## Operations Assistant Report – Millie Harrison

I took over the Operations Assistant role in May 2025. Since then, a key focus has been strengthening communication with volunteers. We introduced a new WhatsApp communication system, which has significantly improved our ability to share updates quickly and reliably. Many volunteers have expressed a preference for this method over email, and engagement has been consistently higher. The start of the academic year presented some challenges. During the summer exam period, we experienced high volunteer absence and many volunteers concluded their involvement at the end of the 2024/25 year. As a result, numbers were lower than usual for the first few weeks of term. However, strong recruitment following Hersh's school visits at RGS and SWBS helped to rebuild our volunteer base. By the second half of the term, all three sessions that require volunteer support (Junior Multisports, Youth Multisports, and Junior Football) were fully staffed. Current volunteer numbers are as follows:

- Junior Football: 9 volunteers
- Junior Multisports: 9 volunteers
- Youth Multisports: 10 volunteers

Overall, volunteer engagement and communication are in a much stronger position heading into the next term. Moving forward, we will continue to focus on maintaining volunteer numbers, improving communication and supporting volunteers in their roles.

## **Financial Report 2025**

## **JAN GRAVES - TREASURER**

Another good year, which has put us on a sounder financial footing.

**Operations** – our classes have changed a little over the year following demand with the core classes like swimming and multisports continuing to expand.

Kirsty has again done a great job in keeping the classes going and developing new ones as the demand arose.

**Fund raising** - to keep the club running, we rely heavily on fund raising.

We received **grants** this year from the Edward Gostling Foundation, Rothchild's Foundation, the Shanley Foundation, High Wycombe Community Board, EH Smith Trust and the King Cullimore Trust.

With **donations** from John Lewis, Bowen Lodge, Sita Football club, Marlow Rotary Club and the Will Houghton Trust.

We were also supported by our members families and supporters both from individual donations and fund raising.

**Expenditure** – our costs have been generally very similar to the previous year, with the increase in salary cost compensated by the increase in the employers ni allowance.

**Funds** – due to an unexpected donation just before year end, we have been able to set aside a designated fund equivalent to half a year's salary. We also

received a couple of restricted funds towards the end of the financial year which will be spent this year, I have therefore separated them out on the accounts.

**Fees** - for the same reason, after two years' of increasing our fees significantly, I am comfortable to propose that this year we do not increase our fees.



## Horizon Sports Club Chairman's Report Annual General Meeting 16th December 2025

As stated last year, and probably every year I have written this report, we cannot do this alone. We have a wonderful Team of people along with the superb work of our Operations Manager, Coaches, Assistant Coaches, Lifeguards and Volunteers and of course Trustees, not to mention, the parents and carers of our Special Young people. My thanks to everyone who has given up their time, and gone that extra mile, to ensure Horizon Sports Club carried on during 2025. As last year my report will be one of many "thank you's". Again, this year we have seen some changes to our Trustees, we have welcomed **Hersch Punjani**, **Katrina Wood**, **Bobbi Pozzoni** and recently **Jeremy (Jay) Hay** as Trustees. Unfortunately, Roger Pantridge resigned as a Trustee, which was a blow, but with the tragic loss of his wife, Judy, last year, he felt he needed some time for him. Roger had been a Trustee for a number of years, as well as a parent, whose daughter attended Horizons for many year, we miss his humour and his correcting our words. But a huge thank you to Roger for what he did, as the Volunteer Trustee.

Nevertheless, a big thank you to our Trustees: **Gloria Pope** our Honorary Secretary, for doing the minutes of our Trustees' meetings and writing funding bids when she could in very challenging year for her and her family; **Jan Graves** the Horizon Sports Club Treasurer and keeps us all on the straight and narrow with accounts and we hope you are well on the road to recovery after your double hip operation; **Stuart Farrell** as the Corporate and Social Responsibility Trustee – thank you to you all for your unstinting work and support.

Of course, Horizon Sports Club could not carry on without the day to day work that **Kirsty Kyson – Horizon Sports Club's Operations Manager** - provides. Kirsty has been very busy putting in to places the various new classes both in High Wycombe, ensuring that all our classes work well within the parameters the pandemic has left and of course the Horizon criteria too. Thank you, Kirsty.

Thanks to must go to **Edie** who was our volunteer administrator and helped with new volunteers and all the paperwork that entails, as stated at the last AGM Edie did go off to University abroad in 2025. In Edie's place we welcomed **Mollie**, who has taken over the reins seamlessly, thank you Mollie for all your help and assistance too. Further Tisha has joined us and she has taken over the media side of Horizon's for us and has put together some wonderful reports. Thank you both.

I now turn to our Coaches, if it was not for them Horizon would simply not exist!

**Chris Burnard** – who remains our go to with regards to coaching; many thanks to you for your advice over the year.

**Emin Ates** who runs our very popular swimming classes. Thank you Emin.

A BIG thank you to ALL our Assistant Coaches, Lifeguards for their positiveness and help and valuable assistance too.

A lot of effort goes into volunteering and our classes could not always happen if it were not for the volunteers we have....so thank you too, to our **fantastic Volunteers** I know your help is very valued not only by the coaches you assist and by the Trustees and more importantly by our very special young people.

May I thank you all for your time, your professionalism, your enthusiasm and sterling efforts and also for helping with our special young people – my grateful thanks.

Thank you to our fantastic parents and carers, and not forgetting our wonderful and talented young members too. Thank you for your fund-raising efforts this year. Funding has, again, been difficult, as most small charities are finding. However, we have been supported by a some funders this year the Will Houghton Fund, I had the pleasure of recently meeting Liz Houhgton, along with Chris at football, where she chatted with the parents there. What enthusiasm those footballers have! The King Cullimore Charitable Foundation once again helped with funding and thank you to them for their continued support. Likewise, thank you to: Marlow Thames Rotary, Zsofi Joyce, Bowen Lodge, Hedley Foundation, Garfield Weston, Shanley Foundation for their support. So, please do consider helping with fundraising, be it with a cake stall or a “genes/jeans” day at school...as they say - every little helps!

