

# **SHOTWICK LAKE SAILING**

(A company limited by guarantee)

## **ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2020**

## **Report of the Trustees for the year ended 31<sup>st</sup> December 2020**

### **Administrative Details**

Charity Name: Shotwick Lake Sailing

Charity Registration Number: 1110888

Company Registration Number: 5364039

Company Registered Address: 16 Hallfield Close  
Cornist  
Flint  
Flintshire CH6 5HL

Trustees/Directors:

Timothy Bowden –Commodore  
Jeremy Cooper – Vice Commodore  
William Duffield - Treasurer  
George Anthony Forster - trustee  
Ronald King - trustee  
Mark Heaton – trustee  
Leslie Perry - trustee

Bank: Lloyds TSB, Foregate Street, Chester

### **Structure, Governance and Management**

Shotwick Lake Sailing is operated according to its memorandum and articles, as a company limited by guarantee and is a registered charity. The trustees (directors) were elected to office at an annual general meeting of the company on 18<sup>th</sup> February 2020. All financial, health & safety and long-term planning decisions are taken by the directors.

Training of directors has been by liaison with Flintshire Local Voluntary Council and self study of literature from Companies House & the Charity Commission. Most have extensive experience of managing a sailing club, being long standing members.

This has been the thirty seventh year of sailing at Shotwick Lake and the fifteenth full year operating as the independent sailing club, Shotwick Lake Sailing.

### **Objectives and Activities**

The objective of the club is the promotion of community participation in healthy recreation by the provision of facilities for sailing and associated water sports. Anyone who wishes to take part in sailing or other associated water sport activity should have the opportunity to do so.

The Club has been impacted significantly due to Covid 19 restrictions from March 2020 onwards, particularly since the club is located in Wales but also draws a significant number of its members from the Wirral and Cheshire that are in England.

Depending upon Government Restrictions in force and the recommendations of RYA Cymru Wales (our sport governing body) activity has sometimes been suspended completely or open for recreational activity only. During 2020 competitive dinghy racing has only been held on a limited number of weekends in accordance with the regulations and guidance applicable at that time.

Unfortunately, due to the restrictions we have only been able to hold one open meeting for the Solo class. We have not been able to run any RYA training sessions or Discover Sailing sessions. Activity has been limited to members only from late March 2020.

The 'Permit Groups' including Sea Cadets and Scout Groups have not used the facilities during 2020.

The Club house has not been open and the Galley has not been operational since March 2020 due to the Covid restrictions.

During 2020, Tony Forster, one of our longstanding members, was awarded a National Lifetime Commitment Award by the RYA (Royal Yachting Association) for working as a volunteer for over 30 years at the club.

## **Membership**

In 2020 the membership remained stable at around 133 The membership is mainly from the Flintshire, Wirral, Chester and West Cheshire areas, with some members from as far as Shropshire.

Our membership has supported us through the pandemic, and we have lost very few members during 2020 (down from 140 in 2019).

At the Committee meeting in December 2020 it was agreed an optional reduction in membership fees would be available to members in 2021 if they were members in 2020 when full use of the facilities was not available to them.

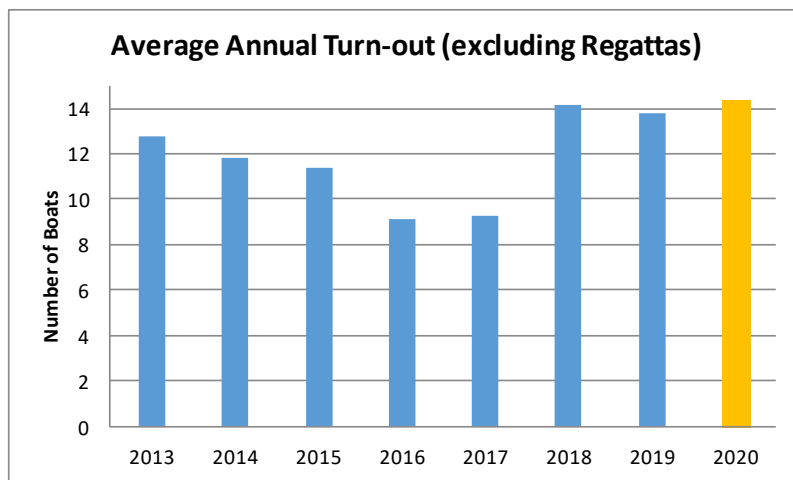
## **Dinghy Racing**

The season started well with the Brass Monkey Open Handicap Series, the first few races of the Early Spring Series and a very successful Solo Open Meeting before all sailing was suspended due to the first lockdown at the end of March.

The dinghy racing programme was then significantly curtailed with limited racing only possible during August and September.

The racing that has taken place socially distanced, has involved a single Race officer, Covid Supervisor and a Safety boat helm and crew from the same household.

