



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 10 2020	To	30 09 2021

01

Section A

Reference and administration details

Charity name

Copeland Amateur Swimming Club

Other names charity is known by

Registered charity number (if any) 1103769

Charity's principal address

18 Maple Grove

Whitehaven

Cumbria

Postcode

CA28 8BE

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mark Holliday	Treasurer		
2	John Conery	Chair		
3	Jamie Jardine			
4	Allyson Quayle			
5	Matthew Makin	Membership Secretary		
6	Matthew Hinde			
7	Elaine Amor	Welfare Officer		
8	Richard Quayle			
9	John Freestone			
10	Catherine Conery	Vice-Chair		
11	Julie Williamson	Head-Coach		
12	Paul Enright			
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Elected annually and the Club AGM

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

All cash monies received are recorded independently to the treasurer and carbon copied into the cash receipts book.
The membership secretary verifies that all members are paying the correct squad fees and that all required membership subscriptions to the governing body are paid at the correct level of competition. These fees are now paid by repeat standing orders in the majority of cases.
The validation of online payments and receipts are verified through segregation of duties and independently assessed.
Each month the financial report is verified to the monthly bank statement and issued to the committee for review.
Risk assessments are completed before each competition. Issues concerning pool and spectator safety are discussed with the pool staff and the county ASA as required.
Fundraising and charity work is a standing agenda item each month and proceeds recorded appropriately.
All named roles have a job description that have been issued to the role holder and agreed.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The promotion of community participation in healthy recreation in particular by the provision of facilities and financial assistance for those who need it for them to take part in the sport of swimming.

Provision of structured and guided swimming sessions for young swimmers along with swimming tuition for non-swimmers and beginners. A range of sessions are provided for a broad range of abilities. Land training sessions are also offered to enhance the stamina of swimmers. Charity work continues to be a standing agenda item. This will continue.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

All activities are managed by volunteers and parents with appropriate child protection checks are encouraged to offer time to the club at all opportunities.
Increasing number of volunteers to enable the club to run level 4 galas and fulfil our requirements for supporting county galas.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

Copeland Amateur Swimming Club continue to be an accredited SwimMark Club. SwimMark demonstrates the club has a strong governance framework and represents years of hard work from a dedicated few.

Work will continue to maintain this accreditation.

In the last year the club has been impacted by the COVID-19 pandemic with minimal competition being possible. Despite this the club has endeavoured to keep in touch with swimmers and representatives ahead of reduction in restrictions.

In line with the national road map post COVID-19 the club is looking forward to resuming competitive competitions in the coming year and is now back in full training patterns with a further plan to improve our coaching provision in the coming months.

In the coming year the club will: -

Resume training and competitive swimming post COVID

Continue to provide a safe place for our members to improve their swimming skills and ability.

Section E

Financial review

Brief statement of the charity's policy on reserves

Reserves are held in cases of issues regarding membership payments to cover the cost of pool fees and ASA Membership. Reserves have not been used this year and are not planned to be used in the coming years budget provision.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Fundraising is the main source of club funds, after fees. Fundraising is required to enable the club to provide training equipment and services and also enter club competitions rather than charge swimmers for entry.

Section F

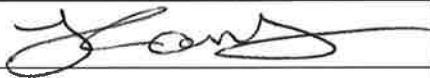
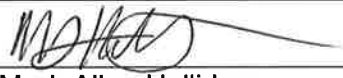
Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	John Paul Conery	Mark Allan Holliday
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	20/07/2022	

Current Account Balances
Brought forward because
statement balanced 01/10/20

£ 20,277.82
£ 417.02
£ 20,694.84
£ 20,277.82

Bank Balance

Charity Number 1103769

Reserve Account
Opening

£10,940.10

Oct in	£ 1,989.00	£ 22,098.27	£ 1,820.45
Oct out	£ 168.55		
Nov in	£ 2,415.80	£ 18,274.07	
Nov out	£ 6,240.00		-£ 3,824.20
Dec In	£ 1,888.01	£ 19,369.38	
Dec out	£ 792.70		£ 1,095.31
Jan In	£ 2,328.46	£ 14,798.86	
Jan Out	£ 6,898.98		-£ 4,570.52
Feb in	£ 918.01	£ 15,716.87	
Feb out			£ 918.01
March in	£ 919.01	£ 16,635.88	
March out			£ 919.01
April in	£ 1,863.51	£ 18,179.40	
April out	£ 319.99		£ 1,543.52
May in	£ 2,699.91	£ 18,624.11	
May out	£ 2,255.20		£ 444.71
June in	£ 2,777.01	£ 20,998.17	
June out	£ 402.95		£ 2,374.06
July in	£ 4,682.67	£ 21,656.09	
July out	£ 4,024.75		£ 657.92
August in	£ 5,826.88	£ 21,562.08	
August out	£ 5,920.89		-£ 94.01
September in	£ 3,215.00	£ 20,886.63	
September out	£ 3,890.45		-£ 675.45