Fund raising does not stop with our grant applications or funding bids, which have been many and, unfortunately, not all of them successful, so anything you might be able to do, be it any fundraising event, with family, friends or your business colleagues, we would be extremely happy to help with any support we can. Perhaps you would consider to help in a small way by joining the Horizon Supporters Club at a cost of £1 per week? Both Kirsty and Jan have all the information on this and it can also be found on our website and this information will be included with the Trustees reports which will be sent to you after this meeting.

So again, thank you to **EVERYONE** for everything you do, your commitment and the work, the professionalism and enthusiasm in all you have undertaken on behalf of Horizon Sports Club.

As you will remember from last year's AGM the Lord Lieutenant, the Countess Howe, asked if we would consider being nominated for the Kings Award to Voluntary Services, there were quite a few interviews, and then we waited for the result. Unfortunately, Horizon Sports Club was not successful. I have a lovely letter from the Lord Lieutenant which I will read now.

As I mentioned last year, we now annually review our governance procedures and our policies, to ensure we were compliant and working along the guidelines set by the Charity Commission. I am pleased to report there have been no Health and Safety incidents this year. However, it does not just stop there though, the Trustees must ensure the club is running along the right guidelines and that we are up to date and compliant, and I will be bringing these policies and any updates, along with the annual risk assessments to every Annual General Meeting for ratification. This year we have reviewed Safeguarding, Financial Procedures and Health and Safety.

Finally, we must also thank our partners, who have assisted with the provision of sporting venues in particular: Wycombe Abbey School, Wycombe Leisure Centre, Beacon School, Sir William Ramsay School, Wrights Meadow Community Centre.

Thank you to everyone who has supported Horizon Sports Club this year. Horizon Sports Club could not operate without your support.

As I said at the start of my report that it was one of many “thank you’s” with that it brings me to the end of my report for 2025. Thank you for listening

**Lesley Clarke OBE - Chairman Horizon Sports Club**



## ANNUAL HORIZON SPORTS CLUB POLICY REGISTER 2024/2025

POLICY	DATE AGM SIGN OFF	DATE AGM SIGN OFF	DATE AGM SIGN OFF	DATE AGM SIGN OFF	DATE AGM SIGN OFF	NOTES
Constitution	14/12 /2021	13/12/ 2022	13/12/ 2023	9/12/ 2024	<b>16/12/ 2025</b>	
Bullying and Harrasment	14/12 /2021	13/12/ 2022	13/12/ 2023	9/12/ 2024	<b>16/12/ 2025</b>	
Confidentiality	14/12 /2021	13/12/ 2022	13/12/ 2023	9/12/ 2024	<b>16/12/ 2025</b>	
Data Protection	14/12 /2021	13/12/ 2022	13/12/ 2023	9/12/ 2024	<b>16/12/ 2025</b>	
Discipline and Grievance	14/12 /2021	13/12/ 2022	13/12/ 2023	9/12/ 2024	<b>16/12/ 2025</b>	
Equality and Diversity	14/12 /2021	13/12/ 2022	13/12/ 2023	9/12/ 2024	<b>16/12/ 2025</b>	
Financial Procedures	14/12 /2021	13/12/ 2022	13/12/ 2023	9/12/ 2024	<b>16/12/ 2025</b>	Updated 2025
HSC General Rules	14/12 /2021	13/12/ 2022	13/12/ 2023	9/12/ 2024	<b>16/12/ 2025</b>	
Health and Safety	14/12 /2021	13/12/ 2022	13/12/ 2023	9/12/ 2024	<b>16/12/ 2025</b>	Updated 2025
Risk Assessment:	14/12 /2021	13/12/ 2022	13/12/ 2023	9/12/ 2024	<b>16/12/ 2025</b>	Updated annually and includes all and any new venues
Safeguarding	14/12	13/12/	13/12/	9/12/	<b>16/12/</b>	Updated 2025

	/2021	2022	2023	2024	<b>2025</b>	
GDPR	14/12/ /2021	13/12/ 2022	13/12/ 2023	9/12/ 2024	<b>16/12/ 2025</b>	

## Horizon Sports Club

(Registered Charity Number 1093857)

### Income and Expenditure Account for the year ending August 31, 2025

Income	2025		2024	
	Unrestricted	Restricted	Total	
Fees	£17,898.25		£17,898.25	£17,165.00
Donations and fund raising	£28,961.13		£28,961.13	£8,288.92
Grants	£29,000.00	£3,373.00	£32,373.00	£27,500.00
Membership fees	£11,325.00		£11,325.00	£10,515.00
Interest on Building Society Account	£990.72		£990.72	£1,110.45
<b>Total receipts</b>	<b>£88,175.10</b>	<b>£3,373.00</b>	<b>£91,548.10</b>	<b>£64,579.37</b>
<b>Expenditure</b>				
Facilities hire	£9,315.48		£9,315.48	£9,155.07
Coaching & volunteer courses	£466.20		£466.20	£784.00
Coaching fees	£14,889.80		£14,889.80	£14,738.40
Subscriptions	£20.00		£20.00	£130.00
Insurance	£2,680.98		£2,680.98	£2,660.92
Equipment and maintenance	0.00		0.00	£25.20
T-shirts etc	£613.20		£613.20	£252.00
Printing and stationary	£60.34		£60.34	£86.21
Office equipment/telephone	£442.49		£442.49	£816.98
PR & advertising	£250.00		£250.00	£604.00
Consultancy	£0.00		£0.00	£0.00
Administration costs	£1,290.00		£1,290.00	£1,070.00
Travelling	£427.16		£427.16	£739.55
Salaries	£34,552.80		£34,552.80	£33,597.60
Events	£0.00		£0.00	£0.00
Prize, gifts etc	127.22		£127.22	£107.75
Miscellaneous costs	£0.00		£0.00	£0.00
Bank charges	£61.20		£61.20	£63.60
<b>Total payments</b>	<b>£65,196.87</b>	<b>£0.00</b>	<b>£65,196.87</b>	<b>£64,831.28</b>
Surplus of Income over Expenditure	£22,978.23	£3,373.00	£26,351.23	-£251.91

