



Registered Charity Number 1162606

**Annual Report and Financial Statements  
for the period  
1st November 2020 to 31st October 2021**

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for the period 1st November 2020 to 31st October 2021**

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**Prepared by Chris Walters (Chairman) and  
Ann Stephens & Co Ltd Accountants**

**SwimNarberth CIO Trustee Report & Accounts**  
1st November 2020 to 31st October 2021

## **TRUSTEES REPORT**

The Trustees present their report with the financial statements of the charity for the year end 31<sup>st</sup> October 2021. The trustees have adopted the provisions of the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)

**Charity number 1162606** Registered in England and Wales

Registered office address

**SwimNarberth  
Narberth Swimming Pool,  
Old School Grounds  
Station Road  
Narberth  
Pembrokeshire SA67 7AD**

Trustees

**Mr. Christopher Walters (Chairman)  
Prof. Keith Cash  
Mrs. Ruth Barnes  
Mr. Martin James**

Governing document

**Registered as a Charitable Incorporated Organisation (CIO) on 22st January 2015**

Bankers

**NatWest Bank  
18 High Street  
Haverfordwest  
Pembrokeshire SA61 2DE**

Independent Examiner

**Ann Stephens & Company Ltd. Accountants  
The Lodge  
Allensbank  
Providence Hill  
Narberth  
Pembrokeshire SA67 8RF**

## Structure, Governance and Management

SwimNarberth CIO was registered as a Charity on 9<sup>th</sup> July 2015 and is governed according to its constitution as a Charitable Incorporated Organisation by the trustees. It has four trustees who meet quarterly, with the manager, to set policies, determine strategy, make all the management decisions and review the operations to ensure they meet the aims and objectives of the Charity. All trustees are volunteers and the four founder trustees were appointed for an unlimited time period. Natural turnover of trustees will occur from time to time and a review will be carried out as required. New members will be recruited at need.

The General Committee comprises the trustees, the Friends of Narberth Pool, pool users, representatives of other community groups and anyone who has an interest in the pool and wishes to be involved. The General Committee raise funds, recruit volunteers and host events in support of the pool. An Annual General Meeting will be held in July, when reference will be made to future plans and the strategy for the coming year will be agreed.

## Public benefit statement

The charity advances its objects for public benefit by continuing to provide an affordable swimming pool for the community and any members of the general public who want to use it, providing public swimming, swimming lessons for seven local schools, private swimming lessons and many other water based activities to promote good health, enjoyment and water safety.

## Risk management

All staff and volunteers are fully trained for the positions they hold. The manager and the Duty Officer are fully trained in risk management and all policies, procedures and training are kept up to date, in line with municipal swimming pools in the county. It is the policy of SwimNarberth CIO to proactively identify, understand and manage the risks inherent in our services and associated plans and strategies.

## Objectives and Activities

The objects of the CIO are to maintain Narberth Swimming Pool for the use of the general public, as an affordable, community swimming facility, accessible to all on a sustainable, not for profit basis, promoting the benefits of swimming and green energy. Nothing in the constitution shall authorise an application of the property of the CIO, for the purposes which are not charitable.

Activities: We open six days a week and offer free of charge swimming for Children under 16, Adults 60+ and Family Swim sessions in line with the County Councils guidelines. In addition to our public swimming and lessons for all ages, the activities we provide include, lessons for Parent and Baby, Parent and Toddler, Junior Life Saving Club, swimming lessons for six local schools, Aqua-Robic classes, Hydro-cycle classes, the Over 55 Club, Ladies Only, Canoe Club, Swimming for the Disabled and Pembrokeshire Autistic Club. We have a meeting room where we run training courses for Life Guards, First Aid and Life Saving. The meeting room is also used by the Over 55 Club, for children's pool parties, for training and as a free meeting venue for any local community group who need a venue to hold their meetings. We have our

web site [www.swimnarberth.com](http://www.swimnarberth.com) where we keep everyone informed of our activities and we also distribute by email our newsletter called 'Pool Notes' to anyone who would like to receive it and a copy is posted up in the meeting room.