Interest October	£0.09	£10,940.19
Interest November	£0.09	£10,940.28
Interest December	£0.09	£10,940.37
Interest January	£0.09	£10,940.46
Interest February	£0.08	£10,940.54
Interest March	£0.10	£10,940.64
Interest April	£0.09	£10,940.73
Interest May	£0.08	£10,940.81
Interest June	£0.10	£10,940.91
Interest July	£0.09	£10,941.00
Interest August		£10,941.00
Interest September		£10,941.00

Current £10,941.00

Total Income	£31,523.27
Total Outgoing	£30,914.46
Variance	£608.81

Closing Bank Balance Main	£ 20,886.63
Closing Bank Balance Reserve	£ 10,941.00
Closing Balance	£ 31,827.63

Year End Variance £608.81

Date	Deposit Reference	Subscriptions	Pool Hire	Land Training	Coaching Services	Club Gear	Gala Pool Hire	General Income inc. Fund Raising	Bus Charges	ASA Memberships	Gift Aid	Trophies and Gala Equipment	Coaches Budget	Blocks Project	R&R	Misc/Contingency	Gala Entry	TOTAL	Month Total	Month	Paper Receipt
Various	Standing Orders - October	£ 1,989.00																£ 1,989.00	£ 1,989.00	October	
Various	Standing Orders - November	£ 1,929.00																£ 1,929.00			
10/11/2020	Land Training - 101612			£ 211.80														£ 211.80	£ 2,415.80	November	
23/11/2020	Sunderland Refund																£ 275.00	£ 2,750.00			
Various	Standing Orders - December	£ 1,888.01																£ 1,888.01	£ 1,888.01	December	
Various	Standing Orders - January	£ 1,457.01																£ 1,457.01	£ 2,328.46	January	
15/01/2021	Blocks Project						£ 871.45											£ 871.45			
Various	Standing Orders - February	918.01																£ 918.01	£ 918.01	February	
Various	Standing Orders - March	919.01																£ 919.01	£ 919.01	March	
Various	Standing Orders - April	1,613.51																£ 1,613.51	£ 1,863.51	April	
15/04/2021	Swim Mark Registration Payment								£ 250.00									£ 250.00			
Various	Standing Orders - May	£ 2,177.01																£ 2,177.01			
17/05/2021	Club Gear - Caps - 101614 income folder					£ 369.50												£ 369.50	£ 2,699.91	May	
17/05/2021	Land Training - 101615			£ 148.40														£ 148.40			
24/05/2021	Amazon Smile							£ 5.00										£ 5.00			
Various	Standing Orders - June	£ 2,577.01																£ 2,577.01	£ 2,777.01	June	
28/06/2021	Donation - CAF							£ 200.00										£ 200.00			
Various	Standing Orders - July	£ 2,826.00																£ 2,826.00			
7&8 July	4off Festival of Swimming Entries - Conery, Makin, Enright, Quayle. BACS In Festival of swimming cash entries - JC43 - PI101616																£ 232.00	£ 232.00			2020/003 JC43
14/07/2021	Easy Fundraising - 001 Letter - PI101617							£ 41.07										£ 176.00	£ 176.00		2020/005
14/07/2021	Misc Cash - JC45 - PI01618	£ 3.00															£ 9.00	£ 12.00	£ 4,682.67	July	2020/004
14/07/2021	Gear Sales - JC44 - PI101619					£ 554.60												£ 554.60			2020/006
15/07/2021	Jo Starkey - Fundraising Bungee Jump							£ 805.00										£ 805.00			
15/07/2021	Corrina Martindale - Cap BACS					£ 15.00												£ 15.00			
28/07/2021	Misc Income - XFER															£ 16.00		£ 16.00			
29/07/2021	Johnston - Cap BACS					£ 5.00												£ 5.00			
Various	Standing Orders - July	£ 2,791.00																£ 2,791.00			
09/08/2021	Festival of Swimming Refunds																£ 40.00	£ 40.00			
Various	Presidents Gala BACS Transfers (See Presidents Gala Tab/Page)																£ 280.00	£ 280.00			
17/08/2021	BBQ Takings - PI101620							£ 311.38										£ 311.38	£ 5,826.88	August	
26/08/2021	Land Training - PI101621			£ 163.50														£ 163.50			
26/08/2021	Presidents Gala Cash/Cheque Entries- PI101622																£ 1,241.00	£ 1,241.00			
31/08/2021	Income-Charity Donation - Sellafeld							£ 1,000.00										£ 1,000.00			
Various	Standing Orders - September	£ 2,880.00																£ 2,880.00			
13/09/2021	Swim North West															£ 300.00		£ 300.00			
17/09/2021	Extra President Entries (See presidents gala tab)																£ 10.00	£ 10.00			
20/09/2021	Extra President Entries (See presidents gala tab)																£ 25.00	£ 25.00			
		£23,967.57	£0.00	£523.70	£0.00	£944.10	£0.00	£3,233.90	£0.00	£250.00	£0.00	£0.00	£0.00	£0.00	£0.00	£316.00	£2,288.00	£ 31,523.27	£ 31,523.27		

