

**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From March 2023      Period start date  
To February 2024      Period end date

**Charity name: Addlestone Canoe Club**

**Charity registration number: 1158049**

### Objectives

The objectives of the Charitable Incorporated Organisation (CIO):

- The promotion of community participation in healthy recreation in particular by: - the provision of facilities for all aspects of the sport of canoeing and paddlesports.
- To help young people, especially but not exclusively through leisure time activities, so as to develop their capabilities that they may grow to full maturity as individuals and members of society and their conditions of life may be improved.

The culture and vision of the Charitable Incorporated Organisation (CIO):

- Recognises the individuality and needs of each paddler and paddling discipline.
- Each paddler and discipline have their own distinct character and culture which is respectful of its community and context.
- There will be a program of training, with flexibility, varied and inclusive with opportunities to develop transferrable skills and encouragement of all to try other disciplines and sport and healthy exercise as well as those skills unique to each discipline, which suits the need of all the children, youth and adults from the local community participating in paddle sport and within the club.

### Activities

Addlestone Canoe Club has continued to go from strength to strength.

We opened our doors to the local community for our Come & Try it Days which were incredibly popular. We ran 2 days of taster sessions in total and 3 Introductory courses which gave the participants the opportunity to try all the different paddlesport craft that we have on offer at Addlestone Canoe Club whilst learning some key skills & about keeping safe on the water.

We ran regular sessions for our members for 52 weeks of the year, with multiple sessions available each week.

We have a strong racing section of the club who meet multiple times a week to train both on & off the water. In the winter there is a focus on strength & conditioning & in the summer there is a focus on skills & drills & stamina.

We have a large contingent of the club who are passionate about whitewater paddling. They have continued to hone their skills at the weekly pool sessions whilst helping newcomers to learn to roll & rescue others. The extremely popular river trips to various rivers including the Dart & the Tryweryn were very successful & are the highlight of the whitewater members year!

We have had an increase in our youth section that have been enjoying Freestyle kayaking. They regularly meet at the pool & other sections of local rivers where they can develop their skills.



We had our usual flatwater trip to the River Medway which is a popular summertime trip for some of our members.

We continued to provide opportunities to support our volunteer coaches with their training, safeguarding & first aid courses. We held in house coaching meetings where the coaches were able to share their ideas & expertise with one another.

We volunteered at the Virginia Water Water Safety Day which was run by Surrey Fire & Rescue Service. This day is a great community event where we assist in teaching the community about keeping safe on the waterways. We hosted our first corporate day, developing team building by taking the participants out of the office & into a kayak. They had a fantastic day learning new skills. We continue to have our clear up days which include looking after the canoe club site & building as well as regular Pennywort days. Pennywort is an invasive non-native species that is threatening to choke our waterways. With the support of volunteers from Sky & our members we have managed to regularly meet in the spring & summer months to try & tackle the pennywort.

We have continued to focus on the youth groups in the summer months with many scouting groups & a school group enjoying sessions on the water throughout the summer. We also ran taster sessions for a local council special educational needs (SEN) group.

## Statement of Trustees Responsibilities

The Trustees of Addlestone Canoe Club have ensured the objectives of the CIO Trust are met, through participating in the governance of the Club at Committee level & the receipt of the Club's Annual Report & Accounts.

The trustees attended last year's AGM & plan to attend this year's. They have participated in communication during the year that was pertinent to members. They have kept abreast of the challenges relevant to the performance of the CIO Trust & have been included as members of the Club Committee, receiving agendas for, attending at and reviewing minutes of all club committee meetings.

## Achievements and Performance

The racers have competed regularly at both regional & national marathon championships. Some became national champions for their age group & many have been promoted up through the divisional rankings. In sprint our younger juniors compete at our local, regional regattas whilst our more experienced racers compete at the National regattas with some podium places being achieved in their age categories. We also saw members representing Great Britain in marathon. They competed both in Spain & France & some of our junior members were selected for the Junior Development Squad. Some racers even took part in the Everest of all canoe marathon by competing in the Devizes to Westminster Canoe race. The race that takes place over 125 miles & last year it was in flood conditions meaning that unfortunately the crews from the club were unable to safely be allowed to go all the way to Westminster. However, their achievements are commendable.

Several of our juniors have become part of the Paddle UK Freestyle academy & they enjoy meeting up for these sessions & practising their skills with the Freestyle Coaches. One of our Junior members & two former members represented GB at the Freestyle World Championships in USA.