## History

SwimNarberth was formed from the Friends of Narberth Pool (FoNP), who in December 2013 decided to challenge the decision of Pembrokeshire County Council (PCC), to close Narberth Swimming Pool. In Jan.2014 they were constituted and constructed a viable and sustainable plan to take over and run the pool for the community. After presenting an acceptable plan to PCC, we were given three months to raise £80,000.00 from private sources, to enable the plan to go forward; in total FoNP raised in excess of £120,000.00. SwimNarberth was constituted in April 2014 and took over the 125year lease of the grounds, buildings and total management of the business on 1<sup>st</sup> November 2014. SwimNarberth was registered as a Charitable Incorporated Organisation (CIO) on 9<sup>th</sup> July 2015.

## Achievements and Performance including Challenges 2020-2021

Maintain existing provision for all ages and abilities.	We continue to supply Pembrokeshire CC with schools swimming lessons and free-swimming provision, in line with Welsh Assembly Government commitment.
On-Going staff development	SwimNarberth has invested in 1 new full time Assistant Manager and various Swimming Teachers who are all developing in the industry
Trustees & Chair	2 New Trustee's have been welcomed to Swim Narberth CIO and we welcome a new Chairman.
New Management	SwimNarberth will be investing in a new Pool Manager and support staff over 2020-2021

Also included in our five year plan were:-

- A grant of £3000pa from Narberth Town Council
- The ongoing relationship with Friends of Narberth Pool, as the main source of community involvement, general fundraising and volunteers.

## Challenges

### 1) Pool Circulation Pump

In December 2020 – We had a major breakdown in the Plant Pool Room where our Circulation Pump after many a year came to its end of life leaving the pool closed for a period of a month missing out on vital income. A New pump was donated by a local business and money from crowdfunding was used to enable us to overhaul the original pump allowing us to have a spare should the pump fail again.

## 2) Coronavirus COVID-19 Pandemic

SwimNarberth CIO original trustee's decided to take advantage of the Bounce back loan to ensure security of the pool should any unforeseen issues occur upon the re-launch of the pool. The Bounce back loan is classified as an unsecured loan. The pool continues to pay this loan.

The Pandemic meant we had to operate in strict conditions and with restricted numbers.

## Future Plans

Our plans continue to look into the future. Last year we planned to:

- Reassess the range of services we provide, our staffing levels and timetables, to ensure provision for the future.
  - Completed and implemented
- Continue the ongoing provision of a range of classes to meet the needs of local people eg: people with disabilities, women only and exercise classes.
  - Ongoing
- Continue to fundraise to complete and maintain improvements.
  - Ongoing
- Plan to develop further in-house opportunities to Train both Children and Adults
  - Implemented – Swim Narberth now perform this training
- Refresh our Website and introduce a Digital Payment System to bring into line with other similar organisations.
  - We have introduced a New EPOS system, DD system all of which comply with the Data Regulation Act.

## Financial review and reserves policy

The total income for the period was £102,294. This is broken down into; Sales, Purchases Donations, Grants.

Total expenditure for the period was £145,817 This is broken down into: Wages and staff costs, professional fees, office costs, utilities and other business expenses, as well as a capital expenditure of £2,260 for the building.

The income represents a profit of £24,808 over the period ended 31 October 2019. Leaving unrestricted funds at £24,132 in the charity's unrestricted account at 31<sup>st</sup> October 2021 and this constitutes the reserves of the charity.

It is the Board's intention to continue developing a Risk Register and Reserves Policy and to build up sufficient reserves and maintain sufficient funds to continue to operate the pool and

meet any unforeseen circumstances. The budget and expenditure are agreed in accordance with available resources.

The total income is under the current £500,000 audit threshold in the Charities Act 2011 and the Trustees have therefore agreed that the accounts should be independently examined rather than incurring the additional costs of audit.

## Trustees' responsibilities

The Trustees of the charity acknowledge their responsibility to maintain proper accounting records, to prepare Annual Accounts which show a true and fair view of the activities of the charity and to take appropriate measures to protect the assets of the charity from major loss.

This Report is made under the Charities Act 2011 in accordance with the requirements of the Charities (Accounts and Reports) Regulations 2008.

## Approval

This report was approved by the Trustees on Monday 7<sup>th</sup> November 2022 and is signed on their behalf by: (Note: Audit report received late)

A handwritten signature in black ink, appearing to read "C Walters".

