

Cornish Pilot Gig Association Trustee Annual Report

May 2023 - April 2024



**Cornish Pilot Gig
Association**

Charity Name: Cornish Pilot Gig Association

Charity Number: 1166613

Registered Address: Cornish Pilot Gig Association, Krowji, Redruth, Cornwall, TR15 3AJ

Trustees and Roles

During the period of this report, the following were acting trustees:

- Adam Anderson
- Peter Chalkley
- Norma Edwards
- Clair Fennessey
- Peter Fisher - Chair
- Christine Hunter - resigned Jan 2024 AGM
- Tristan Netherton
- Bob Thompson - resigned Jan 2024 AGM
- Ryan Watts - Treasurer

Governing Document

The Cornish Pilot Gig Association CIO is governed by the constitution as accepted in 2016.

The Cornish Pilot Gig Association did not appoint any trustees through co-opt powers as assigned in the constitution.

Structure

The Cornish Pilot Gig Association is a Charitable Incorporated Organisation.

Trustees

The trustees understand the responsibilities associated with this position.

Charity Purposes

- To promote community participation in healthy recreation, by the provision of facilities for coastal rowing, in particular Cornish Pilot Gigs, for the benefit of the public.
- To advance the education of the public in the traditions and heritage of Cornish Pilot Gig rowing and Cornish Pilot Gigs.

Charity Activities

We have a number of core principles which inform the way we operate and communicate. They are the basis of our aspirations for the future and our respect for the past.

- Our mission is to uphold and enable the specification, heritage and rowing of the Cornish Pilot Gig.
- Our vision is the effective governance of a thriving traditional sport by optimising enjoyment, well-being and performance.

Our values are:

- Authentic – Cornish culture and living traditions find expression in the Cornish Pilot Gig and every aspect of the sport.
- Community – Warm and inclusive ethos welcomes one and all.
- Professional – Commitment to safety, equity, welfare and rigorous standards.

The charity trustees uphold that they have acted in accordance with this aim and the objectives of the organisation in the interest of public benefit.

Strategy

Vision/Mission

In 2022 our member clubs adopted the Our Sport - Our Community strategy and we are guided by the values of this document. In our 2024 annual review we report against the key aims of this strategy.

Our Vision

The 2022-27 Our Sport - Our Community strategy is designed to deliver a thriving traditional sport which facilitates enjoyment, well-being and performance to individuals of all abilities and ages within our vibrant rowing community.

Our Mission

- To help clubs to provide safe and varied rowing opportunities
- To enhance the sporting experiences of individuals
- To uphold the specification of the Cornish Pilot Gig

Aim 1: Develop the CPGA to meet demands of expansion

In 2022 we worked on securing the stability of the CPGA. In 2023, we focused on building the capacity of the organisation. In 2024, we sought to elevate event provision across the sport.

Trustees in Numbers

At the 2024 AGM two Trustees, Christine Hunter and Bob Thompson stepped down, taking numbers from 9 to 7. Our organisation has benefitted from drawing representatives from across the regions and their diverse knowledge and experience of Cornish Pilot Gig rowing.

Each remaining trustee has focussed on a particular area as well as supporting whole sport themes.

- Peter Fisher - Racing
- Peter Chalkley - Community
- Tristan Netherton - Safety
- Adam Anderson - Safeguarding
- Clair Fennessy - Governance
- Norma Edwards - HR
- Ryan Watts - Finance and compliance

Governance

During 2023 and 2024 we have updated rules, policies and other documentation. We also carried our annual reporting responsibilities to the Charity Commission.

Staff Team

In November 2023, staff capacity was reduced to 3 part-time core employees. The staff team capacity was bolstered from late November 2023 by 3 full time project staff as part of our Wave of Events project.

Our Core Team

- Claire Tripp carried out strategic and operational oversight as our General Manager.
- Morwenna Geach maintained our finance systems, coordinated event bookings and supported clubs through the Just Go system, a vital tool for governing bodies to securely manage data.
- Anne Curnow Care maintained our data and monitoring systems and supported key areas including safeguarding.

Our Project Team

- Nick George coordinated event safety provision, facilitated race official development and supported key areas including club safety.
- Jade Colton delivered a marketing campaign to include membership communications, social media activity and live event coverage.
- Dylan Jane worked with event hosts and partners to develop and deliver on-water competitions and other shore-based events.

Aim 2 Support development of existing and new clubs

In 2023 we have been extending our use of the Just Go membership portal to better manage club data and exploring ways to support clubs more effectively. In 2024 we added new clubs to our club directory and provided their profile and visibility through our websites.

Clubs

The Association is experiencing steady growth in club membership across a broadening geographical area, in particular into the East of England. The membership by the end of this period stood at 90 member clubs.

Club Membership

Whilst club membership numbers are a good indication of participation across the sport we are aware that clubs support even wider numbers through non-member engagement with corporate events, specific need groups and project participants. By the end of this period, total club membership stood at 6455.

Club Communications

For some time we have been producing weekly updates to keep club members up to date with whole sport news and information. Throughout 2023/2024, we have shared important announcements and up-coming dates through this newsletter.

Safeguarding

We have continued to help clubs deliver their safeguarding responsibilities through the Disclosure and Barring Service.

Safety

We developed a safety guidance portal and held a specific session dedicated to supporting those responsible for safety at club level.

Fixtures

In 2023/2024 services to member clubs included the collation and provision of a fixture calendar.

Club In A Box

Club in a Box has been running since 2017 and continues to benefit new and developing clubs.

