

**ROYAL AIR FORCE  
SAILING ASSOCIATION**

**ANNUAL REPORT AND  
FINANCIAL STATEMENTS  
FOR  
THE YEAR ENDED  
31ST DECEMBER 2020**

**CHARITY REGISTRATION No: 1132197**

**COMPANY REGISTRATION No: 07030163**

Independent Examiners Ltd  
Unit 2  
The Broadbridge Business Centre  
Delling Lane  
Bosham  
Chichester  
PO18 8NF

**ANNUAL REPORT AND FINANCIAL STATEMENTS FOR  
ROYAL AIR FORCE SAILING ASSOCIATION  
(A COMPANY LIMITED BY GUARANTEE)**

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**ANNUAL REPORT AND FINANCIAL STATEMENTS FOR  
ROYAL AIR FORCE SAILING ASSOCIATION  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS  
FOR THE YEAR ENDED 31ST DECEMBER 2020**

**LEGAL AND ADMINISTRATIVE INFORMATION**

<b>CHARITY NUMBER</b>	1132197
<b>COMPANY REGISTRATION NUMBER</b>	7030163
<b>START OF FINANCIAL YEAR</b>	1st January 2020
<b>END OF FINANCIAL YEAR</b>	31st December 2020
<b>DIRECTORS DURING THE YEAR AND TO DATE</b>	<p>Catherine Coton  Alan Gillespie  Mark Hollis  Gillian Anne Burgess  John Edward Dodwell  Simon Kent  Duncan Cooper  Jorg Lobbedey  Carl Rich  Robert South</p> <p style="text-align: right;">Resigned 29/01/20</p> <p style="text-align: right;">Appointed 30/1/20</p> <p>The Chair is appointed by AOC 22 Trg Group RAF; other directors appointed at AGM.</p>
<b>COMPANY SECRETARY</b>	Wilsons (Company Secretaries) Limited
<b>REGISTERED ADDRESS</b>	<p>Alexandra House  St Johns Street  Salisbury  Wiltshire  SP1 2SB</p>
<b>DATE OF INCORPORATION</b>	25th September 2009
<b>GOVERNING DOCUMENT</b>	Memorandum and Articles of Association dated 14th October 2009
<b>BANKERS</b>	<p>Royal Bank of Scotland  Holt's Military Banking  200 Fowler Avenue  Fowler Business Park  Farnborough  Hampshire  GU14 7JP</p>
<b>INDEPENDENT EXAMINERS LTD</b>	<p>L M Tempest  Independent Examiners Ltd  Unit 2  The Broadbridge Business Centre  Delling Lane  Bosham  Chichester  PO18 8NF</p>
<b>OBJECTS</b>	<p>The objects for which the Charity is established (the "Objects") are to promote the effectiveness of Her Majesty's Armed Forces by increasing physical fitness, fostering the esprit de corps and raising morale of members of the Royal Air Force and other services in an inclusive and safe environment, through the promotion of participation and furthering its proper administration whilst enabling the provision of facilities for Sailing.</p>



**ANNUAL REPORT AND FINANCIAL STATEMENTS FOR  
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**REPORT OF THE DIRECTORS  
FOR THE YEAR ENDED 31ST DECEMBER 2020**

**OBJECTIVES AND ACTIVITIES**

The objects for which the Charity is established (the "Objects") are to promote the effectiveness of Her Majesty's Armed Forces by increasing physical fitness, fostering the esprit de corps and raising morale of members of the Royal Air Force and other services in an inclusive and safe environment, through the promotion of participation and furthering its proper administration whilst enabling the provision of facilities for Sailing.

The main activities are the provision of facilities, equipment and opportunities for offshore sailing, windsurfing, dinghy sailing and safety support.

The trustees have been mindful of the guidance issued by the Charities on public benefit.