Our hard work with clearing the waterways was recognised by Paddle UK who presented us with Clear Water, Clear Access Club Champions Award & the Talent Club Award for all our work with our talented juniors. One of the volunteer coaches who helped us to achieve the Talent Club Award was recognised for all her efforts when she was nominated & won the Runnymede Volunteer Coach of the Year Award. We have also been one of the charity beneficiaries of the Mayor of Runnymede, the fund is for the promotion of opportunities for disadvantaged young people to be involved in paddlesport & can be used to train new & entry level coaches (including technical training, first aid & safeguarding).



We have been recognised for the many hours of volunteering that we do both at the National Sprint Regatta by winning the volunteers award. Many of the racing members & parents spend much of the regatta weekends helping to assist in the event smooth running, from working on photo finishing, on the safety boats, promotions & demotions & organising crew boats for races. We are proud to have been nominated for the Kings Award for Voluntary Service. It is lovely that the hours that our members, the committee & volunteers coaches give up helping the local community has been recognised.

## Financial Review

Review of the charity's financial position at the end of the period

CHARITY COMMISSION  
FOR ENGLAND AND WALES

Addlestone Canoe club

1158049

Receipts and payments accounts

CC16a

For the period from

01/03/2023

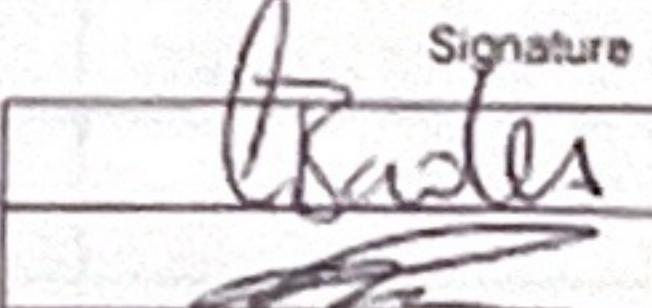
To

29/02/2024

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
MEMBERSHIP	9,031			9,031	11,084
BOAT STORAGE	1,987			1,987	1,450
EQUIPMENT HIRE	5,161			5,161	9,639
KIT INCOME	406			406	1,279
TRAINING COURSES	4,862			4,862	4,728
EVENTS				-	-
GRANT INCOME FOR NEW BUILDING				-	-
DONATIONS AND GRANTS	19,268			19,268	10,228
POOL INCOME	4,461			4,461	5,286
TRIPS	1,672			1,672	1,645
CLUB HIRE & FOOD	111			111	1,242
INTEREST	428	2		431	11
<b>Sub total (Gross income for AR)</b>	<b>47,387</b>	<b>2</b>		<b>47,389</b>	<b>46,592</b>
<b>A2 Asset and investment sales, (see table).</b>					
BOAT SALES	699	-	-	699	4,416
<b>Sub total</b>	<b>699</b>	<b>-</b>	<b>-</b>	<b>699</b>	<b>4,416</b>
<b>Total receipts</b>	<b>48,086</b>	<b>2</b>		<b>48,088</b>	<b>51,010</b>
<b>A3 Payments</b>					
BUILDING MAINTENANCE	708	-	-	708	-
PROFESSIONAL SERVICES	170	-	-	170	2,188
UTILITIES & RATES	4,750	-	-	4,750	4,872
INSURANCE & LICENCES	3,596	-	-	3,596	2,946
EQUIPMENT	-	-	-	-	601
EVENTS AND TRIPS	851	-	-	851	1,879
TRAINING	282	-	-	282	2,039
POOL	7,033	-	-	7,033	4,340
SUNDRY	3,822	-	-	3,822	2,210
KIT	1,922	-	-	1,922	2,749
LOAN REPAYMENT	10,715	-	-	10,715	10,715
<b>Sub total</b>	<b>33,849</b>	<b>-</b>	<b>-</b>	<b>33,849</b>	<b>34,639</b>
<b>A4 Asset and investment purchases, (see table)</b>					
NEW BUILDING	559	-	-	559	55,154
BOATS	11,013	-	-	11,013	8,610
VAT RECLAIM	86	-	-	86	284
<b>Sub total</b>	<b>11,658</b>	<b>-</b>	<b>-</b>	<b>11,658</b>	<b>63,481</b>
<b>Total payments</b>	<b>45,507</b>	<b>-</b>	<b>-</b>	<b>45,507</b>	<b>98,020</b>
<b>Net of receipts/(payments)</b>	<b>2,579</b>	<b>2</b>	<b>-</b>	<b>2,581</b>	<b>47,010</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	<b>44,342</b>	<b>3</b>	<b>-</b>	<b>44,345</b>	<b>91,354</b>
<b>Cash funds this year end</b>	<b>46,901</b>	<b>5</b>	<b>-</b>	<b>46,906</b>	<b>44,345</b>