### Balance Sheet as at August 31, 2025

		2025		2024	
<b>Assets</b>	Current account	£1,528.40		£1,528.40	£2,543.26
	Supporters Club Account	£8,133.65		£8,133.65	£7,215.67
	Development Account	£81,365.86		£81,365.86	£51,611.12
	Prepayments	£612.30		£612.30	£1,229.85
		<b>£91,640.21</b>	<b>£0.00</b>	<b>£91,640.21</b>	<b>£62,599.90</b>
<b>Liabilities</b>	Creditors	£11,748.43		£11,748.43	£9,452.98
	Accruals	£574.63		£574.63	£181.00
		<b>£12,323.06</b>	<b>£0.00</b>	<b>£12,323.06</b>	<b>£9,633.98</b>
<b>Assets less liabilities</b>		<b>£79,317.15</b>	<b>£0.00</b>	<b>£79,317.15</b>	<b>£52,965.92</b>

#### Represented by accumulated fund

Balance at 1 September	£52,965.92	£53,217.83
Surplus of income over expenditure	£26,351.23	-£251.91
	<b>£79,317.15</b>	<b>£52,965.92</b>
Unrestricted fund	£57,944.15	£52,965.92
Restricted fund	£3,373.00	
Designated fund	£18,000.00	
<b>Total fund</b>	<b>£79,317.15</b>	<b>£52,965.92</b>

I have examined the books and records of Horizon Sports Club for the year ended 31 August 2025 and confirm that the accounts are in accordance with those books and records, I have received all information and explanations necessary from the Charity Treasurer in order to support my examination and opinion.

*[Signature]*  
C. J. Wise ACA, Independent Examiner

Date 02 December 2025

JE Graves, Treasurer

Date 02 December 2025

**Assurance Review Report – Horizon Sports Club**  
**Independent Auditors' Report to the directors of Horizon Sports Club**

We have reviewed the financial statements of Horizon Sports Club for the period ended 31<sup>st</sup> August 2025, which consist of an Income and Expenditure statement and Balance Sheet. The financial reporting framework that has been applied in their preparation is applicable law and FRS 102 “The FRS applicable in the UK and Republic of Ireland”. This report has been prepared only for the Trustees of Horizon Sports Club in accordance with the terms and conditions set out in our **engagement letter** and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and its’ Trustees as a body for our work, for this report or for the conclusions we have formed.

**Responsibilities of Trustees**

The Trustees are responsible for the preparation of the financial statements and for ensuring that they give a true and fair view.

**Accountants' responsibility**

We have reviewed the financial statements of Horizon Sports Club in accordance with the following standards:

- International Standard on Review Engagements (ISRE) 2400; and
- ICAEW Technical Release 9/13 AAF “Assurance Review Engagements on Historical Financial Statements”.

**Scope of this assurance review**

The review we have undertaken is in accordance with ISRE 2400 (Revised) and is confined to the matters set out in the engagement letter drafted by the directors of Horizon Sports Club. The review consisted of making enquiries of management and staff, testing procedures and evaluating the evidence collected. The testing procedures undertaken were not of the same level as those adopted or conducted in a full audit. Therefore, we do not express an audit opinion on these financial statements.

**Conclusion**

1. *In our opinion the financial statements:*
  - *give a true and fair view of the state of the company's affairs as at 31<sup>st</sup> August 2025 for the year then ended;*
  - *have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice.*

Signed

CJ Wise ACA  
for and on behalf of Wise & Co Accountants  
1 Church Street, Princes Risborough, HP 27 9AA  
02 December 2025

## Horizon Sports Club

(Registered Charity Number 1093857)

### Income and Expenditure Account for the year ending August 31, 2025

Income	2025		2024	
	Unrestricted	Restricted	Total	
Fees	£17,898.25		£17,898.25	£17,165.00
Donations and fund raising	£28,961.13		£28,961.13	£8,288.92
Grants	£29,000.00	£3,373.00	£32,373.00	£27,500.00
Membership fees	£11,325.00		£11,325.00	£10,515.00
Interest on Building Society Account	£990.72		£990.72	£1,110.45
<b>Total receipts</b>	<b>£88,175.10</b>	<b>£3,373.00</b>	<b>£91,548.10</b>	<b>£64,579.37</b>
<b>Expenditure</b>				
Facilities hire	£9,315.48		£9,315.48	£9,155.07
Coaching & volunteer courses	£466.20		£466.20	£784.00
Coaching fees	£14,889.80		£14,889.80	£14,738.40
Subscriptions	£20.00		£20.00	£130.00
Insurance	£2,680.98		£2,680.98	£2,660.92
Equipment and maintenance	0.00		0.00	£25.20
T-shirts etc	£613.20		£613.20	£252.00
Printing and stationary	£60.34		£60.34	£86.21
Office equipment/telephone	£442.49		£442.49	£816.98
PR & advertising	£250.00		£250.00	£604.00
Consultancy	£0.00		£0.00	£0.00
Administration costs	£1,290.00		£1,290.00	£1,070.00
Travelling	£427.16		£427.16	£739.55
Salaries	£34,552.80		£34,552.80	£33,597.60
Events	£0.00		£0.00	£0.00
Prize, gifts etc	127.22		£127.22	£107.75
Miscellaneous costs	£0.00		£0.00	£0.00
Bank charges	£61.20		£61.20	£63.60
<b>Total payments</b>	<b>£65,196.87</b>	<b>£0.00</b>	<b>£65,196.87</b>	<b>£64,831.28</b>
Surplus of Income over Expenditure	£22,978.23	£3,373.00	£26,351.23	-£251.91

