



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## **Trustees' Annual Report for the period**

**From 5<sup>th</sup> March 2022 To 4th March 2023**

**Charity name: Seapoint Canoe Centre**

**Charity registration number: 1122984**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide the opportunity for as many people as possible to take up paddlesport, particularly children, young people and those with disabilities. We work closely with local schools and youth organisations as well as social services.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Seapoint Canoe Centre provides the opportunity for people of all ages to enter paddlesport and reach a high standard in this exciting sport. Safety is paramount in all that we do. We are inspected annually by British Canoeing which means all of our instructors and equipment reach the required levels for the health and safety requirements for the sport.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have full regard to the public benefit of the charity Seapoint Canoe Centre.

### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/a
Policy on social investment including program related investment	Para 1.38	
	Para 1.38	A body of over 10 British Canoeing qualified coaches are responsible for running all of our coaching sessions. At

Contribution made by volunteers		<p>present there are no full-time paid instructors. This means that those who coach love the sport and are dedicated to instructing others to all levels. Again, it is important that we work closely with the national body, British Canoeing, who are very supportive of the work being done at Seapoint.</p> <p>We also have a Hire Team made-up of 10 volunteers, some are paid.</p>
Other – New Centre		<p>In 2015 the Centre was granted planning permission to build a new centre.</p> <p>Phase 1 was completed in 2018 which was to build a pontoon to give easy access to the water for all, especially those with disabilities.</p> <p>Phase 2 is to build a compound by the pontoon for the storage of our boats and equipment.</p> <p>Phase 3 to complete the build.</p> <p>During this report period the local authority began works on a new leisure centre and housing which entailed the signing of a new lease for the current centre to move our operations nearby. The LA plans entailed significant alterations to Seapoint's building plans which have had to be put on hold until other issues, within the LA, are resolved.</p>

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>To achieve our aims we focus on:-</p> <ul style="list-style-type: none"> <li>- providing sessions for local primary and secondary schools as part of their school curriculum.</li> <li>- We also provided regular sessions for home schooling children to ensure they have regular physical activity;</li> <li>- providing sessions for scouts, guides, cadets, and other youth groups;</li> <li>- providing sessions for the disabled on a regular basis;</li> <li>- providing regular sessions for our members of all ages throughout the 12 months of the year. We never close;</li> <li>- providing paddlesport qualifications up to Level 1 British Canoeing coach;</li> <li>- providing trips around our coastline, and on rivers in the UK, Austria and France.</li> </ul>

### Additional information (optional)

You may choose to include further statements where relevant about:

--	--	--

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	During 2022, following the pandemic we were able to hold fund-raising events including a schools' bell-boat challenge with over a 100 children taking part. Our income from our Hire team also assists greatly.
Investment performance against objectives	Para 1.41	We continue to encourage our paddlers to develop their skills by using the new British Canoeing awards of Start, Discover and Explore before providing the new Coaching awards. We continue to increase our work with the disabled, both adults and children.
Other		The centre coaches have been sponsored by the Centre to go on level coach training courses as well as first aid and child protection courses.



## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity had another successful year of operation and received £20,000 in grants, £11,554 from boat hire and over £40,000 from coaching fees.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Our policy is to hold a minimum of 3 months operating costs as reserves.
Amount of reserves held	Para 1.22	There were £5,998 unrestricted funds. Restricted funds of £120,000 were for the building project.
Reasons for holding zero reserves	Para 1.22	N/a
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>The funds are raised from charging our paddlers for the coaching sessions they attend.</p> <p>A major source of income is school and youth groups.</p> <p>We also raise funds by hiring out boats on the canal.</p> <p>Running British Canoeing coaching qualifications also raises useful funds.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/a
A description of the principal risks facing the charity	Para 1.46	The Centre has policies for child and vulnerable adult protection. The Centre has policies for white water and sea kayaking as well as everyday procedures at the Centre
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Memorandum and Articles Incorporated.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Company limited by guarantee.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	By Existing Trustees.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	Affiliated to and a "Delivery Partner" for British Canoeing
Other		

## Reference and Administrative details

Charity name	Seapoint Canoe Centre
Other name the charity uses	
Registered charity number	1122984
Charity's principal address	Stoke House, Church Road, Ashford, Kent. TN23 1RD

### 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	Graham Smerdon	Chairman		
2	Kate Yeoman			
3	Tony Simcock			
4	James Cole			
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Corporate trustees – names of the directors at the date the report was approved

Director name		

### Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/a

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

--

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

--


## Other optional information

--

## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	James Peter Cole	
Position (eg Secretary, Chair, etc)	CHAIR (INTERIM)	
Date	02/12/2023.	