However, whenever racing did take place it was very well supported with many members keen to get back on the water. Racing was restricted to a total of thirty people (including officials) and this was reached on more than one occasion including the Autumn Regatta that was held for club members only.



The 2021 Racing Programme is proposed to follow a similar format to previous years. The proposed programme is published on the club web site. This may need to be modified depending on the restrictions / guidance that will be in place at that time.

We have not published our dutyman system for the selection of race duties until we have a clearer understanding of the Covid 19 restrictions / guidance that will be in place at that time.

## **RYA Training**

Shotwick Lake Sailing retained its RYA Recognised Training Centre status which allows us to offer RYA Level 1, Level 2, Level 3, Seamanship Skills, Use of Spinnakers, Youth Levels 1 to 4, Powerboat Level 1 & 2, Safety Boat and Start Racing together with Start Windsurfing and shore-based navigation courses.

Due to the pandemic we have run no RYA training in 2020.

We have decided not to publish our 2021 training programme and take bookings until the restrictions / guidance ease to the extent that our training can re-commence safely.

## **Estates**

On the maintenance side, we can report that our fixed property assets continue to be maintained. We have only been able to arrange one socially distance work party, utilising volunteers from the membership. Other essential maintenance has continued to be carried out by Committee members during periods of closure to prevent deterioration of the club's assets and so that when restrictions are lifted the delay before the club is opened is minimised.

During 2020 the 'weed' at the lake has continued to be an issue and we had intended to take some initial actions in early 2021. Due to the current pandemic the Committee consider that financial expenditure on this during a period of uncertainty could not be justified. This will be reviewed again later in 2021.

## **Financial Review 2020**

Membership fees were generally paid prior to Covid 19 restrictions in March but with a slightly lower overall membership and the income from membership fell by approximately £1500.00.

There was no income from the Galley or RYA training so our income excluding grants fell by £6500.00

The capital expenditure has been restricted to only essential items and some revenue costs have fallen due to the club being closed resulting in our overall expenditure falling by £7000.00 this give a balanced budget excluding grants.

We have been fortunate to receive a government grant of £10,000.00 due to the pandemic resulting in a surplus for 2020.

The surplus from 2020 will be used to provide resilience over the next few years as Covid 19 restrictions are lifted and we understand the impact on our income from all sources. In the meantime, our approach will be to be prudent with future expenditure.

## **Independent Examiners Report**

Due to the pandemic we have not been able to arrange the independent examination of our 2020 accounts at the time of the 2021 AGM.

Our accounts do not need to be submitted to the Charities Commission or Companies House until Sept 2021 (9 months after the end of our financial year).  
In previous years we have submitted the accounts by March each year.

We are anticipating that the Covid 19 restrictions will be eased by August 2021 allowing the independent examination to take place. If the examination is not possible, we will request an extension to the submission date.

**Shotwick Lake Sailing Club**  
**Statement of Financial Activities for the year ended 31st December 2020**

<b>Incoming Resources</b>	<b>note</b>	<b>2020</b>	<b>2019</b>
Donations		25	-
Subscriptions (basic membership)	6	9,550	9,121
Subscriptions (specific activity/permits)		7,275	9,169
HM customs & Revenue (gift aid refund)	7	2,204	1,873
Training Courses		375	3,148
Grants	8	11,103	-
Bank Interest		3	2
Race entry fees		300	791
Social events & refreshments 'profit'	9	52	1,092
Miscellaneous income		100	920
RNLI collection by members		-	-
Boat Loan		-	228
<b>Total Incoming resources</b>		<b>30,988</b>	<b>26,344</b>
<b>Resources Expended</b>			
Lake Purchase Legal Fees		0	0
Training Costs		£227.47	653
Insurances		£2,675.84	2674
Club equipment maintenance (general)		£3,735.08	7426
Clubhouse warden/cleaner		£4,097.54	4226
Safety boat fuel		£148.41	509
Safety boat maintenance/service	10	£0.00	977
Membership awards & race prizes		£399.14	910
Publicity		0	0
RYA/WYA affiliation		£330.00	320
Instructor training		£0.00	475
Administration		£872.50	1006
Bank charges		£81.25	97
Water supply & effluent removal	11	£851.48	1272
Safety Inspections (electrical/gas and fire)		£60.00	592
RNLI payment of collected money		£0.00	0
Electricity costs	12	£788.68	1060
Gas costs	12	£52.00	208
Fun Day		£18.36	0
Depreciation	3b	£924.07	924
<b>Total resources expended</b>		<b>15,262</b>	<b>23,330</b>
<b><u>Net incoming-expended resources</u></b>	<b>14</b>	<b><u>15,726</u></b>	<b><u>3,014</u></b>

**BALANCE SHEET as at 31st December 2020**

	notes	2020	2019
<b>Fixed Assets:</b>			
Tangible Assets:	3a	48,424	49,348
Investments:			
<b>Current Assets:</b>			
Bank (deposit )		9,560	4,557
(current)		38,081	26,508
Commodores A/C		-	-
Cash in hand		185	185
Galley		179	179
		<u>48,005</u>	<u>31,429</u>
<b>Creditors:</b> amounts falling due within one year	4	-	-
<b>Liabilities:</b>		193	226
<b>Net Current Assets:</b>		47,812	31,203
<b>Total Net Assets:</b>		<b>96,236</b>	<b>80,551</b>
<b>General Funds:</b>			
unrestricted		48,136	32,451
restricted	5	48,100	48,100
<b>Total:</b>		<b>96,236</b>	<b>80,551</b>

The trustee directors are satisfied that for the year ended 31st December 2020 the charity/company was entitled to exemption from audit under section 477(2) of the Companies Act 2006.


