

Basingstoke and Deane Canoe Club Annual Report and Accounts

For the Period from 1 November 2022 to 31 October 2023



Basingstoke & Deane
Canoe Club



Basingstoke and Deane Canoe Club. A company limited by guarantee registered in England and Wales. Company registration number 08257472. Registered Charity Number 1150412.

Contents

Reference and Administrative Details	4
Structure and Governance	4
Structure	4
Director's Meetings.....	5
Volunteers.....	5
Objectives and Activities.....	6
Objects	6
Objectives for 2022/23	6
Activities.....	6
Achievements and Performance.....	7
Financial Review.....	9
Income and Expenditure.....	9
Assets	9
Reserves Policy.....	9
Grants.....	10
Plans for 2023-24	10
Accounts for the Period 1 st November 2022 to 31 st October 2023	11
Income and Expenditure Account (subject to independent examination).....	11
Statement of Cash Flows (subject to independent examination)	12
Balance Sheet as at 31 st October 2023 (subject to independent examination)	13
Audit Exemption Statement.....	13
Notes to the Accounts	14
1 Accounting Basis	14
2 Made-up Date	14
3 Colt Hill Clubhouse Fund	14
4 Income from Donations	14
5 Income from Other Trading Activities.....	14
6 Charitable Activities	15
7 Other Incoming Resources.....	16



Annual Report and Accounts for the Period from 1st November 2022 to 31st October 2023

8 Unpaid General Volunteers.....	16
9 Governance	17
10 Fixed Assets	17
11 Liabilities	18
12 Correction to 2021-22 Accounts	18
13 Accounting Period	19
14 Director's Expenses	19
15 Independent Examination.....	19
Independent Examiner's Report	20
Respective responsibilities of the trustees and examiner	20
Basis of the Independent Examiner's Report	20
Independent Examiner's Statement	20
Appendix A: Committee Meeting Attendance.....	21

Reference and Administrative Details

Basingstoke and Deane Canoe Club is registered charity number 1150412 and company registration number 08257472. The company is a private company limited by guarantee.

The registered office is:

5 The Drive
Oakley
Basingstoke
Hampshire
RG23 7DA

The directors of the company and trustees of the charity for the year were:

Mr Alan Macdonald
Mr Peter Mansell
Mr Simon Crute (Mr Crute resigned as a director on 26 March 2023)
Ms Eleanor Booth

Structure and Governance

Structure

Basingstoke and Deane Canoe Club is a company limited by guarantee, incorporated on 17th October 2012 and registered as a charity on 9th January 2013. The company's articles of association are based on the Charity Commission model documents at the time of incorporation with the options completed and no other changes.

The directors of the company are the trustees of the charity. Directors serve for a period of three years and are elected at the annual general meeting. Mr Peter Mansell was re-elected in 2021, Mr Simon Crute was elected in 2021 and resigned on 26 March 2023, Ms Eleanor Booth was re-elected in 2022 and Mr Alan Macdonald was re-elected in 2023.

The directors give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in the notes to the accounts.

Whilst the directors have ultimate responsibility the day to day running of the Club is delegated to an executive committee. Details can be found on the Club's website at <http://www.badpaddlers.org/about-us/documents/324-club-management>.



Director's Meetings

The directors have had four meetings during the year. Mr Crute attended two meetings prior to his resignation, Mr Mansell and Ms Booth each attended four meetings. Mr Macdonald has attended two meetings and gave his apologies for two meeting. Committee members have been invited to observe directors' meetings and Mr Stephen Foster and Ms Helen Kormos have each attended one meeting.

Volunteers

The running of the Club is undertaken solely by volunteer efforts. This work encompasses the following areas of the charity:

- Management: The executive committee met on six occasions through the year. This year a volunteer development working group has been set up and has met on four occasions. Details of committee meeting attendance are included in Appendix A.
- Education and coaching: The Club's coaches have provided a programme of introductory, improvers and safety courses both in the swimming pool and on open water.
- Colt Hill Development: Working parties have continued to maintain the plot and develop car parking at Colt Hill Wharf.
- Swimming pool: Management through running the reception desk, collection of pool fees and provision of poolside safety guards.
- Trips: The Club organises a range of day, weekend and longer trips covering paddling water suitable for all abilities in the Club. Organisation and river leadership for these is provided by suitably qualified volunteers.