It is acknowledged that sport in the RAF is delivered through the aegis of the Sports Associations and the willing, enthusiastic volunteers who undertake roles on the Executive Committees and in the associations. The delivery of RAF competition would not be possible without officials, all of whom are volunteers. The contribution in these roles is highly valued and much appreciated and recognised as a duty activity in Service policy documents.

**ACHIEVEMENTS AND PERFORMANCE**

Covid 19 restrictions and lockdowns significantly impacted all divisions. A small number of events were conducted, including the RAF Champs for dinghy and windsurfing; RAFSA Offshore was also able to compete under Covid restrictions for outdoor sports in the J109 Nationals, IRC Nationals and other events in Sep-Oct. These events, albeit limited in number, provided personal development opportunities for RAFSA members. Although the understandable reduced level of activity was unfortunate, especially with regard to NME, the equipment purchases and ongoing maintenance undertaken during 2020 should place the divisions in a positive position to return to full activity as restrictions are lifted.

**FINANCIAL REVIEW**

Whilst total funds dropped again this year this was as expected given how asset depreciation is being calculated. Although COVID 19 impacted training and associated revenue streams across all divisions, RAFSA finances remain in a stable condition, with required equipment maintenance and replacement continuing during this period. It is likely that larger equipment purchases (safety boat replacement) will be pursued in the near future, utilising the funds allocated for this; this will result in a continuing reduction of the RAFSA fund. The extent to which the fund is drawn down will need to be aligned with longer term RAF Sports Board and Central Fund's financial planning, however, this should not present any issues in the near to medium term.

**STATEMENT OF DIRECTOR'S RESPONSIBILITIES:**

The Charities Act and the Companies Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The Directors are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**ANNUAL REPORT AND FINANCIAL STATEMENTS FOR  
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**REPORT OF THE DIRECTORS (continued)  
FOR THE YEAR ENDED 31ST DECEMBER 2019**

**STATEMENT OF DIRECTOR'S RESPONSIBILITIES (continued)**

The directors are also responsible for the contents of the Report of the Directors, and the responsibility of the independent examiner in relation to the Report of the Directors is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

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

I approve the attached statement of financial activities and balance sheet for the year ended 31st December 2020, and confirm that I have made available all information necessary for its preparation.

Date: 25 SEPTEMBER 2021

Signature  Director

Print Name: J. CORBODEY



**ANNUAL REPORT AND FINANCIAL STATEMENTS FOR  
ROYAL AIR FORCE SAILING ASSOCIATION  
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**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31ST DECEMBER 2020**

Incorporating income and expenditure account

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
<b>INCOME</b>						
<b>Income from:</b>						
Charitable Activities	4(a)	13,346	50,155	77,129	140,630	167,755
Investments	4(b)	3,243	-	-	3,243	3,627
<b>TOTAL INCOME</b>		<b>16,589</b>	<b>50,155</b>	<b>77,129</b>	<b>143,873</b>	<b>171,382</b>
<b>EXPENDITURE</b>						
Expenditure on Charitable Activities	5	2,943	135,688	56,058	194,689	206,155
<b>TOTAL EXPENSES</b>		<b>2,943</b>	<b>135,688</b>	<b>56,058</b>	<b>194,689</b>	<b>206,155</b>
<b>NET INCOMING/ (OUTGOING)</b>		<b>13,646</b>	<b>(85,533)</b>	<b>21,071</b>	<b>(50,816)</b>	<b>(34,773)</b>
Unrealised gains or (losses) on investments	3	5,570	-	-	5,570	11,821
Total Funds Brought Forward		147,552	542,008	-	689,560	712,512
Transfers between funds	6/7	495	20,576	(21,071)	-	-
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>167,263</b>	<b>477,051</b>	<b>-</b>	<b>644,314</b>	<b>689,560</b>

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

The notes on pages 8 to 12 form part of these financial statements.