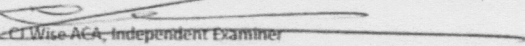
### Balance Sheet as at August 31, 2025

		2025		2024	
<b>Assets</b>	Current account	£1,528.40		£1,528.40	£2,543.26
	Supporters Club Account	£8,133.65		£8,133.65	£7,215.67
	Development Account	£81,365.86		£81,365.86	£51,611.12
	Prepayments	£612.30		£612.30	£1,229.85
		<b>£91,640.21</b>	<b>£0.00</b>	<b>£91,640.21</b>	<b>£62,599.90</b>
<b>Liabilities</b>	Creditors	£11,748.43		£11,748.43	£9,452.98
	Accruals	£574.63		£574.63	£181.00
		<b>£12,323.06</b>	<b>£0.00</b>	<b>£12,323.06</b>	<b>£9,633.98</b>
<b>Assets less liabilities</b>		<b>£79,317.15</b>	<b>£0.00</b>	<b>£79,317.15</b>	<b>£52,965.92</b>

#### Represented by accumulated fund

Balance at 1 September	£52,965.92	£53,217.83
Surplus of income over expenditure	£26,351.23	-£251.91
	<b>£79,317.15</b>	<b>£52,965.92</b>
Unrestricted fund	£57,944.15	£52,965.92
Restricted fund	£3,373.00	
Designated fund	£18,000.00	
<b>Total fund</b>	<b>£79,317.15</b>	<b>£52,965.92</b>

I have examined the books and records of Horizon Sports Club for the year ended 31 August 2025 and confirm that the accounts are in accordance with those books and records, I have received all information and explanations necessary from the Charity Treasurer in order to support my examination and opinion.

  
C. J. Wise ACA, Independent Examiner

Date 02 December 2025

JE Graves, Treasurer

Date 02 December 2025

**Assurance Review Report – Horizon Sports Club**  
**Independent Auditors' Report to the directors of Horizon Sports Club**

We have reviewed the financial statements of Horizon Sports Club for the period ended 31<sup>st</sup> August 2025, which consist of an Income and Expenditure statement and Balance Sheet. The financial reporting framework that has been applied in their preparation is applicable law and FRS 102 “The FRS applicable in the UK and Republic of Ireland”. This report has been prepared only for the Trustees of Horizon Sports Club in accordance with the terms and conditions set out in our **engagement letter** and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and its’ Trustees as a body for our work, for this report or for the conclusions we have formed.

**Responsibilities of Trustees**

The Trustees are responsible for the preparation of the financial statements and for ensuring that they give a true and fair view.

**Accountants' responsibility**

We have reviewed the financial statements of Horizon Sports Club in accordance with the following standards:

- International Standard on Review Engagements (ISRE) 2400; and
- ICAEW Technical Release 9/13 AAF “Assurance Review Engagements on Historical Financial Statements”.

**Scope of this assurance review**

The review we have undertaken is in accordance with ISRE 2400 (Revised) and is confined to the matters set out in the engagement letter drafted by the directors of Horizon Sports Club. The review consisted of making enquiries of management and staff, testing procedures and evaluating the evidence collected. The testing procedures undertaken were not of the same level as those adopted or conducted in a full audit. Therefore, we do not express an audit opinion on these financial statements.

**Conclusion**

1. *In our opinion the financial statements:*
  - *give a true and fair view of the state of the company's affairs as at 31<sup>st</sup> August 2025 for the year then ended;*
  - *have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice.*

Signed

CJ Wise ACA  
for and on behalf of Wise & Co Accountants  
1 Church Street, Princes Risborough, HP 27 9AA  
02 December 2025

**HORIZON SPORTS CLUB**

England & Wales - Charity number 1093897

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# Accounts

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## Horizon Sports Club

(Registered Charity Number 1093897)

### Income and Expenditure Account for the year ending August 31, 2024

	2024	2023
<b>Income</b>		
Fees	£17,165.00	£16,095.00
Donations and fund raising	£8,288.92	£9,278.25
Grants	£27,500.00	£33,629.00
Membership fees	£10,515.00	£9,680.00
Interest on Building Society Account	£1,110.45	£554.29
<u>Total receipts</u>	<u>£64,579.37</u>	<u>£69,236.54</u>
<b>Expenditure</b>		
Facilities hire	£9,155.07	£10,444.60
Coaching & volunteer courses	£784.00	£0.00
Coaching fees	£14,738.40	£14,494.65
Subscriptions	£130.00	£110.00
Insurance	£2,660.92	£2,599.45
Equipment and maintenance	£25.20	£350.00
T-shirts etc	£252.00	£159.60
Printing and stationary	£86.21	£106.40
Office equipment/telephone	£816.98	£767.98
PR & advertising	£604.00	£1,854.00
Consultancy	£0.00	£0.00
Administration costs	£1,070.00	£180.00
Travelling	£739.55	£0.00
Salaries	£33,597.60	£33,106.54
Events	£0.00	£0.00
Prize, gifts etc	£107.75	£62.00
Miscellaneous costs	£0.00	£76.95
Bank charges	£63.60	£61.20
<u>Total payments</u>	<u>£64,831.28</u>	<u>£64,373.37</u>
Surplus of Income over Expenditure	-£251.91	£4,863.17

### Balance Sheet as at August 31, 2024

	2024	2023
<b>Assets</b>		
Current account	£2,543.26	£2,884.97
Supporters Club Account	£7,215.67	£6,159.81
Development Account	£51,611.12	£53,318.69
Prepayments	£1,229.85	£1,412.90
	<u>£62,599.90</u>	<u>£63,776.37</u>
<b>Liabilities</b>		
Creditors	£9,452.98	£10,012.54
Accruals	£181.00	£546.00
	<u>£9,633.98</u>	<u>£10,558.54</u>
<b>Assets less liabilities</b>	<u>£52,965.92</u>	<u>£53,217.83</u>
<b>Represented by accumulated fund</b>		
Balance at 1 September	£53,217.83	£48,354.66
Surplus of income over expenditure	-£251.91	£4,863.17
	<u>£52,965.92</u>	<u>£53,217.83</u>

I have examined the books and records of Horizon Sports Club for the year ended 31 August 2024 and confirm that the accounts are in accordance with those books and records, I have received all information and explanations necessary from the Charity Treasurer in order to support my examination and opinion.