The directors recognise that every voluntary contribution is vital and would like to take this opportunity to extend our thanks to all of them.

Objectives and Activities

Objects

The Charity's objects are the promotion of community participation in healthy recreation in particular by:

- The provision of facilities for all aspects of the sport of canoeing;
- Developing and maintaining an amenity to enable inclusive access to the community and public access to canoeing on the Basingstoke Canal at Colt Hill Wharf, Odiham.

Objectives for 2022/23

The Charity's objectives for the period November 2022 to October 2023 were:

- To maintain a programme of diverse canoeing activities for all members;
- To maintain a pool of kayaks and ancillary equipment to support paddling activities;
- To promote a range of training activities to support paddling activities;
- To promote inclusive paddlesport;
- To maintain and continue to develop the facility at Colt Hill Wharf, Odiham;
- To develop the Club's volunteers, initially focusing on coaching and on the water leadership.

Activities

Basingstoke and Deane Canoe Club has existed as an unincorporated association from 1987 until 31st August 2013 when its activities and assets were transferred to the company as a going concern.

In March 2015 phase 1 of Colt Hill Clubhouse, the shell of a canoe clubhouse on the parcel of land owned freehold by the charity adjacent to the Basingstoke Canal at Odiham, was officially opened. Initially the clubhouse provides secure, weather-tight storage for the Club's kayaks and canoeing equipment adjacent to the Basingstoke Canal. The clubhouse includes spaces for future fit out as changing rooms and WCs, including accessible facilities, a clubroom and small kitchen.

Volunteer work parties at Colt Hill Clubhouse have focused on maintenance activities this year and finishing works necessary for vehicular access and parking within the fenced compound.

Approximately 80m² plastic reinforced grass surfacing in the car parking area has been completed and sown and approximately 90m² block paving has been laid by a contractor included the path on the east side of the Clubhouse, and area in front of the boat store and the accessible parking spaces.

Colt Hill Clubhouse provides storage for most of the charity's fleet of 50 canoes and kayaks together with ancillary equipment. Now this equipment is stored adjacent to the Basingstoke Canal it is being used to promote community participation in canoeing.

The charity has a 2-hour weekly slot at Queen Mary's College swimming pool in Basingstoke for paddlesport training, practice and recreation from September to April each year.

During the summer the Club has met at Colt Hill Clubhouse, Odiham to facilitate weekly recreational sessions for adults and young people. The Wednesday evening paddle replaces the swimming pool sessions for the summer and is the focus for adult recreational paddling. The Friday evening sessions focus. The Club also has a regular Saturday morning paddling session at Colt Hill Clubhouse which run throughout the year.

The two outreach projects been run at Colt Hill Clubhouse over the summer: monthly Saturday taster session open to all; and bespoke taster sessions for local youth organisations including Cubs, Scouts, Guides and others. These are described below.

In addition to the provision of facilities and opportunities to participate in healthy recreation via the sport of canoeing for club members, affiliated educational institutions and local youth groups (see below), the club also provides the local community and general public access to canoeing on the Basingstoke Canal at Colt Hill Wharf, Odiham. These opportunities are made available via two mechanisms:

1. Temporary Membership enables members of the public to turn up at one of the scheduled club events and participate in a supervised and accompanied manner in up to two club sessions so that they are able to determine if they enjoy and wish to continue paddling with the club.
2. Taster Session Days during the summer months of each year. On these days, each 90-minute taster session caters for 8 members of the public and is run by a small team of Club volunteers including at least one club coach certified by British Canoeing. The public participants receive the British Canoeing Start Certificate as a record of their session. 219 members of the public were introduced to the sport of canoeing during 4 days which formed the Club's 2023 taster session day series, providing many with their first 'on the water' paddling experience.

The club benefits from the local/public provision of access through creating a positive reputation as a 'good neighbour', local, friendly and professionally run recreational sports club. Additional benefits for the club flow through attracting new club members, financial income from ticket sales and the opportunity to introduce club members to coaching beginners.

Bespoke taster sessions have been run for local youth organisations including Scouts and Guides. These provide the Club to reach out to the wider community and encourage wider participation in paddle sport as a healthy form of recreation.

Over the past year the charity has provided:

- Weekly canoeing training sessions for adults and young people;
- A project with Treloar School and College to provide weekly kayaking sessions for their students, all of whom have disabilities.

The trustees have had regard to the Charity Commission's guidance on public benefit.