Date	Cheque No.	Acc Ref	To Whom	Subscriptions	Pool Hire	Land Training	Coaching Services	Club Gear	Gala Pool Hire	General Income Inc. Fund Raising	Bus Charges	Swim England Memberships	Gift Aid	Trophies and Gala Equipment	Coaches Budget	Blocks Project	R&R	Misc/Contingency	Gala Entry	TOTAL	Monthly Total	Month	Paper Receipts
07/10/2020	BACS - Swim England		Swim England Fees									£ 168.55								£ 168.55	£ 168.55	October	
02/11/2020	BACS - GLL Sept		Sept Fees - GLL		£ 1,000.00															£ 1,000.00			
03/11/2020	BACS - GLL Sept		Sept Fees - GLL		£ 1,000.00															£ 1,000.00			
04/11/2020	BACS - GLL Sept		Sept Fees - GLL		£ 720.00															£ 720.00			
23/11/2020	BACS - GLL Oct		Oct Fees - GLL		£ 1,000.00															£ 1,000.00	£6,240.00	November	
24/11/2020	BACS - GLL Oct		Oct Fees - GLL		£ 1,000.00															£ 1,000.00			
25/11/2020	BACS - GLL Oct		Oct Fees - GLL		£ 1,000.00															£ 1,000.00			
26/11/2020	BACS - GLL Oct		Oct Fees - GLL		£ 520.00															£ 520.00			
09/12/2020	BACS - Club Gear		Birtles - Caps					£ 390.00												£ 390.00			
10/12/2020	BACS - Refund		Pirie Membership Refund	£ 342.00																£ 342.00			
11/12/2020	BACS - Swim England		Swim England Fees									£ 23.00								£ 23.00	£ 792.70	December	
21/12/2020	BACS - Misc Selection Boxes		John Conery - Refunded															£ 37.70		£ 37.70			
13/01/2021	BACS - Misc - WebSite		Fasthosts															£ 25.18		£ 25.18			
15/01/2021	BACS - Swim England - Annual Membership		Swim England Fees									£ 3,333.80								£ 3,333.80			
18/01/2021	BACS - Training		Fin Quayle Training Course												£ 20.00					£ 20.00	£ 6,898.98	January	
21/01/2021	BACS - GLL Dec		Dec Fees - GLL		£ 1,000.00															£ 1,000.00			
22/01/2021	BACS - GLL Dec		Dec Fees - GLL		£ 1,000.00															£ 1,000.00			
25/01/2021	BACS - GLL Dec		Dec Fees - GLL		£ 960.00															£ 960.00			
25/01/2021	BACS - GLL Nov		Nov Fees - GLL		£ 560.00															£ 560.00			
			February Outgoings - Zero																	£ -		February	
			March Outgoings - Zero																	£ -		March	
20/04/2021	BACS Misc Microsoft Renewal		Microsoft Office Annual Renewal															£ 79.99		£ 79.99	£ 319.99	April	
22/04/2021	Land Training April 21		Land Training			£ 240.00														£ 240.00			
04/05/2021	BACS-Swim England 4-5-21		Swim England Fees									£ 15.20								£ 15.20			
10/05/2021	GLL-April 21		April Fees - GLL		£ 1,000.00															£ 1,000.00	£ 2,255.20	May	
11/05/2021	GLL-April 21		April Fees - GLL		£ 1,000.00															£ 1,000.00			
12/05/2021	GLL-April 21		April Fees - GLL		£ 240.00															£ 240.00			
01-Jun	BACS-Swim England 01-06-21		Swim England Fees									£ 52.80								£ 52.80	£ 402.95	June	
08-Jun	BACS-Land Training June 21		Land Training			£ 210.00														£ 210.00			
21-Jun	BACS-Swim England 20-06-21		Swim England Fees									£ 140.15								£ 140.15			
02-Jul	GLL - May 21		May Fees - GLL		£ 1,000.00															£ 1,000.00			
05-Jul	GLL - May 21		May Fees - GLL		£ 561.20															£ 561.20			
05-Jul	GLL - May 21		May Fees - GLL		£ 1,000.00															£ 1,000.00			
05-Jul	GLL - May 21		May Fees - GLL		£ 1,000.00															£ 1,000.00			
07-Jul	Swim England - Ella Payne		Swim England Fees									£ 18.55								£ 18.55	£ 4,024.75	July	
08-Jul	BACS - Festival of Swimming		Festival of Swimming Entries																£ 408.00	£ 408.00			
15-Jul	Get Well Soon Gift - BACS - Misc		Get Well Soon Gift																£ 37.00	£ 37.00			
02-Aug	BACS-Swim England 02-08-21		Swim England Fees									£ 101.25								£ 101.25			
12-Aug	BACS-Land Training- August 2021		Land Training			£ 210.00														£ 210.00			
12-Aug	GLL-June 21		June Fees		£ 1,000.00															£ 1,000.00			
13-Aug	GLL-June 21		June Fees		£ 1,000.00															£ 1,000.00			
16-Aug	GLL-June 21		June Fees		£ 1,000.00															£ 1,000.00			
16-Aug	GLL-June 21		June Fees		£ 680.00															£ 680.00	£ 5,920.89	August	
16-Aug	BACS-Misc-BBQ Supplies		BBQ Supplies															£ 83.89		£ 83.89			
18-Aug	BACS-Club Gear-Club Bottles		Club Bottles					£ 261.00												£ 261.00			
23-Aug	BACS-Presidents Gala		Workington ASA Presidents gala inc. 3 Coach Pass@£10 each																£ 1,551.00	£ 1,551.00			
23-Aug	BACS-Swim England 23-08-21		Swim England Fees									£ 33.75								£ 33.75			
02-Sep	GLL - July 21		July Fees		£ 1,000.00															£ 1,000.00			
03-Sep	GLL - July 21		July Fees		£ 1,000.00															£ 1,000.00			
06-Sep	GLL - July 21		July Fees		£ 1,000.00															£ 1,000.00			
06-Sep	GLL - July 21		July Fees		£ 640.00															£ 640.00			
06-Sep	BACS-Misc-Podium Paint		Paint for Copeland Podiums. BACS transfer											36.46						£ 36.46	£ 3,890.45	September	
17-Sep	BACS-Presidents Gala		Additional Entries																35.00	£ 35.00			
20-Sep	BACS-Swim England- 20-09-21		Swim England Fees									35.00								£ 35.00			
29-Sep	BACS-Misc-Card Reader		Contactless Card Reader																143.99	£ 143.99			
				£342.00	£22,881.20	£660.00	£0.00	£651.00	£0.00	£0.00	£0.00	£3,922.05	£0.00	£36.46	£20.00	£0.00	£0.00	£407.75	£1,994.00	£30,914.46	30,914.46		