CJ Wise ACA, Independent Examiner

Date 18 November 2024

JE Graves, Treasurer

Date 18 November 2024

**Assurance Review Report – Horizon Sports Club**  
**Independent Auditors' Report to the directors of Horizon Sports Club**

We have reviewed the accounts of Horizon Sports Club for the period ended 31<sup>st</sup> August 2024, which consist of an Income and Expenditure statement and Balance Sheet. The financial reporting framework that has been applied in their preparation is applicable law and FRS 102 “The FRS applicable in the UK and Republic of Ireland”.

This report has been prepared only for the Trustees of Horizon Sports Club in accordance with the terms and conditions set out in our engagement letter and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and its’ Trustees as a body for our work, for this report or for the conclusions we have formed.

**Responsibilities of Trustees**

The Trustees are responsible for the preparation of the accounts and for ensuring that they give a true and fair view.

**Accountants' responsibility**

We have reviewed the accounts of Horizon Sports Club in accordance with the following standards:

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**Scope of this assurance review**

The review we have undertaken is in accordance with ISRE 2400 (Revised) and is confined to the matters set out in the engagement letter drafted by the directors of Horizon Sports Club. The review consisted of making enquiries of management and staff, testing procedures and evaluating the evidence collected. The testing procedures undertaken were not of the same level as those adopted or conducted in a full audit. Therefore, we do not express an audit opinion on these financial statements.

**Conclusion**

1. In our opinion the financial statements:
  - give a true and fair view of the state of the company's affairs as at 31<sup>st</sup> August 2024 for the year then ended;
  - have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
  - have been prepared in accordance with the requirements of the Companies Act 2006.

Signed

CJ Wise ACA  
for and on behalf of Wise & Co Accountants  
1 Church Street, Princes Risborough, HP 27 9AA  
18<sup>th</sup> November 2024



**Assurance Review Report – Horizon Sports Club**  
**Independent Auditors' Report to the directors of Horizon Sports Club**

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**Conclusion**

1. In our opinion the financial statements:
  - give a true and fair view of the state of the company's affairs as at 31<sup>st</sup> August 2024 for the year then ended;
  - have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
  - have been prepared in accordance with the requirements of the Companies Act 2006.

Signed

CJ Wise ACA  
for and on behalf of Wise & Co Accountants  
1 Church Street, Princes Risborough, HP 27 9AA  
18<sup>th</sup> November 2024



**HORIZON SPORTS CLUB**

England & Wales - Charity number 1093897

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# Accounts

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We have had a really successful year with the continued increase in our class numbers and sizes in High Wycombe, together with starting the new project in Aylesbury.

Kirsty has done an excellent job both in growing our existing classes and creating the new ones.

To keep the club running, we rely heavily on fund raising. We have continued to find this more difficult than pre-covid but have just completed the best year for funding since 2018/19, turning the corner with the first positive income versus expenditure since that time.

During the year we received donations from some of our regular supporters and also some new ones, with some fund raising from parents and members, but the main difference has been in our grant submission, for which I mainly thank Gloria who took on this very difficult roll...

To continue at this level will be a significant challenge in 2023/24. And to keep the club running even at its current level, costs have risen dramatically over the last few years and continue to rise, with growth of course adding more cost. For that reason, unfortunately we have to look at your fees.

We have prided ourselves in managing to keep our fees at the same level for ten years.

I warned you at this meeting last year, that this would have to be kept under termly review. We have managed to continue this for the year, but I now must propose an increase in fees. My proposal is for membership to increase in April from £30 to £35 and fees to move from £50 to £55.

Could I have a seconder for this.

# Horizon Sports Club

(Registered Charity Number 1093897)

## Income and Expenditure Account for the year ending August 31, 2023

	2023	2022
Income		
Fees	f16,095.00	E1 1,475.00

Donations and fund raising	f9,278.25	€14,170.52
Grants	f33,629.00	f5,000.00
Membersh ip fees	f9,680.00	{6,925.00
<u>Interest on Building Society Account</u>	<u>f554.29</u>	<u>E16.55</u>
<u>Total receipts</u>	<u>f69,236.54</u>	<u>f37,587.07</u>
Expenditure		
Facilities hire	f10,444.60	E9,064.10

Coaching & volunteer courses	f0.00	f300.00
Coaching fees	f14,494.65	f13,560.00
Subscriptions	€110.00	f140.00
Insurance	f2,599.45	E1,947.47
Equipment and maintenance	f350.00	€0.00
T -shirts etc	f159.60	f411.00
Printing and stationary	f106.40	€118.58
Office equipment/telephone	E767.98	€115.00
PR & advertising	E1,854.00	€759.00
Consultancy	f0.00	f0.00

Administration costs	f180.00	f2,500.00
Salaries	33,106.54	E27,528.70
Events	f0.00	€0.00
Prize, gifts etc	E62.00	f36.01
Miscellaneous costs	€76.95	E60.00
<u>Bank charges</u>	<u>f61.20</u>	<u>f40.80</u>
<u>Total payments</u>	<u>f64,373.37</u>	<u>f56,580.66</u>
Surplus of Income over Expenditure	f4,863.17	-E18,993.59

**Balance Sheet as at August 31, 2023**

Assets	2023	2022
Debtors	-\$152.10	-f6,160.00
Current account	f2,884.97	f2,762.22
Supporters Club Account	f6,159.81	E5,143.41
Development Account	<u>f53,318.69</u>	<u>E48,618.19</u>
	<u>f56,211.37</u>	<u>f50,363.82</u>
Liabilities Creditors Assets less liabilities	<u>{2,993.54</u>	<u>E2,009.16</u>
	<u>f53,217.83</u>	<u>f48,354.66</u>
	f48,354.66	
	<u>f4,863.17</u>	<u>f67,348.25</u>
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**HORIZON SPORTS CLUB**

England & Wales - Charity number 1093897

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# Accounts

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## Trustees Reports

### **Horizon Sports Club Chairman's Report Annual General Meeting 13th December 2022**

It has been a very busy year for Horizon Sports Club which has seen expansion of our offer for our special young people and adults. One that as Trustees, I am sure, are pleased with too?