Achievements and Performance

Summary of achievements in relation to the provision of facilities for canoeing objective:



Annual Report and Accounts for the Period from 1st November 2022 to 31st October 2023

- Maintained a fleet of canoes, kayaks and ancillary equipment;
- Run weekly paddling sessions on Queen Mary's College swimming pool from September to April each winter;
- Run three regular weekly paddling sessions at local canals over the summer and one weekly outdoor paddling session throughout the year;
- Provided opportunities to paddle on local rivers and canals, on the sea around the Solent and around the Isle of Purbeck, day paddles on local rivers and canals, and six paddling weekends in Kent, South-West England and South Wales.
- Provided British Canoeing "Core Coach Training" for 12 coaches and British Canoeing "Sheltered Water Coach" training for 5 coaches.

Summary of achievements in relation to an amenity on the Basingstoke Canal:

- Maintained the secure weather-tight shell of a clubhouse, Colt Hill Clubhouse, on land owned by the charity adjacent to the Basingstoke Canal in Odiham;
- Maintained the wildflower meadow, fences and hedges including a composting system for green waste;
- Continued to improve the amenity and car parking area within the fenced compound includes over 90m² block paving, 80m² plastic reinforced grass and 6m channel drain. The block paving and drainage is located in front of the boat store, alongside the clubhouse and the accessible parking. The plastic reinforced grass is all in the car park.

Summary of achievements related to inclusivity:

- Continued a project with Treloar School and College to provide weekly kayaking sessions for their students, all of whom have disabilities;
- Welcomed new member with disabilities and supported club members with mental disabilities, physical disabilities and learning difficulties.

Financial Review

Income and Expenditure

The income for the period was £42,618.23. The expenditure in the period was £37,226.27. The expenditure on the construction of the club house and kayaking equipment has been capitalised on the balance sheet so is not shown on the Income and Expenditure account.

Assets

The fixed assets comprise freehold ownership of a clubhouse located on 0.48 acre land adjacent to the Basingstoke Canal at Colt Hill Wharf, Odiham and a fleet of canoes, kayaks and ancillary equipment. Phase one of the clubhouse was constructed in 2014 and opened in March 2015 to provide a secure, weather-tight shell. The land and clubhouse have therefore been valued at the purchase price of the land in 1995 plus the cost of professional fees to secure planning approval and through to construction, the construction cost of the clubhouse to date plus the depreciated value of fencing to the land.

The canoes, kayaks and ancillary equipment have been valued based on recommended retail price at the time of purchase depreciated over five years. The book value of equipment over five years old has been taken as nil.

Reserves Policy

Basingstoke and Deane Canoe Club has a reserves policy to ensure that money is set aside for foreseeable risks as detailed below and based on the operational experience of the unincorporated association and the charity to date.

Working Capital - The Club's income and expenditure are not even through the year nor do they necessarily match each other. Whilst the other reserves set aside by the Club exceed £10,000, they are considered sufficient to cover the month to month and day to day variations in income and expenditure.

Cancelled Events - Recent experience has shown that winter trips can be cancelled if the weather is particularly severe. A reserve was accumulated of £1,250 between 2010 and 2013. This has been increased to £1,500 to cover the irrecoverable losses if two weekend trips were to be cancelled due to exceptionally adverse weather.

Uninsurable Losses – All insurance policies include excess sums (and market value replacement) which represent uninsurable sums. A reserve of £4,000 has been set aside for uninsurable losses.

Colt Hill Clubhouse - The current operational budget indicates £5,000 per year being the target contribution for reserves and loan repayments, being 1% of the original estimated capital cost. The value of this reserve stood at £19,500 on 31 October 2023, reflecting expenditure from reserves on access and car parking provision at Colt Hill Clubhouse but somewhat less than forecast is last year's report. Continued spending on external works at Colt Hill Clubhouse are planned in 2024 together with a refresh of the Club's fleet of kayaks and ancillary equipment, in part funded by drawing down

on reserves. The reserve at 31 October 2024 will be reduced to £9,900 as a result of this draw down. In the longer term the target is to increase the value as funds become available both to provide for maintenance and to start building up funds for the fit out of the Clubhouse.

