



Norfolk Schools Sailing Association

Charity no. 1142627

Reports and Accounts for year ended 30th September 2023

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Norfolk Schools Sailing Association

Charity No. 1142627

Charity Information for year ended 30th September 2023

President

Mr. C. H. Dicker, FCA, DChA, DL

Committee (Trustees)

Andy Goff	Commodore (Chairman)
Samuel Archer	Vice Commodore
Tim Percival	Rear Commodore-appointed Trustee 16/11/22
Bill Smith	Immediate Past Commodore-resigned as Trustee 16/11/22
Ruth Bonham	Secretary
Paul Mitchelmore	Treasurer
Deborah Jennings	Membership Secretary
Jeremy Mills	RYA Principal
Paul Bonham	Compliance Officer
Sue Head	Volunteer Co-ordinator
Vanessa Comer	Welfare Officer-resigned as Trustee 15/11/23
Martin King	Trustee
Neil Thurlow	Trustee
Stephen Lloyd	Trustee-resigned as Trustee 15/11/23
Trevor Harrison	Trustee-appointed Trustee 16/11/22

Five Trustees meetings held during the year in addition to the AGM for 2021/22. All meetings were quorate.

Registered Office

Foxhole House
Foxhole
Saxlingham Thorpe
NORWICH
NR15 1UG

Independent Examiner

Sexty and Co.
Chartered Certified Accountants and Registered Auditors
124 Thorpe Road
Norwich
NR1 1RS

Bankers

Co-operative Bank
P.O. Box 50
Delf House
Southway
Skelmersdale
WN8 6YL

Report of the Trustees

This is the Twelfth annual report for the Norfolk Schools Sailing Association (NSSA) following its acceptance on the Register of Charities on 28th June 2011.

Objects and Activities

The Committee or Trustees are pleased to report progress on the Charities Objects which are:

- The promotion of community participation in healthy recreation by the provision of facilities for sailing
- The advancement of the physical education of pupils and young people by providing and assisting in the provision of facilities for sailing in Norfolk.

These have been achieved through its Activities which are:

- To teach and train young people throughout Norfolk in the sport of sailing by the promotion of community participation in the sport and the provision of facilities enabling young people to take up, be proficient in, gain leadership skills and to assist in the development of all branches of sailing whatever their financial means.
- To train adults to become helpers and qualified sailing instructors.
- To raise funds and distribute bursaries for members with limited financial means to enable them to be trained and take part in the sailing activities of the Association.

The Norfolk Schools Sailing Association operates in accordance with its Constitution, which was adopted at its Annual General Meeting held in Norwich on 11th November 2010, and revised at an Extraordinary General Meeting held in Norwich on 16th June 2011. The Constitution provides details of the governance arrangements for the organisation, including the conduct, composition and powers of the trustees committee. When required, new trustees are selected based on personal recommendations.

As an RYA Training Centre, the conduct of our instructors is bound by the RYA Code of Conduct. We are also required to have an extensive set of operating procedures to maintain the Training Centre accreditation. RYA carry out an annual inspection to ensure that the required standards are being maintained.

Commodore and Chair of Trustees Report

In preparation for writing this, the Commodore and Chair of Trustees's Report for 2022-2023, I of course referred to my predecessor's report and was reminded of the impact of the pandemic on earlier years and how that impact has continued and has changed how we perform our activities at the NSSA, we have learned some new disciplines and ways of working. I think our ability to change and adapt is and will be one of our greatest strengths. He talked about another of our great strengths and may be our greatest is our people those people who act as trustees, or volunteers run courses and give most generously of their time. It is this singular and unselfish contribution which allows the NSSA to provide the activities it does, year in and year out. My attention is also drawn to our Trustees and executive who give their time so generously for the benefit of the young people.

I would like to share some facts and figures.

NSSA Facts and Figures 2023

Youth Courses

5 Oppies	50 participants
5 Topper	50 participants
5 Specialist	32 (Improver, Racing, Youth Performance, Youth Afloat)

Adult Courses

3 Beginner	16 participants
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1 Improver 4 participants

OnBoard Groups (Co-ordinated by Ruth and Paul)

2 Youth Groups, 4 Primary Schools, 1 Corporate day 109 participants

Special Events Offsite

National Schools Sailing Association National Regatta

Ramuz Trophy: Sam Archer and Olivia Archer

Instructor Training (numbers of newly qualified individuals)