It has been interesting to see how we exited from COVID, and yes we still have to acknowledge that even now going back into our venues things have changed, some for the better and some are frustrating.

With all this in mind we do have to acknowledge the superb work that our Operations Manager, Coaches and Volunteers have achieved for Horizon as we exit from the shadow of COVID. My thanks to everyone who has given up their time, and gone that extra mile, to ensure Horizon Sports Club carried on during 2022 and with the good work they have been doing, so thank you. My report will be one of many "thank yous". During the year we have seen some changes to our Trustees, we have seen the departure of Alyson Lockley, Hilda Stearn thank them for their help whilst on board and we welcome Gloria Pope and Leanne Smith.

**Jan Graves** who is our Treasurer and has ensured we have kept to the straight and narrow and has again ensured we kept us on track with our accounts and we do have to acknowledge it has been very difficult. Many thanks to Jan for all her hard work, advice for Horizons;

**Roger Pantridge** our Volunteer Trustee, has been working very hard to ensure that we do have the requisite number of volunteers for our classes. This has been difficult as we still are exiting from COVID volunteers have been a difficult find. But nevertheless, he has been promoting the Horizon Sports Club sporting story, to the various schools he has contacts with. He, along with Kirsty

Middleton, our Operations Manager, have been involved with training of our many wonderful volunteers, thank you Roger.

**Kirsty Middleton - Horizon Sports Club Operations Manager.** Kirsty has been very busy putting in to places the various new classes that she has championed, namely dancing which takes place on a Sunday morning in High Wycombe, and working with the Beacon School with the implementation of swimming classes here too,. Not only all of that she has been looking to expand the Horizon offer to other areas and particularly further afield in Buckinghamshire. Kirsty has ensured that all our classes have been working well within the parameters the pandemic has left us with. Along with all this she has been a whiz in setting up WhatsApp groups for all our classes and has been extremely clever in her social media output for the Club in its various forms. Thank you, Kirsty, for your suggestions and your enthusiasm.

**Gloria Pope - Honorary Secretary and Funding Administrator.** We were joined early in the year by, Gloria not only had her children as Members of Horizon in the past, but she has done lots of work in different guises for the Club over man years. I am particularly pleased that Gloria has taken on the role of Honorary Secretary and along with Jan and myself has been instrumental in upping our fundraising bids. Welcome back Gloria and thank you for your help and very able assistance with our bid writing and thank you Gloria for your valuable insight and help.

**Leanne Smith - Parent Trustee** joined us after the last Annual General Meeting and is the Trustee that meets with parents and liaises with Kirsty. It has been interesting to see this role expand and also to see the encourage that both Leanne and Kirsty give to the parents of our young people to help with problems they may have, to suggest fund raising. Leanne undertook to put together a newsletter for Horizon, with fast moving news today we are revieing how we can ensure our members are kept up to date with news of Horizon. With this in mind Leanne has kindly taken over the role of assisting with our volunteer intake. Thank you, Leanne and a very warm welcome, to you.

I now turn to our Coaches,:

Well what can you say, if it was not for you Horizon would simply not exist. It has been an extremely hard year for both our Members and of course our Coaches and with the after effects of COVID.

**Chris Burnard** who cannot be with us tonight - carries on being our go to with regards to coaching; thanks Chris for your ever helpful information and advice, something I and our other Trustees do value.

**Emin Ates** who runs our very popular swimming classes, I know the classes are going very well and thank you for your help Emin and your help in the past with the Beacon School swimming class;

**Gail, George** thank you to ALL our Assistant Coaches for their positiveness and help.

I cannot go on without a mention of **Margaret Plummer** who is a long-standing volunteer with Horizon. Margaret was nominated for the LEAP Volunteer of the year 2022 and Margaret won it. What a marvellous acknowledgment of her dedicated work with the members of Horizon. Thank you to Margaret and very well done!

A big thank you too, to our fantastic Volunteers for your help and assistance through the year and I know your help is very valued by the coaches you assist and our course our very special young people.

May I thank you all for your time, your professionalism, your enthusiasm and sterling efforts especially in the difficult times we have endured and also for helping with our special young people - thank you.

This year we have been helped with funding through the efforts of you, our fantastic parents and carers, and not forgetting our wonderful and talented young members. Thank you for your fund raising events: the ice cream day on probably one of the hottest days this year it was a tremendous success, well done . So a BIG thank you to J. Bentley for his swimathon; Oliver Gray and his Mum for the Ice Cream Day; Charles and Saul for the Santa Run. These are parents and members who have raised funds for the Club this year. You cannot imagine how your funds have helped us to carry on. Funding has been extremely difficult over the past two years. We have put together a team, as I have already mentioned, to look at bid writing and a team to assist our parents to do fund raising in their own ways. Whilst this is at the very early stages we have had some successes, but I must reiterate we are at the very start of a long road. So, every effort we can all offer to raise funds and ensure that Horizon carries on with their specialist work is greatly valued. So please do consider helping, be it with a cake stall or a "genes/jeans" day at school...as they say - every little helps!

Many thanks to you all for everything you do, your commitment and the work and enthusiasm in all you undertaken.

As already mentioned we cannot let this annual meeting pass without a special mention and thanks to all our wonderful Adult and Student volunteers but our thanks to their parents and the relevant School Teachers who help, so ably, to provide transport for our volunteers to and from our sporting classes. By providing your valuable time, commitment and fantastic support in the various roles you undertake and in the day to day helping of Horizon Sports Club classes themselves it is greatly appreciated. Horizon Sports Club would simply not be able to function or could exist with the offer the sporting opportunities it does without your assistance and valued support. Thank you.