**Seapoint Canoe Centre**  
**Income and Expenditure for year ended 4 March 2023**

	2023	2023	2023	2022	2022	2022
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
<u>Income</u>	£	£	£	£	£	£
Coaching Sessions	7,400		7,400	40,299		40,299
Group/Award	11,862		11,862			
Courses	18,075		18,075	2,192		2,192
Boat hire	11,554		11,554	18,945		18,945
Club Income	3,350		3,350	3,450		3,450
Grants		20,000	20,000		18,096	18,096
Donations	1,040		1,040	44		44
Sale of equipment	1,885		1,885	1,278		1,278
Trips and other income	4,215		4,215	2,005		2,005
Paypal account	441		441			
Interest received ( saving acc)	114		114			
	<b>59,936</b>	<b>20,000</b>	<b>79,936</b> ✓	<b>68,212</b>	<b>18,096</b>	<b>86,308</b> ✓
less <u>Expenses</u>						
Restricted spending	-		-	-		-
Hire team Wages	6,361 ✓		6,361	10,381 ✓		10,381
Coaching Wages	20,146 ✓		20,146	11,970 ✓		11,970
Equipment,boats			-	3,435 ✓		3,435
British Canoe	1,116 ✓		1,116			
Pool Hier	2,715 ✓		2,715			-
Course refunds & expenses	1,114 ✓		1,114			-
Training & BC conferences	955 ✓		955			-
Insurance	4,356 ✓		4,356	4,135 ✓		4,135
Waste disposal/Cleaning	1,795 ✓		1,795	2,719 ✓		2,719
Consultancy fees			-	2,774 ✓		2,774
Book-keeping	1,958 ✓		1,958	2,489 ✓		2,489
Advertising/Licenses			-	555 ✓		555
Office	1,858 ✓		1,858	1,021 ✓		1,021
Maintenance	3,459 ✓		3,459	6,495 ✓		6,495
Travel and Meetings			-	170 ✓		170
Building Project	2,239 ✓		2,239			-
Administratior fees	6,538		6,538	3,368 ✓		3,368
Bank charges	1,374 ✓		1,374	975 ✓		975
Depreciation expense	2,592 ✓		2,592	6,295 ✓		6,295
	<b>58,576</b>	<b>-</b>	<b>58,576</b>	<b>56,781</b>	<b>-</b>	<b>56,781</b>
<b>Profit/Loss for year</b>	<b>1,360</b>	<b>20,000</b>	<b>21,360</b> ✓	<b>11,431</b>	<b>18,096</b>	<b>29,527</b> ✓
Transfer between funds	-88,217	88,217	0	3,435	-3,435	0
Funds b/f	92,679	46,221	138,900	77,813	31,560	109,373
<b>Total funds carried forward</b>	<b>5,822</b>	<b>154,438</b>	<b>160,260</b>	<b>92,679</b>	<b>46,221</b>	<b>138,900</b>

Accounts examined by P A Goodwin  
Retired Manager NatWest Bank  
Retired School Director of Finance  
Date:- 31/03/2023



**Seapoint Canoe Centre**  
**Balance Sheet at 4th March 2023**

	2023	2023	2023	2022	2022	2022
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
<b><u>Fixed Assets</u></b>						
Pontoon		17716		18,170		18,170
Buildings		6,912		7,200		7,200
Boats		8,112		9,773		9,773
Trailer		1,698		1887		1,887
	<u>0</u>	<u>34,438</u>	<u>34,438</u>	<u>37,030</u>	<u>0</u>	<u>37,030</u>
<b><u>Current Assets</u></b>						
Restricted funds	Current Acc	Saving Acc	0	Current Acc	Saving Acc	0
Cash at Bank	5,898	120,000		41,915	60,014	101,929
Prepayments			0			0
Debtors	100					
	<u>5,998</u>	<u>120,000</u>	<u>125,998</u>	<u>41,915</u>	<u>60,014</u>	<u>101,929</u>
<b><u>less Current Liabilities</u></b>						
Creditors	176			58		
			0			58
Net current assets	5,822	120,000	125,822✓	41,857	60,014	101,871✓
<b>Total net assets</b>	<u>5,822</u>	<u>154,438</u>	<u>160,260✓</u>	<u>78,886</u>	<u>60,014</u>	<u>138,901✓</u>
<b><u>Represented by</u></b>						
Unrestricted Assets	5,822		5,822	60,827		60,827
Restricted Fund		154,438	154,438		78,014	78,014
<b>Total assets</b>	<u>5,822</u>	<u>154,438</u>	<u>160,260</u>	<u>60,827</u>	<u>78,014</u>	<u>138,841</u>

For the year ending 4th March 2023 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476.

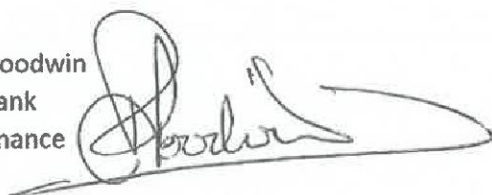
The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of the accounts.

These accounts have been prepared in accordance with the provisions applicable to the small companies regime.

The financial statements were approved by:

Date:

Accounts examined by P A Goodwin  
Retired Manager NatWest Bank  
Retired School Director of Finance  
Date:- 31/03/2023



Company number 6371496

**Seapoint Canoe Centre**  
**Registered Charity No. 6371496**

**Independent Examiner's Report to the trustees / members of Seapoint Canoe Centre, Hythe, Kent. Year ended 04 March 2023**

I report on the accounts for the year ended 4 March 2023 which are set out in the attached report. The accounts were prepared by the Treasurer, Ms L, Comerford

**Respective responsibilities of trustees and examiner.**

The Charity's trustees consider that an audit is not required for this year (under section 477 of the Companies Act 2006 (the Act) and that an independent examination is needed. It is my responsibility to:

Examine the accounts

To follow the procedures laid down in the General Directions given by the Charity Commission and

To state whether particular matters have come to my attention.

**Basis of independent examiner's report.**

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 of or disclosures in the accounts and seeking explanations from you as 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 the course of my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in, any material respect, the requirements:  
To keep accounting records in accordance with the Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2006 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.

Examiner: Philip Goodwin

Qualified by experience.

Retired Bank Manager, NatWest Bank, 30 years.

Former School Director of Finance, 10 years

31 March 2023