Grants

The Club received a grant of £8,000.00 from the Dorothy Chapman Trust to improve the Clubhouse for pedestrians in general and for paddlers with disabilities in particular in 2021. The Club has spent £2,647.20 in 2020-21, £10,893.03 in 2021-22 and a further £9,385.00 this year on access improvements. That is the entirety of the grant spent and a matching contribution from the Club of just under £15,000.



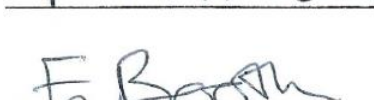
Plans for 2023-24

The volunteer development working party, which was set up in 2023, is running a members' forum in November 2023 to explore the members' aspirations for the Club and provide member driven focus for the future development of the Club in line with the charity's objects.

The charity will endeavour to increase coaching and outreach activities from the Colt Hill Clubhouse base and will continue to invest in training for members to develop coaching qualifications.

Continued expenditure on external paving and car parking is planned for 2023 – 2024 to support volunteer efforts and to improve access to the clubhouse.

The Club will continue to work towards the fit out of the Colt Hill Clubhouse when sufficient funds are available.

<i>Signed</i>	<i>Name</i>	<i>Date</i>
	Alan Macdonald	<u>4 MAR 2024</u>
	Peter Mansell	<u>4 MAR 2024</u>
	Eleanor Booth	<u>4 MAR 2024</u>



Accounts for the Period 1st November 2022 to 31st October 2023

Income and Expenditure Account

	Unrestricted Funds	Colt Hill Clubhouse Designated Unrestricted Fund (note 3)	Total Funds	Prior Year Total Funds	Notes
Incoming Resources					
Incoming resources from generated funds					
Donations	£ 9,359.18	£ -	£ 9,359.18	£ 5,586.45	4
Other trading activities	£ 505.55	£ -	£ 505.55	£ 1,693.00	5
Investment Income	£ -	£ -	£ -	£ -	
Incoming resources from charitable activities	£ 21,687.50	£ 11,066.00	£ 32,753.50	£ 26,622.00	6
Other incoming resources	£ -	£ -	£ -	£ -	
Total Incoming Resources	£ 31,552.23	£ 11,066.00	£ 42,618.23	£ 33,901.45	
Resources expended					
Costs of generating funds					
Costs of generating voluntary income	£ -	£ -	£ -	£ -	
Fundraising trading: cost of goods sold and other costs	£ (257.86)	£ -	£ (257.86)	£ (1,372.84)	5
Investment management costs	£ -	£ -	£ -	£ -	
Charitable activities	£ (29,840.06)	£ -	£ (29,840.06)	£ (19,750.12)	6
Charitable activities - running costs of Colt Hill Clubhouse	£ -	£ (3,213.97)	£ (3,213.97)	£ (3,574.57)	
Governance costs	£ (1,473.82)	£ (2,440.56)	£ (3,914.38)	£ (3,119.51)	9
Other resources expended	£ -	£ -	£ -	£ -	
Total resources expended	£ (31,571.74)	£ (5,654.53)	£ (37,226.27)	£ (27,817.04)	
Net movement in funds	£ (19.51)	£ 5,411.47	£ 5,391.96	£ 6,084.41	
Reconciliation of Funds					
Total funds brought forward	£ 25,441.41	£ 388,860.51	£ 414,301.92	£ 408,217.52	12
Total funds carried forward	£ 25,421.90	£ 394,271.98	£ 419,693.88	£ 414,301.92	

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

Statement of Cash Flows

Statement of cash flows			
	Total Funds	Prior year	Notes
Cash flows from operating activities:			
<i>Net cash provided by (used in) operating activities</i>	£ 7,753.05	£ 9,952.27	From net cash flow reconciliation
Cash flows from investing activities:			
Dividends, interest and rents from investments	£ -	£ -	
Purchase of property, plant and equipment	£ (18,728.60)	£ (11,642.73)	
<i>Net cash provided by (used in) investing activities</i>	£ (18,728.60)	£ (11,642.73)	
Cash flows from financing activities:			
Repayments of borrowing	£ -	£ -	
Cash inflows from new borrowing	£ -	£ -	
<i>Net cash provided by (used in) financing activities</i>	£ -	£ -	
Change in cash and cash equivalents in the reporting period	£ (10,975.55)	£ (1,690.46)	
Cash and cash equivalents at the beginning of the reporting period	£ 42,233.28	£ 43,923.74	From analysis of cash and cash equivalents
Cash and cash equivalents at the end of the reporting period	£ 31,257.73	£ 42,233.28	From analysis of cash and cash equivalents
Reconciliation of net income/(expenditure) to net cash flow from operating activities			
	Current Year	Current Year	Notes
<i>Net income/(expenditure) for the reporting period (as per the statement of financial activities)</i>	£ 5,391.96	£ 6,084.41	
Adjustments for:			
Depreciation charges	£ 2,361.09	£ 3,867.86	
Dividends, interest and rents from investments	£ -	£ -	
(Increase)/decrease in debtors	£ -	£ -	
Increase/(decrease) in creditors	£ -	£ -	
<i>Net cash provided by (used in) operating activities</i>	£ 7,753.05	£ 9,952.27	
Analysis of cash and cash equivalents			
	Current Year	Current Year	
Cash in hand	£ 31,257.73	£ 42,233.28	
Total cash and cash equivalents	£ 31,257.73	£ 42,233.28	