Section B Statement of assets and liabilities at the end of the period					
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	
<b>B1 Cash funds</b>					
	BARCLAYS CURRENT ACCOUNT 73444937	4,443			
	BARCLAYS SAVINGS ACCOUNT 3243508	42,639			
	BARCLAYS CURRENT ACCOUNT 43241017	420			
	BARCLAYS SAVINGS ACCOUNT 33797309		5		
	PAYPAL ACCOUNT				
	<b>Total cash funds</b>	<b>49,901</b>	<b>5</b>		
(agree balances with receipts and payments account(s))					
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	
<b>B2 Other monetary assets</b>	VAT ACCOUNT	307			
<b>B3 Investment assets</b>					
		Fund to which asset belongs	Cost (optional)	Current value (optional)	
<b>B4 Assets retained for the charity's own use</b>					
	NEW BUILDING COSTS	Restricted	502,964		
	BOATS		19,623		
<b>B5 Liabilities</b>					
	LOAN FROM RUNNYMEDE BOROUGH COUNCIL	UNRESTRICTED	128,570	2030	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval	
			CHRISTOPHER DAVIES	16/09/2024	
			ANDREW DODSON	16/09/2024	
Statement explaining the policy for holding reserves stating why they are held	Addlestone Canoe Club has a significant amount in the savings account, this has been built up to ensure we have enough to pay the loan off to Runnymede Borough Council each year. There is no specific amount that is required to be held in reserve.				
Amount of reserves held	£42,039				
Reasons for holding zero reserves	The club operates with the funds that are available & continues to function with a positive bank balance.				
Details of fund materially in deficit	Not applicable				
Explanation of any uncertainties about the charity continuing as a going concern	Not applicable				

## Structure, Governance and Management

Description of charity's trusts:



Type of governing document (trust deed, royal charter)	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Charitable Incorporated Organisation (CIO)
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	Appointed by Election by the Members of the CIO

## Reference and Administrative details

Charity name	Addlestone Canoe Club
Registered charity number	1158049
Charity's principal address	Burcott Gardens Addlestone Surrey KT15 2DE

## 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 Jane Armitage	Trustee		
2 David Moss	Trustee		
3 Christopher Bowles	Trustee		
4 Andrew Dodson	Trustee	28th March 2024 onwards	
5 Carol Reeves	Trustee	Resigned 28 <sup>th</sup> March 2024	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not applicable
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets	Not applicable



from the charity's own assets	
-------------------------------	--

<b>Declarations</b>		
The trustees declare that they have approved the trustees' report above.		
Signed on behalf of the charity's trustees		
Signature(s)	<i>Caroline Pemble</i>	<i>Christopher Bowles.</i>
Full name(s)	Caroline Pemble	Christopher Bowles
Position (e.g. Secretary, Chair, etc)	Chair	Trustee
Date	16.9.2024	16/09/2024.





# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Addlestone Canoe Club

On accounts for the year  
ended

28<sup>th</sup> February 2024

Charity no  
(if any)

1158409

Set out on pages

1-4

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 28/02/2024.

Responsibilities and  
basis of report

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

Independent  
examiner's statement

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Hazel Lucas

Date:

24/9/24

Name:

HAZEL GILLIAN LUCAS

Relevant professional  
qualification(s) or body  
(if any):

AATQB

Address:

23 ORMOND DRIVE

HAMPTON, MIDDLESEX, TW12 2TP



Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Addlestone Canoe club

1158049

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CC16a

For the period from

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To

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<b>Sub total</b> (Gross income for AR)	47,367	2	-	47,369	46,592
<b>A2 Asset and investment sales, (see table).</b>					
BOAT SALES	699	-	-	699	4,418
	-	-	-	-	-
<b>Sub total</b>	699	-	-	699	4,418
<b>Total receipts</b>	48,066	2	-	48,069	51,010
<b>A3 Payments</b>					
BUILDING MAINTENANCE	708	-	-	708	-
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<b>Net of receipts/(payments)</b>	2,559	2	-	2,562	47,010
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	44,342	3	-	44,345	91,354
<b>Cash funds this year end</b>	46,901	5	-	46,906	44,345