**ANNUAL REPORT AND FINANCIAL STATEMENTS FOR  
ROYAL AIR FORCE SAILING ASSOCIATION  
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**BALANCE SHEET  
AS AT 31ST DECEMBER 2020**

	Note	Unrestricted Funds £	Restricted Funds £	31-Dec-20 Total £	31-Dec-19 Total £
<b>Fixed Assets</b>					
Tangible assets	2	406,088	-	406,088	462,533
Investments	3	106,693	-	106,693	98,000
<b>Current Assets</b>					
Debtors and Prepayments	8	10,944	-	10,944	10,753
Cash at bank and in hand		129,771	-	129,771	130,234
<b>Total Current Assets</b>		<b>140,715</b>	<b>-</b>	<b>140,715</b>	<b>140,987</b>
<b>Creditors:</b> amounts falling due more than one year	9	9,182	-	9,182	11,960
<b>NET ASSETS</b>		<b>644,314</b>	<b>-</b>	<b>644,314</b>	<b>689,560</b>
<b>Funds of the Charity</b>					
General Funds		167,263	-	167,263	147,552
Designated Funds	7	477,051	-	477,051	542,008
Restricted Funds	6	-	-	-	-
<b>TOTAL FUNDS</b>		<b>644,314</b>	<b>-</b>	<b>644,314</b>	<b>689,560</b>

**DIRECTORS' RESPONSIBILITIES:**

The directors are satisfied that for the year ended on 31st December 2020 the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no member or members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act. However, in accordance with section 145 of the Charities Act 2011, the accounts have been examined by an Independent Examiner whose report appears on page 15.

The director acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The directors acknowledge their responsibility for ensuring that the company keeps proper accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and if its profit and loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

Approved by the Directors on the 25 SEPTEMBER 2021

Signed on their behalf by J. LORBEDAY, Director

Print name:



**ANNUAL REPORT AND FINANCIAL STATEMENTS FOR  
ROYAL AIR FORCE SAILING ASSOCIATION  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST DECEMBER 2020**

**1. ACCOUNTING POLICIES**

**Basis of preparation:**

The financial statements have been prepared on the historical cost basis of accounting in accordance with the Charities Act 2011, Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2015), applicable accounting standards and the Companies Act 2006. The accounts have been prepared on an ongoing concern basis. The charity meets the definition of a public benefit entity under FRS102.

Advantage has been taken of Section 396(5) of The Companies Act 2006 to allow the format of the financial statements to be adapted to reflect the special nature of the charity's operation and in order to comply with the requirements of the SORP.

The company has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement.

The particular accounting policies adopted are set out below.

**Income**

*Recognition of Income*

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the directors are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

*Income with related expenditure*

Where income has a related expenditure (as with fundraising or contract income) the income and related expense are reported gross in the SOFA.

*Grants and Donations*

Grants and Donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

*Contractual Income and Performance Related Grants*

This is only included in the SOFA once the related goods or services has been delivered.

*Gifts in Kind*

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SOFA as incoming resources when receivable.

*Donated Services and Facilities*

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

*Volunteer Help*

The value of any voluntary help received is not included in the accounts but is described in the Report of the Directors.



**ANNUAL REPORT AND FINANCIAL STATEMENTS FOR  
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**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31ST DECEMBER 2020**

**1. ACCOUNTING POLICIES**

**Income**

*Income from Investment*

This is included in the accounts when receivable.

*Investment gains and losses*

This included any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

**Expenses and liabilities**

*Liability recognition*

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

*Governance Costs*

The Cost of the Independent examination is paid for by the RAF Sailing Association.

*Grants with performance conditions*

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SOFA once the recipient of the grant has provided the specified service or output.

*Changes in Accounting policies and previous accounts*

There has been no change to the accounting policies (variation rules and methods of accounting) since the last submission, and no changes to the previous accounts.

*Grants payable without performance conditions*

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to a grant which remain in control of the charity.

**Assets**

*Tangible Fixed Assets*

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or, if gifted, at the value to the charity on receipt.