Balance Sheet as at 31st October 2023

		Total Funds	Prior Year Total Funds	Notes
Fixed Assets				
Tangible assets		£ 388,436.15	£ 372,068.64	9
Total Fixed Assets		£ 388,436.15	£ 372,068.64	
Current Assets				
Cash at bank or in hand		£ 31,257.73	£ 42,233.28	
Total Current Assets		£ 31,257.73	£ 42,233.28	
Liabilities				11
Creditors: amounts falling due within one year	£ -	£ -		
Net current assets or liabilities	£ 31,257.73	£ 42,233.28		
Total assets less current liabilities	£ 419,693.88	£ 414,301.92		
Creditors: amounts falling due after more than one year	£ -	£ -		
Provisions for liabilities and charges	£ -	£ -		
Net assets or liabilities	£ 419,693.88	£ 414,301.92		
The funds of the charity				
General fund	£ 419,693.88	£ 414,301.92		12
Revaluation reserve	£ -	£ -		
Total unrestricted funds	£ 419,693.88	£ 414,301.92		

Audit Exemption Statement

For the year ending 31st October 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question 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 accounts;
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Signed on behalf of the board (Alan Macdonald Director)

Notes to the Accounts

1 Accounting Basis

The accounts have been prepared in accordance with the requirements for small companies as the annual turnover is less than £6.5 million, the balance sheet total is less than £3.26 million and the company has no employees.

The accounts have been prepared in accordance with the Statement of Recommended Practice published by the Charity Commission in 2019 incorporating FRS102. The accounts have been prepared in accordance with charity law applicable in England and Wales.

2 Made-up Date

The accounts are made up to 31st October 2023.

3 Colt Hill Clubhouse Fund

Colt Hill Clubhouse is shown as a separate designated fund on the Income and Expenditure Account for three reasons. Construction of the clubhouse is a one-off activity: separation of this exceptional item increases transparency in accounting for the charities general unrestricted funds. The conditions imposed by donors to fund Colt Hill Clubhouse place restrictions on the charity from trading this asset. Colt Hill Clubhouse addresses the charity object of developing a facility on the Basingstoke Canal.

4 Income from Donations

Income from donations totalled £9,359.18. Notable voluntary income included donations (£4,259.71), and membership subscriptions (£4,518.92). Whilst membership subscriptions have been classed as voluntary income as members receive no direct benefit, it could be argued there are indirect benefits so Gift Aid has not and will not be claimed on membership subscriptions.

5 Income from Other Trading Activities

The income and expenditure for the period were related to other trading activities of the club are summarised below.

Breakdown of Income and Expenditure on Other Trading Activities		
Activity	Income	Expenditure
Taster session BBQ	£ 473.55	£ (257.86)
Clothing	£ 32.00	£ -
Total	£ 505.55	£ (257.86)

6 Charitable Activities

The principal income and expenditure for the period were related to the charitable activities of the club and are summarised below. Where governance costs relate to specific activities they have been allocated accordingly: business rates and insurance have been allocated to Colt Hill Clubhouse operations; Eventbrite payment processing commission has been allocated to public taster sessions; the boat licence element of the British Canoeing affiliation fee has been allocated to equipment. All other governance costs have been allocated across all activities except Colt Hill Clubhouse operations pro rata the net expenditure on each activity.