Signed:

**Christopher James Walters**  
***Chairman – SwimNarberth CIO***

Date: 7<sup>th</sup> November 2022



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Swim Narberth

No (if any)  
1162606

## Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01 November 2020		31 October 2021

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations	803		-	803	14,168
Grants	21,920	6,626	-	28,546	39,766
Pool income	69,617	-	-	69,617	63,240
Other income	3,326	-	-	3,326	3,368
Bank account interest	3	-	-	3	8
Bounceback loan	-	-	-	-	25,000
<b>Sub total(Gross income for AR)</b>	<b>95,669</b>	<b>6,626</b>	<b>-</b>	<b>102,294</b>	<b>145,550</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>95,669</b>	<b>6,626</b>	<b>-</b>	<b>102,294</b>	<b>145,550</b>
<b>A3 Payments</b>					
Cost of sales	5,960	-	-	5,960	1,437
Wages, salaries and other staff costs	60,854	5,950	-	66,804	71,173
Rent, rates, power and insurance	16,662	-	-	16,662	21,130
Repairs and renewals	18,195	-	-	18,195	4,834
Telephone, stationery and other office costs	2,646	-	-	2,646	1,196
Advertising costs	373	-	-	373	150
Bank, credit card and other finance charges	770	-	-	770	643
Accountancy, legal and other professional fees	5,193	-	-	5,193	1,187
Other business expenses	717	-	-	717	24
Loan capital repayments	1,232	-	-	1,232	-
Loan interest paid	250	-	-	250	-
Grant repayment	-	24,143	-	24,143	-
VAT (net)	2,872	-	-	2,872	1,132
<b>Sub total</b>	<b>115,724</b>	<b>30,093</b>	<b>-</b>	<b>145,817</b>	<b>102,906</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Building additions	2,000	-	-	2,000	9,946
Equipment additions	260	-	-	260	408
<b>Sub total</b>	<b>2,260</b>	<b>-</b>	<b>-</b>	<b>2,260</b>	<b>10,354</b>
<b>Total payments</b>	<b>117,984</b>	<b>30,093</b>	<b>-</b>	<b>148,077</b>	<b>113,260</b>
<b>Net of receipts/(payments)</b>	<b>- 22,315</b>	<b>- 23,467</b>	<b>-</b>	<b>- 45,782</b>	<b>32,290</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	<b>46,447</b>	<b>24,143</b>	<b>-</b>	<b>70,590</b>	<b>38,300</b>
<b>Cash funds this year end</b>	<b>24,132</b>	<b>676</b>	<b>-</b>	<b>24,808</b>	<b>70,590</b>





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>Swim Narberth</b>	No (if any) 1162606
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### Receipts and payments accounts

For the period from	Period start date 01 November 2020	To	Period end date 31 October 2021
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## 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 £
B1 Cash funds	Cash at bank	24,082	676	-
	Petty cash	50	-	-
		-	-	-
	<b>Total cash funds</b>	<b>24,132</b>	<b>676</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	VAT due from HMRC	3,289	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost	
	Shares in Narberth Energy Limited	Unrestricted	6,150	
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost	
	Improvements - opening balance	Unrestricted	225,910	
	Improvements - current year expenditure	Unrestricted	2,000	
	Equipment	Unrestricted	3,883	
	Equipment - current year	Unrestricted	260	
	<b>Total</b>		<b>232,053</b>	
B5 Liabilities	Details	Fund to which liability relates	Amount due	
	Wages costs to end of October 2021	Unrestricted	7,608	
	Bounce back loan	Unrestricted	23,768	
	Overclaimed CJRS	Restricted	676	

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

Signature	Print Name	Date of approval
	Christopher Walters	7/11/22
	Ruth Barnes	7/11/22



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name Swim Narberth		No (if any) 1162606	
Receipts and payments accounts			
For the period from	Period start date 01 November 2020	To	Period end date 31 October 2021

## Section C Notes to the accounts

### C1 Basis of preparation

These accounts have been prepared on a receipts and payments basis.

### C2 Guarantees

The Charity did not give any guarantees during this year or the prior year

### C3 Secured debts

The Charity did not have debt owed by it at 31 October 2021 that was secured by a charge on any of its assets.



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

Report to the trustees/ members of	SwimNarberth CIO		
On accounts for the year ended	31 October 2021	Charity no	1162606
Set out on pages	3 pages attached		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 October 2021.

### 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 Trust's accounts carried out under section 145 of the 2011 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 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

Signed:  Date: 4/11/2022

Name: Jay York

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

Address: Ann Stephens & Company Limited  
Allensbank, Narberth, Pembrokeshire SA67 8RF