Members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The trustee directors acknowledge their responsibility for:

i. ensuring the company keeps accounting records which comply with section 386 of the Companies Act 2006; and

ii. preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and of its profit or loss for the financial year, in accordance with the requirements of section 393 of the Companies Act 2006, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as is applicable to the company. These accounts have been delivered in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the trustee directors by distribution of these accounts to the aforementioned on 30th January 2021

Accounts prepared by: William Duffield,  Company Treasurer

Examined by: , Member Shotwick Lake Sailing Club



**Notes to the Accounts for Year Ended 31st December 2020**

**1 Accounting Policies**

**Accounting Convention**

The accounts have been prepared under the historical cost convention. In preparing the accounts the charity has been guided by the best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2015).

**2 Taxation**

As a registered sports charity, the company has been advised that it is not eligible to register for VAT and is not subject to UK corporation tax. All expenditure presented is inclusive of VAT.

**3 Fixed Assets**

**a Tangible assets:**

Lake and buildings (at cost)	47,500
Outboard Engines X 2	924
Total Tangible Assets	<hr/> 48,424

**b Depreciation of assets:**

A linear, 7 year, depreciation has been used for all major equipment purchases.

**4 Creditors and Liabilities**

Deposits totalling £300 owed by the club at the year end and a small negative balance with Welsh Water are carried forward as is a outstanding payment from RYA Wales.

**5 Restricted funds**

Lake and buildings	47,500
Volvo eco challenge – rainwater collection system	<hr/> 600
	48,100

**6 Subscriptions**

Subscription income is split into basic membership (£73 for each adult member, £23 for juniors) and activity costs together with any berthing costs etc. Permit income (from sea scout groups etc) is included in this category. 'Gift aid' can be reclaimed from HM Revenues & Customs on the basic membership element of the subscriptions where the member has indicated compliance with the tax rules.

**7 Gift Aid Refund**

Claims were made to HM Revenues & Customs for 'gift aid' on the basic membership for 2019; A claim for 2020 memberships will be made in 2021.



**8 Grants**

Grants were received in year for the purchase of stand-up paddle boards and a small business grant (£10,000) for COVID-19 resilience.

**9 Social events & refreshments 'profit'**

Due to COVID-19 restrictions the galley has been closed.

**10 Safety Boat Maintenance**

The safety boats have only been used very lightly in 2020 and the engines were not serviced.

**11 Water Supply and Effluent Removal**

The cost of effluent removal reflected the lack of use of the club.

**12 Electricity and Gas Costs**

Monthly usage and costs were lower reflecting the lack of use of the club.

**13 Reserves Policy**

Due to the seasonal nature of the income and the 'out of season' expenditure, the treasurer and trustee directors have agreed that a minimum fund reserve of £4,500 is needed at year-end 2019 to cover the club running expenses during the winter period.

**14 Net incoming-expended resources**

Membership was generally paid prior to COVID-19 restrictions coming into place and has been largely unaffected this year (down £1,500). However total income excluding grants fell by £6,500, expenditure was restricted and fell by £7,000 to provide a balanced budget. The surplus from 2020 will be used to provide resilience over the next few years as COVID-19 restrictions are lifted.

## **Plans for Future Periods**

- Continued support for the North Wales Clubs Committee with regards to sharing and learning and development of sailing in North Wales.
- Be conservative with our finances until the impacts of the current pandemic are known.
- Racing programme published for 2021 season.
- Powerboat refresher sessions will be delivered once mixed household crews are allowed.
- Continue with the scheme which allows youngsters not owning their own dinghy to continue to sail at Shotwick Lake after completion of training. A boat loan scheme has been implemented for junior members.
- Continue Friday evening 'club night' with supported sailing once restrictions are lifted.
- We will continue to encourage members to become involved as volunteers to assist with the training and other support to the club.
- Continue to monitor and implement legislation regards child/vulnerable person protection measures.
- The development of sailing opportunities for sailors with a disability.
- Implement 'Discover Sailing' sessions to give opportunities to sail to non-members.

A handwritten signature in black ink, appearing to read 'Tim. Bowden', is written on a light grey rectangular background.

**Signed**

**(Commodore) 27 January 2021**

**Timothy Bowden**