Assistant Instructor 8

Dinghy Instructor 6

First Aid 24

Power Boat Level 2 12

Safety Boat 6

Volunteer Sailing 6

Total numbers of participants in all sailing activities at Filby

2019 296

2020 189

2021 386

2022 289

2023 327

In July the NSSA, with Sophie Thirkettle, Steve Lloyd and myself as Team Manager entered a team of ten competitors in the National Schools Sailing Association's National Youth Regatta. Hosted at Draycote Water Sailing Club. This weeklong event saw some excellent sailing alongside a busy activities program all combined with excellent weather for a week under canvas. As previously, Norfolk's youth sailors demonstrated teamwork, manners and humility with notable performances from the refugee lads in the rookie fleet with a fourth place, Angus competing in the Laser fleet and of course the Lloyd brothers in their Laser Vago.

Also, in July we opened the base on the 22nd and 23rd July to support the Filby Open Gardens event. And whilst we were not overrun with visitors, it was good to share what we do with people who dropped by for a chat and a wander around our site.

The NSSA were awarded a further grant by the RYA to provide sailing lessons to 16 refugees. We devised a 6 week course as a part of the On Board dinghy programme and, with a team of 3 instructors, the course was successfully delivered. This led to a go-racing course over 2 days, 6 of them attending Draycote and then four young of the young people in this group achieving level 2 as part of the main sessions.

This year we have seen continued financial prudence and managing a challenging cash flow situation given our developments.

As the NSSA are now owners of the base at Filby, with the benefit of the generous donations, we have been able to develop the site, first with the new safety boat shed and now with the more substantive work of replacing the office and changing facilities. This is all very exciting and is the beginning of a new era and new opportunities for the NSSA. The new changing rooms came in on budget on time and was exceptionally well project managed by Sue Head and the team from Munnings. We await a further payment from the estate which will make our financial position far more stable and will allow for further development including improving our green credentials with some work looking at electric boats and improving the old workshop shed.

I would like to record my thanks to:

Paul and Ruth Bonham for their continued support and note in this respect that negotiations continue with Essex and Suffolk Water for lease of access rights to Filby Broad.

I would like to thank Sue Head and Jeremy Mills for continuing to lead us both on and off the water with their continued enthusiasm and dedication to NSSA.

I would like to thank Martin King for his unstoppable DIY skills and continued “fix it” attitude and of course our congratulations on his recent RYA award.

Paul Mitchelmore who has managed the money with great aplomb for another year keeping us on track to balance the books.

A most heartfelt thank you to all our volunteers and people who have undertaken teaching, on site jobs, I could go on, but I should more openly and generally thank all of those people who give of their time to make this the NSSA at Filby the success that it is.

I look forward to the next season and the official opening of our marvelous new facilities.

Andy Goff
Commodore and Senior Instructor
2022/23

Financial Review

From a financial point of view, the most significant activity by NSSA this year has been the construction of the new office and changing room building at Filby, as the latest stage in the project to redevelop the sailing base. The works were completed by Munnings Construction in April 2023 under a contract valued at £301,969. All but £10k of this figure was paid this year, in monthly payments reflecting the value of work as it was completed. These payments dwarfed all other expenditure by NSSA in 2022/23.

The work was intended to be funded by reserves that had been built up in prior years plus the second instalment of a bequest, which was expected

in 2022 prior to the start of the construction works. A £140,000 first instalment was received in early 2021. In the event, receipt of this balance was delayed. To keep the project to replace the life-expired building on track, trustees sought other funding and a grant of £50,000 was kindly donated by the Norwich Freeman's charity. In the expectation that the balance of the bequest would be paid during the period of the construction works, trustees agreed to more of the reserves than originally planned to be used for the works until these outstanding funds were received. This had the potential to cause cash flow problems for NSSA, so the Trustees introduced additional expenditure control measures and investigated an overdraft facility with our bank as a contingency. By year end, the balance of the bequest had still not been received and our funds were depleted but felt with our cash flow projection that we had sufficient funds to see us into the 2023 New Year, when membership and course income would start coming in, without needing an overdraft.

Business-as-usual income from memberships and courses, including the RYA On Board scheme was down on the previous year, although the previous year income for On Board was inflated by late payments from 2021. The reduction is felt to be due to natural variation of demand but has been noted by Trustees. The high value of donations has yielded a reasonable amount of interest. We have also received Gift Aid associated with these and other generous donations from individuals.

Water and sewage charges are significantly higher than the previous year. We believe this is due to high water consumption during the construction works. Water consumption has been monitored closely since then and has returned to normal levels.

Electricity charges have also increased partly due to the construction works and also because of the continuing global increase in energy costs.