Breakdown of Income and Expenditure on Charitable Activities				
Activity	Income	Expenditure		
		Net	Governance Cost Allocation	Gross
Paddling at QMC Swimming Pool	£ 3,517.00	£ (3,904.48)	£ (151.01)	£ (4,055.49)
Training courses	£ 2,135.00	£ (3,024.75)	£ (116.98)	£ (3,141.73)
Coached sessions for other organisations	£ 2,010.00	£ (1,814.08)	£ (70.16)	£ (1,884.24)
Public taster sessions	£ 2,007.00	£ (2,702.82)	£ (424.27)	£ (3,127.09)
Coach development	£ 280.00	£ (4,060.98)	£ (157.06)	£ (4,218.04)
Weekend paddling trips	£ 3,915.00	£ (2,765.88)	£ (106.97)	£ (2,872.85)
Provision of canoeing equipment	£ 7,823.50	£ (8,798.95)	£ (340.30)	£ (9,139.26)
Club sessions at Colt Hill	£ -	£ (2,768.12)	£ (107.06)	£ (2,875.18)
Colt Hill Clubhouse operations, incl depreciation	£ 11,066.00	£ (3,213.97)	£ (2,440.56)	£ (5,654.53)
Total	£ 32,753.50	£ (33,054.03)	£ (3,914.38)	£ (36,968.41)

The charging for charitable activities does not always align with individual activities. For example, a single charge would be made for a training course but that course may include time at QMC swimming pool, time on the Basingstoke Canal at Colt Hill Clubhouse and use of Club equipment. It is therefore considered appropriate to make internal charges to cover such items. The charges for the year are detailed over leaf.

Internal Charges			
	To		
From	Swimming Pool	Equipment Use	Colt Hill Use
Swimming Pool		£ 1,176.00	
Equipment			£ 6,000.00
Courses	£ 525.00	£ 805.00	£ 1,120.00
Taster courses		£ 900.00	£ 720.00
Taster sessions		£ 1,400.00	£ 320.00
Coach development			£ 400.00
Club sessions			£ 2,375.00

7 Other Incoming Resources

When the Charity took over the assets of the unincorporated association the value of the land at Colt Hill and planning permission were included in the accounts. However, the unincorporated association had also paid for the detailed design of the Clubhouse: this was not recognised in the statement of financial activity in previous accounts. In financial year 2014-15 the Clubhouse was substantially constructed so since then the value of this design work has been included from that time.

8 Unpaid General Volunteers

Whilst no income value is attributed to the services of unpaid general volunteers in these accounts, the actual value of their services cannot be underestimated¹. Indeed, without their services it would be difficult to class the charity as a going concern and the following charitable activities are reliant on the services of volunteers:

- Paddling at QMC swimming pool (administration and lifeguarding)
- Training courses (administration, coaching and safety cover)
- Weekend paddling trips (administration and safety cover)
- Colt Hill Clubhouse (administration, maintenance and safety cover for paddling activities).

¹ The approximate value of volunteer time has been estimated assuming the minimum wage for general volunteering and commercial day rates for paddlesport coaches. This gives a value about £100,000 per annum, which is likely to be an underestimate.

9 Governance

The costs attributed to governance in the period were as detailed here:

- Canoe England affiliation (£528.00) – excludes the cost of boat licences but includes “Club Plus Pro” annual subscription
- Insurance (£2,352.43)
- Website hosting and publicity costs (£115.06)
- Information Commissioners Office fees (£35.00)
- Companies House fees (£13.00)
- Payment processing platforms’ commission: Sumup (£136.05), Stripe (£135.25) and Eventbrite (£319.74)
- Travel expenses (£188.37)
- Postage (£3.35)

10 Fixed Assets

The fixed assets of the charity comprise a clubhouse with 0.48 acre land adjacent to the Basingstoke Canal at Colt Hill Wharf, Odiham and a fleet of kayaks. The fixed assets were revalued at 31 October 2023. Details of the fixed asset valuation are shown overleaf.

Element	Method of Valuation	Book Value
Land (freehold)	Purchase price in 1995	£10,000.00
Planning permission	Architect's and other professional fees paid prior to grant of planning	£11,747.00
Clubhouse construction phase 1	Architect's and other professional fees	£33,932.08
	Construction costs to 31 October 2023	£327,166.58
Fencing erected in 2012	Replacement cost less depreciation at 10% per annum	nil
Kayaks and associated equipment, first aid training equipment, miscellaneous tools	Purchase cost less depreciation at 20% per annum	£5,590.49
Total		£388,436.15

Of the assets listed all except the kayaks and associated equipment relate to Colt Hill Clubhouse. An analysis of the movement of fixed assets is included below.