*Depreciation*

Depreciation is calculated at a rate to write off the cost of tangible fixed assets over their estimated useful lives. The rates applied per annum are as follows:

Off-Shore	10-20%
Safety	10%
Dinghy	10%
Windsurfing	20%

*Investments*

Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at directors' best estimate of market value.

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**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31ST DECEMBER 2020**

**2. TANGIBLE FIXED ASSETS**

		Off-Shore £	Safety £	Dinghy £	Windsurfing £	Total £
<b>EQUIPMENT</b>						
Cost	01-Jan-20	295,089	75,510	236,049	77,515	684,163
Additions		6,824	-	9,938	8,889	25,651
Cost at	31-Dec-20	301,913	75,510	245,987	86,404	709,814
Depreciation	01-Jan-20	92,482	23,911	68,061	37,176	221,630
Charge		32,665	7,552	24,600	17,279	82,096
Depreciation at	31-Dec-20	125,147	31,463	92,661	54,455	303,726
<b>Net Book Value</b>	<b>31-Dec-20</b>	<b>176,766</b>	<b>44,047</b>	<b>153,326</b>	<b>31,949</b>	<b>406,088</b>
Net Book Value	31-Dec-19	202,607	51,599	167,988	40,339	462,533

The annual commitments under non-cancelling operating leases and capital commitments are as follows:

31-Dec-20 : None  
31-Dec-19 : None

**3. FIXED ASSET INVESTMENTS**

		<b>TOTAL 31-Dec-20 £</b>	<b>TOTAL 31-Dec-19 £</b>
Investments		<b>106,693</b>	<b>98,000</b>
Holding value at start of year	£	98,000	
Accumulated income		3,123	
Net gain/(loss) on revaluation		5,570	
Holding value at end of year		<b>106,693</b>	

**4. INCOME**

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	<b>Total 2020 £</b>	<b>Total 2019 £</b>
<b>(a) Charitable Activities</b>					
Grants	-	-	77,129	77,129	83,078
Sponsorship	-	-	-	-	15,000
Insurance Claim	-	12,630	-	12,630	-
Other Charitable Activities	13,346	37,525	-	50,871	69,677
	<b>13,346</b>	<b>50,155</b>	<b>77,129</b>	<b>140,630</b>	<b>167,755</b>
<b>(b) Investments</b>					
Bank Interest	120	-	-	120	311
Dividends	3,123	-	-	3,123	3,316
	<b>3,243</b>	<b>-</b>	<b>-</b>	<b>3,243</b>	<b>3,627</b>

**ANNUAL REPORT AND FINANCIAL STATEMENTS FOR  
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**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31ST DECEMBER 2020**

**5. EXPENDITURE**

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
<b>Expenditure on Charitable Activities</b>					
Activity Costs	1,829	53,592	55,665	111,086	132,548
Depreciation	-	82,096	-	82,096	72,100
Governance	1,114	-	393	1,507	1,507
	<b>2,943</b>	<b>135,688</b>	<b>56,058</b>	<b>194,689</b>	<b>206,155</b>

**6. RESTRICTED FUNDS**

	CURRENT YEAR				
	Balance 01-Jan-20 £	Income £	Expenditure £	Transfers £	Balance 31-Dec-20 £
RAF Sports Fund Grant	-	10,538	5,179	(5,359)	-
RAF Central Fund Grant	-	66,591	50,879	(15,712)	-
	<b>-</b>	<b>77,129</b>	<b>56,058</b>	<b>(21,071)</b>	<b>-</b>

	PREVIOUS YEAR				
	Balance 01-Jan-19 £	Income £	Expenditure £	Transfers £	Balance 31-Dec-19 £
RAF Sports Fund Grant	-	25,000	3,014	(21,986)	-
RAF Central Fund Grant	-	58,078	49,160	(8,918)	-
	<b>-</b>	<b>83,078</b>	<b>52,174</b>	<b>(30,904)</b>	<b>-</b>

Central Fund Grant - to be used for operating costs, kit and equipment, overseas visits and development activities.  
Sports Fund Grant - for equipment  
£21,071 (2019: £30,904) has been spent on tangible fixed assets which have been transferred to the general fund.