Total Income	£31,523	£417	£30,914	£0	Total Expenditure
Income	Income YTD	Forecast	Outgoing YTD	Forecast	Commentary
Subscriptions	£23,968		£342		
Pool Hire	£0		£22,881		
Land Training	£524		£660		
Coaching Services	£0		£0		
Club Gear	£944		£651		
Gala Pool Hire	£0		£0		
General Income inc. Fund Raising	£3,234		£0		
Bus Charges	£0		£0		
ASA Memberships	£250		£3,922		
Gift Aid	£0		£0		
Trophies and Gala Equipment	£0		£36		
Coaches Budget	£0		£20		
Blocks Project	£0		£0		
R&R	£0		£0		
Misc/Contingency	£316		£408		
Gala Entry	£2,288		£1,994		
Cash Held	£417	£417			

Opening Balance

Closing Balance



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name:
Copeland Amateur Swimming Club

On accounts for the year ended

30/09/2021

Charity no
(if any)

1103769

Set out on pages

1-3

(remember to include the page numbers of additional sheets)

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

M Kelly

Date:

20-7-2022

Name:

Mary Kelly

Relevant professional qualification(s) or body (if any):

Retired Bank Manager

Address:

31A LOOP ROAD SOUTH
WHITEHAVEN, CUMBRIA
CA28 7SD

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.