	Freehold land and buildings	Fixtures and Fittings	Kayaking and first aid training equipment	Buildings under construction	Total
Asset cost, valuation or revalued amount					
Balance brought forward	£ 21,747.00	£ 13,410.00	£ 25,417.13	£ 344,345.73	£ 404,919.86
Additions	£ -	£ -	£ 1,975.67	£ 16,752.93	£ 18,728.60
Balance carried forward	£ 21,747.00	£ 13,410.00	£ 27,392.80	£ 361,098.66	£ 423,648.46
Accumulated depreciation and impairment provisions					
Balance brought forward	£ -	£ (13,410.00)	£ (19,441.22)	£ -	£ (32,851.22)
Charge for year	£ -	£ -	£ (2,361.09)	£ -	£ (2,361.09)
Balance carried forward	£ -	£ (13,410.00)	£ (21,802.31)	£ -	£ (35,212.31)
Net Book Value					
Brought forward	£ 21,747.00	£ -	£ 5,975.91	£ 344,345.73	£ 372,068.64
Carried forward	£ 21,747.00	£ -	£ 5,590.49	£ 361,098.66	£ 388,436.15

11 Liabilities

The Club had no loans for the construction of Colt Hill Clubhouse outstanding on 31st October 2023.

12 Correction to 2021-22 Accounts

A receipt of £200 had been double counted in the 2021-22 accounts. This has been corrected and the amounts for the previous year shown in these accounts has been adjusted accordingly.

13 Accounting Period

The accounts for the period 1st November 2022 to 31st October 2023 represent the eleventh full year of activity for the charity.

14 Director's Expenses

Mr Macdonald, Mr Crute and Ms Booth have received no payment for expenses for the year ending 31st October 2023.

Mr Mansell has received £1054.29 in expenses: none related to his role as a director and it all related to other roles within the Club: £757.29 travel expenses for providing kayak coaching; £297.00 travel expenses associated with on going development work at Colt Hill Clubhouse.

Overall, the value of donations to the Club from directors have exceeded expenses claimed by directors.

15 Independent Examination

For the year ending 31st October 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006. The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The directors consider that whilst an audit is not required for this year (under section 43(2) of the Charities Act 1993), an independent examination is needed.

Independent Examiner's Report

I report on the accounts for the year ended 31st October 2022 which are set out on pages 11-18.

Respective responsibilities of the trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed. It is my responsibility to:

- Examine the accounts (under section 43 of the Act)
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act), and
- To state whether particular matters have come to my attention.

Basis of the Independent Examiner's Report

My examination was carried out in accordance with the 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 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 section 41 of the Act; and to prepare accounts which accord with accounting records and comply with the accounting requirements of the 1993 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.



Mark Reay

Date: 9th February 2024

Appendix A: Committee Meeting Attendance

Name	Role	Attendance		
		Nov 2021-Oct 2022 ¹ 7 committee meetings	Nov 2022-AGM 3 committee meetings	AGM-Oct 2023 3 committee meetings
Helen Kormos	Chairman	7	3	2
Marina Crean	Secretary	6	3	
Peter Mansell	Treasurer	6	3	3
Janella Mansell	Paddlesport Officer	7	3	3
Pete Leicester	Member	6	3	
Brian Allen	Member	5 ²		
Simon Crute	Director	2 ²		
Katie Thomason	Member	0 ²		
Stephen Lyons	Member	0 ²		
Steve Foster	Member	3 ³	2	2
Vicki Skidmore	Member	3 ³	3	
Katie Anscorb	Member	3 ³	3	2
Ellie Booth	Director	2 ⁴	2	2 ⁵
Chris Vowell	Member			2
Alis Bennett	Member			2

Notes:

1. Details of attendance for the financial year 2021-22 have been included as they were requested at the 2023 AGM.
2. These members stood down at the 2022 AGM so were only eligible to attend 5 committee meetings in financial year 2021-22.
3. These members were elected at the 2022 AGM so were only eligible to attend 3 committee meetings in financial year 2021-22.
4. Ellie Booth took over as the Director representative when Simon Crute stood down and was eligible to attend 3 committee meetings in financial year 2021-22.
5. In addition Alan Macdonald attended 1 committee meeting in this period as a director.