Insurance charges are much higher than the previous year, but this is due to the timing of the annual payment for the previous year occurring in the year prior to that.

There are increased boat maintenance costs compared to the previous year. This was due to a payment being made this year for outboard engine servicing carried out late in the previous year.

All other expenditure was within expected levels.

Paul Mitchelmore

Treasurer

20223/23

Independent Examiner's Report to the Trustees of Norfolk Schools Sailing Association

I report to the charity trustees on my examination of the accounts of the charity for the year ended 30th September 2023 which are set out on pages 13 to 14.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or

2. the accounts do not accord with those records

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.



I A Barlow FCCA

For and on behalf of **Sexty & Co**

Chartered Certified Accountants & Registered Auditors

124 Thorpe Road

Norwich

NR1 1RS

Date: 30 July 2024

NORFOLK SCHOOLS SAILING ASSOCIATION						
Receipts and Payments Account						
Year to 30th September 2023						
			2023			2022
			Unrestricted funds	Restricted funds	Total funds	Total funds
			£	£	£	£
Receipts						
Adult Courses			5,596		5,596	8,140
Youth Courses			3,202		3,202	4,231
RYA On Board Scheme	note 3		1,440		1,440	3,585
Memberships			1,769		1,769	2,380
National Regatta			-		-	2,727
Grants and Donations	note 2		57,690		57,690	182,157
Bank interest			717		717	23
Sales of Log Books			10		10	136
Covid Support Payments			-		-	244
Gift Aid			777		777	23
Sub total			71,201	-	71,201	203,646
Asset Sales						
Disposal of surplus boats/equipment			186		186	-
Total receipts			71,387	-	71,387	203,646
Payments						
Phone rental and charges			261		261	268
Insurance			4,425		4,425	170
Water and Sewerage Charges			1,175		1,175	289
Business Rates			84		84	-
Electricity			1,401		1,401	656
Filby Base Maintenance			302		302	1,618
Boat Maintenance			2,039		2,039	621
Newsletters and Admin			89		89	148
Website			547		547	358
Subscriptions	note 4		186		186	179
National Regatta			-		-	3,495
Instructor Training			563		563	1,528
Clothing			-		-	790
Logbooks and Certificates			550		550	723
Boat Fuel			83		83	540
Independent Examiners Fees			776		776	738
Sub total			12,481	-	12,481	12,121
Asset Purchases						
Base Development			292,477		292,477	13,321
Topper Shed					-	3,588
Total payments			304,958	-	304,958	29,030
Excess payments over receipts			233,571			
Excess receipts over payments						174,617
Bank balances at start of year			240,541			65,924
Bank balances at end of year			6,970			240,541
Summary of funds at end of year						
Bank accounts						
Community Directplus			4,473			16,937
Business Select Deposit			2,497			223,604
Debtors						-
Cash funds at end of year			6,970			240,541
Assets retained for the charity's own use	note 5		675,902			191,000

NORFOLK SCHOOLS SAILING ASSOCIATION
Notes to the accounts
Year to 30th September 2023

Accounting policies

1 Accounting convention

These accounts have been prepared on a receipts and payments basis and in accordance with the recommendations published by the Charity Commission for smaller charities.

£

Receipts

2 Grants and Donations

Norwich Freemans	50,000.00
RYA	5,540.00
Adnams Community Grant	1,000.00
Charities Trust	510.00
Other individual donations	639.70
	<u>57,689.70</u>

3 RYA On-Board Scheme

Rollesby Primary School	540.00
North Denes Primary School	270.00
Little Melton Primary School	360.00
Edward Worlledge Ormiston Academy	270.00
	<u>1,440.00</u>

Payments

4 Subscriptions

Royal Yatching Association	150.00
Norfolk and Suffolk Boating Association	36.30
	<u>186.30</u>

Assets Retained

5 Assets retained by the charity comprise the land, buildings and contents at Filby Sailing Base including the Topper and Wayfarer Stores. It also includes the boat fleet including sails and equipment, outboard engines, buoyancy aids and sailing clothing.

The asset value is the value of the land plus the total insured sum for all other assets.

Value of the land occupied by the sailing base	25,000
Insured value of assets:	
Buildings	470,000
Contents	11,000
Marine Installations (jetty, pontoon)	25,297
Other	7,425
Boat fleet inc. outboards	137,180
Total Asset Value	<u>675,902</u>

The financial statements on pages 13 to 14 were approved by the Trustees on 15th November 2023

Paul Mitchelmore, Treasurer.