**7. DESIGNATED FUNDS**

	CURRENT YEAR				
	Balance 01-Jan-20 £	Income £	Expenditure £	Transfers £	Balance 31-Dec-20 £
Offshore Fund	37,600	39,858	52,200		25,258
Dinghy Fund	16,362	10,297	1,392	(4,579)	20,688
Special Project Fund	25,017	-	-		25,017
Depreciation Fund	463,029	-	82,096	25,155	406,088
	<b>542,008</b>	<b>50,155</b>	<b>135,688</b>	<b>20,576</b>	<b>477,051</b>

	PREVIOUS YEAR				
	Balance 01-Jan-19 £	Income £	Expenditure £	Transfers £	Balance 31-Dec-19 £
Offshore Fund	37,600	55,657	71,048	15,391	37,600
Dinghy Fund	9,700	10,610	3,948	-	16,362
Special Project Fund	25,017	-	-	-	25,017
Depreciation Fund	-	-	-	463,029	463,029
	<b>72,317</b>	<b>66,267</b>	<b>74,996</b>	<b>478,420</b>	<b>542,008</b>



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**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31ST DECEMBER 2020**

**8. DEBTORS AND PREPAYMENTS**

	Unrestricted Funds £	Restricted Funds £	Total 31-Dec-20 £	Total 31-Dec-19 £
Sundry Debtors	-	-	-	2,225
VAT Debtor	-	-	-	740
Prepayments	10,944	-	10,944	7,788
	<b>10,944</b>	<b>-</b>	<b>10,944</b>	<b>10,753</b>

**9. CREDITORS AND ACCRUALS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	Unrestricted Funds £	Restricted Funds £	Total 31-Dec-20 £	Total 31-Dec-19 £
Sundry Creditors	7,929	-	7,929	8,811
VAT Creditor	113	-	113	-
Accruals	1,140	-	1,140	3,149
Deferred Income	-	-	-	-
	<b>9,182</b>	<b>-</b>	<b>9,182</b>	<b>11,960</b>

**10. STAFF COSTS AND NUMBERS**

There are no staff paid by the Royal Air Force Sailing Association (2019: none).

**11. DIRECTORS AND OTHER RELATED PARTIES**

No payments were made to directors or any persons connected with them during this financial period. No material transaction took place between the organisation and a trustee or any person connected with them.

**12. RISK ASSESSMENT**

The directors actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The directors have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

**13. RESERVES POLICY**

The directors have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The directors aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The directors will endeavour not to set aside funds unnecessarily.

**14. PUBLIC BENEFIT**

The charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Report of the Directors. The directors confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

## INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the directors/members of the Royal Air Force Sailing Association on the accounts for the year ended 31st December 2020 set out on pages 3 to 14.

### RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND EXAMINER

As described on pages 5 & 7, the charity's directors (who are also the trustees of the company for the purposes of company law) are responsible for the preparation of the financial statements. The directors are satisfied that the audit requirement of Section 144(1) of the Charities Act 2011 (the Act) does not apply, and that there is no requirement in the governing document or constitution of the Charity for the conducting of an audit. As a consequence, the directors have elected that the financial statements be subject to independent examination.

Having satisfied myself that the charity is not subject to audit, and is eligible for independent examination, it is my responsibility to:-

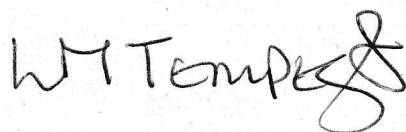
- a) examine the accounts under section 145 of the Act;
- b) to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Act; and;
- c) to state whether particular matters have come to my attention.

### INDEPENDENT EXAMINER'S STATEMENT

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



L M Tempest  
Independent Examiners Ltd  
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Date: 29<sup>th</sup> September 2021