As previously mentioned, it has been a very difficult time for Horizon Sports Club during this second pandemic year, not only with the various rules and restrictions we had to observe as we exited the pandemic, but our inability to do a lot of fundraising with all the various rules that were in place and of course ensuring everyone was safe. But as previously mentioned we have put into place teams to assist with fund raising and I cannot emphasise enough this is an area we really must focus on to ensure that Horizon Sports Club is here for the future and for the special young people we are so happy to help and see blossom and achieve. As was stated last year, we do need to raise in excess of £40,000 just to keep the Club ticking over, this goes to keep our costs to you our members down and as has already been said our fees have not increased for a number of years, pay for the venue hire, equipment, our Operations Manager, our Coaches fees, insurances and all our other expenses. Fund raising does not stop with our funding bids, so anything you might be able to do, be it any fundraising event, with family, friends or your business colleagues, we would be extremely happy to help with any support we can. Remember to help in a small way why not consider joining the Horizon Supporters Club at a cost of £1 per week? Both Kirsty and Leanne have all the information on this and would be happy to supply it to you.

A BIG thank you to you, the parents and carers, of our special young people, for your continued commitment, support, enthusiasm, and not to mention help in keeping Horizon Sports Club functioning in what has been a very challenging time for everyone.

I am sure that 2023 will be a different year for everyone in that we find ourselves being able again to take up more and more of the various interests we once had and that we all took very much for granted. My thanks for all your support.

We must also thank our partners, who have assisted with the provision of sporting venues in particular: Wycombe Abbey School, Wycombe Leisure

Centre; Beacon School; Highcrest Academy; John Hampden School and Wrights Meadow Community Centre.

As I mentioned last year, we now annually review our governance procedures and our policies, to ensure we were compliant and working along the guidelines set by the Charity Commission. We have updated our Financial Policy and also acknowledge our annual risk assessments. Unfortunately, as I said last year, it does not just stop there though. We have a lot of work still to do to ensure the club is running along the right guidelines and that we are up to date and compliant, and I will be bringing these policies and any updates, along with the annual risk assessments to every Annual General Meeting for ratification.

Thank you to those people and organisations who have supported us financially this year with their kind donations. We could not function without these donations and of course our fund raising.

As I said at the start of my report that it was one of many thank you with that it brings me to the end of my report for 2022.

## **Lesley Clarke OBE FRSA - Chairman Horizon Sports Club**

### **Report on Volunteers from Roger Pantridge – Trustee for Volunteers**

#### **Horizon Sports Club AGM 13 December 2022**

Throughout this year we have gradually been able to open up more of our classes and to start new ones due to the proactive work of our Operations Manager, Kirsty Middleton. This has been accompanied by the ongoing need for new volunteers to work alongside our members. Recruiting in the middle phase of the school/college year has been very challenging and we must acknowledge the significant stress experienced by Kirsty, our coaches and the existing loyal volunteers on a week to week basis.

We did succeed in growing and maintaining our classes up to the end of the school year in July and laid the foundation for recruiting from September onwards. It has been encouraging to have the support of Heads of Year in many of our supportive schools. They have circulated details of the wonderful volunteering opportunities that Horizon offers. The new recruiting flyers have proved to be very useful – summarising the needs and the opportunities. These have been used in the schools either on personal visits or by email/schools intranet messaging.

I had some very encouraging visits to local secondary schools where I delivered assemblies about Horizon. One of the most successful was to St Michael's Catholic School which we had not been able to visit for some time. We have maintained good contact with our historic partners – Wycombe High School, Royal Grammar School, and John Hampden School. Other contacts have been established with Highcrest and Cressex School.

The overall result of the recruitment at the start of this school year has produced the volunteers that we need but we continue to try to recruit more so as to allow new members to join and to have a “reserve bank” of volunteers that can be called upon as the need arises.

It is important that our volunteers have training appropriate to the needs of our members and to our distinctive sports offer. We plan to deliver some training sessions in the first half of 2023. I will be working with Kirsty to deliver these.

I am looking forward to working with our Parent Trustee, Leanne Smith as we develop our recruiting strategy and programme in the future. My thanks go again to all our volunteers, both local students and adult volunteers, without whom we could not deliver our excellent provision. I would also record my thanks to Kirsty, our Operations Manager, for all her work during this year. She has been excellent in keeping in touch with our volunteers, our parents/carers, and our coaches.

Roger Pantridge

Trustee with responsibility for Volunteers

### Horizon Sports Club – Fundraising

Over the past 2 years very little fundraising had been achieved due to the restrictions and fallout of the pandemic. After I re-joined Horizon in March 2022 I undertook an online training course through the Clare Foundation to build up our knowledge of fundraising and bidding and try to lay down some principles that we should all adhere to when seeking funds.

During this year we worked hard to raise a bid to apply to The Postcode Lottery to help us grow Horizon by introducing new classes and some additional classes to offer more classes in swimming where we have a waiting list. Unfortunately the Postcode Lottery closed in October but will re-open in January 2023. We will then submit our bid.

We have been successful in a bid to LEAF and have been granted £4,950 and we await a reply from Ryklow for another £5,000 which we have put a bid. And to the Gosling Foundation for £5000.

Support from our parents, volunteers and supporters is still very much needed and Kirsty and Leanne have worked hard with our parents and families to raise funds via sponsorship feasts and encouraging membership of our supporter’s club. Also running raffles and other sales such as cakes and ice cream.

Gloria Pope – Honorary Secretary.

### **Financial Report Update:**



## **FINANCIAL CONTROLS POLICY**

### **Financial Records and Accounts**

1) Financial records must be kept so that:

The organisation meets its legal and other statutory obligations, such as Charity Acts, Her Majesty's Revenue & Customs and common law.

The Trustees have proper financial control of the organisation.

The organisation meets the contractual obligations and requirements of members.

2) The accounting records must include:

An analysis of each accounting transaction appearing on the bank accounts on appropriate accounting software.

3) Accounts must be drawn up at the end of each financial year within 3 months of the financial year end and presented to the next Annual General Meeting.

4) Prior to the start of each financial year, the Trustees will approve a budgeted income and expenditure account for the following year.

5) A report comparing actual income and expenditure with the budget should be presented to the Trustees every term or whenever meetings take place.