## Section B Statement of assets and liabilities at the end of the period

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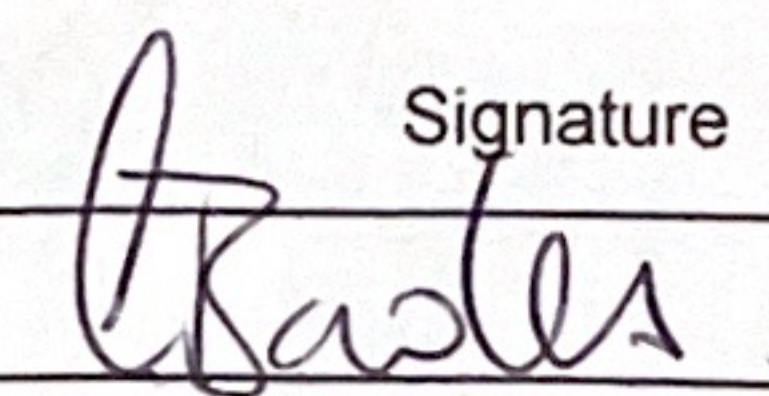
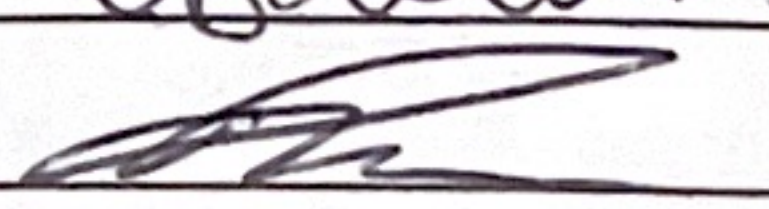
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		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	NEW BUILDING COSTS	Restricted	502,564	
	BOATS		19,623	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	LOAN FROM RUNNYMEDE BOROUGH COUNCIL	UNRESTRICTED	128,570	2030
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	CHRISTOPHER BOWLES	16/09/2024
	ANDREW DAWSON	16/09/2024





# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

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Hazel Lucas

Date:

24/9/24

Name:

HAZEL GILLIAN LUCAS

Relevant professional  
qualification(s) or body  
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AATQB

Address:

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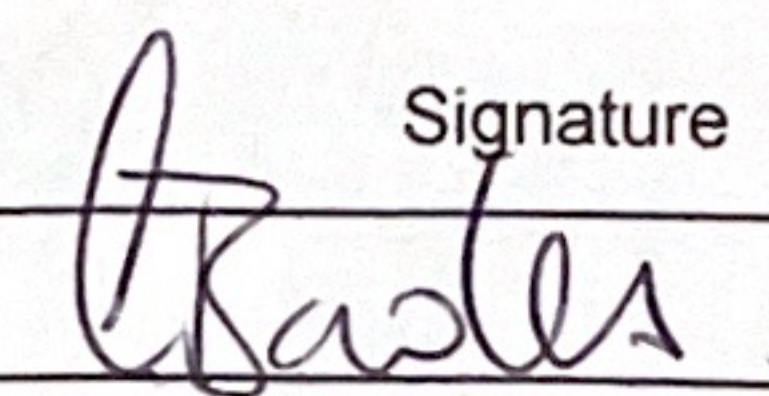
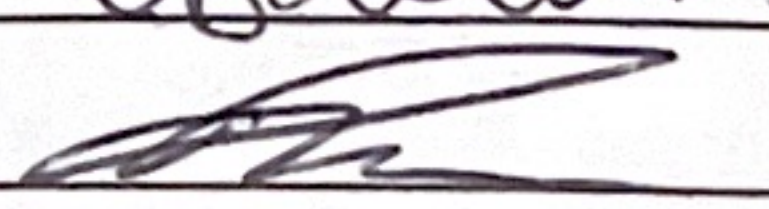
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	VAT ACCOUNT	307	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	NEW BUILDING COSTS	Restricted	502,564	
	BOATS		19,623	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	LOAN FROM RUNNYMEDE BOROUGH COUNCIL	UNRESTRICTED	128,570	2030
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	CHRISTOPHER BOWLES	16/09/2024
	ANDREW DAWSON	16/09/2024