6) The AGM will appoint an appropriately qualified auditor/ independent examiner to audit or examine the accounts before presentation to the next AGM.

### **Banking**

1) The Charity will bank with HSBC Bank UK at its 1 Cornmarket Branch and accounts will be held in the name of Horizon Sports Club. The following accounts will be maintained:

Charity Account No 1 Horizon Sports Club Development Account

Charity Account No 2 Horizon Sports Club Supporters Club Account

Charity Account No 1 Horizon Sports Club Current Account

2) The Treasurer shall pay all routine invoices and bills by electronic banking.

3) The Charity will require the bank to provide statements every month and these will be reconciled with the accounting records at least every three months.

4) The Charity will not use any other bank or financial institution or use overdraft facilities or loan without the agreement of the Trustees.

### **Income**

- 1) All monies received will be recorded promptly in the accounting software and banked without delay.
- 2) Any refunds must be agreed by at least 2 Trustees.

### **Payments (expenditure)**

1) The aim is to ensure that all expenditure is on the Charity's business and is properly authorised and that this can be demonstrated. The latest approved budget provides the Treasurer with authority to spend up to the budgeted expenditure, not beyond it. Any unbudgeted items or extraordinary requests must be authorised by the Chairman in discussion with the Treasurer and subsequent payment confirmed by email.

2) The Treasurer will be responsible for the electronic banking. It must be ensured that PCs and laptops are up to date with antivirus and firewall software, with all passwords and pins kept secret. Public wifi should be avoided.

3) The Treasurer will be responsible for holding any cheque books (including unused and partly used cheque books) which should be kept under lock and key. Blank cheques will never be signed.

4) Every payment out of the Charity's bank accounts will be referenced and evidenced by an original invoice (never against a supplier's statement or final demand). That original invoice will be retained by the Charity and filed.

5) The only exceptions to payments not being supported by an original invoice are items such as advanced booking fees for a future course, deposit for a venue, etc. Here a payment printout will be used and kept.

- 6) All staff appointments/departures will be authorised by the Trustees, minuting the dates and salary level. Similarly, all changes in hours and variable payments such as overtime, etc, will be authorised by two Trustees.
- 7) Where Staff or Contractors are used, a formal arrangement shall be in place ie an agreed contract.
- 8) Where staff are employed, there will be a clear trail to show the authority and reason for every payment of wages and salaries; which will be paid within the PAYE and National Insurance regulations.
- 9) Where Contractors are employed, every payment will be referenced and evidenced by an original invoice all as above.
- 10) Expenses / allowances. Horizon Sports Club will, if asked, reimburse expenditure paid for personally by staff, Contractors and Trustees, providing: Fares are evidenced by tickets.
- 11) The Treasurer shall pay all routine invoices and bills by electronic banking. Any items over £25 must be authorised by the Chairman and subsequent payment confirmed by email. Where cheques are used, they will be signed by 2 approved Trustees.
- 12) All other expenditure is evidenced by original receipts.
- 13) Car mileage is based on local authority scales.
- 14) No cheque signatory signs for the payment of expenses to themselves

Further the Annual signed accounts have been sent to all Trustees.

**Jan Graves Treasurer**

**Horizon Sports Club**  
(Registered Charity Number 1093897)

**Income and Expenditure Account for the year ending August 31, 2022**

	2022	2021
<b>Income</b>		
Fees	£11,475.00	£3,965.00
Donations and fund raising	£14,170.52	£8,527.73
Grants	£5,000.00	£5,000.00
Membership fees	£6,925.00	£2,370.00
T-shirts etc		£0.00
Interest on Building Society Account	£16.55	£7.44
<b>Total receipts</b>	<b>£37,587.07</b>	<b>£19,870.17</b>
<b>Expenditure</b>		
Facilities hire	£9,064.10	£3,654.80
Coaching & volunteer courses	£300.00	£0.00
Coaching fees	£13,560.00	£10,184.86
Subscriptions	£140.00	£100.00
Insurance	£1,947.47	£1,452.24
Equipment and maintenance	£0.00	£176.72
T-shirts etc	£411.00	£0.00
Printing and stationary	£118.58	£44.49
Office equipment/telephone	£115.00	£5.00
PR & advertising	£759.00	£634.00
Consultancy	£0.00	£0.00
Administration costs	£2,500.00	£15,000.00
Salaries	£27,528.70	£0.00
Events	£0.00	£0.00
Prize, gifts etc	£36.01	£0.00
Miscellaneous costs	£60.00	£0.00
Bank charges	£40.80	£0.00
<b>Total payments</b>	<b>£56,580.66</b>	<b>£31,252.11</b>
 Surplus of Income over Expenditure	 -£18,993.59	 -£11,381.94

**Balance Sheet as at August 31, 2022**

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Development Account	£48,618.19	£62,102.80
	<u>£50,363.82</u>	<u>£69,250.80</u>
<b>Liabilities</b> Creditors	£2,009.16	£1,902.55
<b>Assets less liabilities</b>	<u>£48,354.66</u>	<u>£67,348.25</u>
<b>Represented by accumulated fund</b>		
Balance at 1 September	£67,348.25	£78,730.19
Surplus of income over expenditure	-£18,993.59	-£11,381.94
	<u>£48,354.66</u>	<u>£67,348.25</u>

I have examined the books and records of Horizon Sports Club for the year ended 31 August 2022 and confirm that the accounts are in accordance with those books and records, I have received all information and explanations necessary from the Charity Treasurer in order to support my examination and opinion.

*[Signature]*  
CJ Wise ACA, Independent Examiner

Date 25 November 2022

*[Signature]*  
JE Graves, Treasurer

Date 25 November 2022

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I have examined the books and records of Horizon Sports Club for the year ended 31 August 2022 and confirm that the accounts are in accordance with those books and records, I have received all information and explanations necessary from the Charity Treasurer in order to support my examination and opinion.

*[Signature]*  
CJ Wise ACA, Independent Examiner

Date 25 November 2022

*[Signature]*  
JE Graves, Treasurer

Date 25 November 2022