During 2023/24, the Club in A Box boats and sets of equipment brought benefits to 3 growing clubs enabling them to establish their membership base and extend opportunities for their communities.

Aim 3: Improve competition at all levels

In 2023 we continued to work with our event host partners to uplift championship provision. In 2024, Wave of Events -our event development initiative provided support and interventions with the aim of improving competition. This included working with club partners to plan new competition events designed in response to community feedback.

Events

The CPGA team continued to uphold high standards supporting event hosts by providing competition scrutiny, medical and emergency contacts and media permissions. More events were featured on the fixtures calendar than ever before.

Championships

The work with Championship event hosts throughout 2023/24 continued to secure wide participation and engagement across age groups. In early 2024 planning began for a new Junior International Championships with the aim of providing young people with an inclusive and prestigious end of season competition.

Race Officials

New and more training sessions for race officials were scheduled to engage more beginners in the Race Official cohort and to update experienced officials as per the revised 2024 rules.

Coxing Course

During 2023/24 a new formal learning pathway was developed and launched, with the first cohort of learners gaining their Level 1 Introduction to Coxing qualification by the end of this period.

Aim 4: Support individual engagement with sport

People

Our clubs and their officers have done a fantastic job of getting our growing and diverse community of the water. CPGA volunteers have continued to contribute time and expertise to facilitate the running of the sport including our Trustees, Standards Team, GigRower Stream Team and Race Officials.

Builder Community

Our sport rests on the continuation of traditional boat building and the skills of our gig builders. Our continuing collaboration with Falmouth Marine School enabled us to support students in learning the skills needed to support this important sector through the building of gigs.

GigRower Member Updates

In 2023/2024 we continued to build a significant readership who enjoyed a monthly digital magazine with varied content.

Aim 5: Promote sport and maximise impact

The sharing of community stories and live coverage of events continued to raise the profile of gig rowing in 2023/2024. Online audiences enjoyed content across social media channels with particularly strong growth via instagram during this period.

Websites

We have maintained our two websites and through the sites we have shared recruitment opportunities, news and community stories.. These websites are cpga.co.uk and gigrower.co.uk

Social Media

2023/2024 saw continuing growth, in particular via GigRower instagram. We are very fortunate to have an active online community across social media platforms. Thanks to all those who have supported the development of GigRower over the years.

GigRower StreamTeam

The GigRower StreamTeam provided an invaluable service providing audiences the chance to watch championship events live (weather permitting) and also gave participants the opportunity to replay their sporting performances.

Cornish Pilot Gig Association
Finance Report
Including Independently Examined
Accounts
May 2023 - April 2024



Cornish Pilot Gig
Association

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Finance Report - Detail

The accounts have been prepared on an accruals basis for this accounting period as they were in the previous year.

The accounts have three columns this year, it has restricted funds and unrestricted funds. The restricted funds relate to an ERDF grant via Superfast 3 Inclusive Growth Business Grant Scheme and the Shared Prosperity Fund (SPF) which is the Wave of Events Project and as such, all monies spent as part of these projects are restricted to project activity. Our core spend is listed in the unrestricted column.

The trustees have actively looked at our accounting needs and have secured advice to support the efficient use of our accounting software (Xero). We have a new Independent Examiner this year - Celtic Bookkeeping & Accountancy Services Ltd.

We have provided a breakdown of each line item below which explains how our income and expenditure are generated.

The trustees are actively looking at our accounting needs and will be engaging with new accountants in the coming months as our organisation grows through membership growth and grants.

During the accounting period, we spent £19,702 on legal and data protection and approximately £4,000 on capital IT equipment for new staff members as part of the Wave of Events Project which wasn't eligible for funding. These were one off costs which contributed to lower overall profitability.

For the accounting period, the association made a net loss of £4,789.92 in unrestricted funds.

Both the combined unrestricted and restricted year end net profit of £14,441.

The bank balance at the start of the period was £83,708.75 and closed at £57,258.79

Receipts

- Club membership – this is £5 per member per club
- GigRower membership - this is the £25 GigRower Membership, a subscription service
- License – Monies received for licensing gig builds, 3 boats were built in this year compared to 8 the year before

- Championship events – Monies coming in as entry fees to the main large championships including WPGC, Mixed, Vets, Super Vets, Masters, this money goes out again in costs to host clubs
- Merchandise – calendar and car sticker sales
- Sponsorship – Sponsors of the CPGA and GigRower. Our main sponsors were Sharps for WPGC/Newquay and Plymouth CityBus for the Junior International Championships. We had no headline sponsor this year.
- Club in a Box – Revenue from the £1000 fee per boat per year, reduced as monies weren't received in this year due the timing of new agreements with participating clubs.
- DBS – monies received for DBS checks
- Adverts - adverts on our platforms including the GigRower website
- Insurance – monies received for members Personal Accident Insurance cover, this goes out again in payments to the insurer
- Training income – monies received from facilitating training courses
- SPF – restricted funds, money drawn down from the Shared Prosperity Fund as part of the Wave of Events Project
- Other – misc receipts

Payments

- Wages – Unrestricted wages include the core staff team (3 part time). This has increased on the previous year as the previous year didn't have a full staff team for parts of it. Restricted wages include the Wave Of Events project team.
- Project – No project costs in this accounting period.
- Championship events – Monies out to host clubs (receipts listed above), this also includes medal costs for championships and the costs of delivering the National County Championships
- Light / heat – Utilities for office space at Krowji
- Bank fees – Card processor fees and other associated banking charges
- Merchandise – Calendar printing and design cost offset by £500 from sponsorship
- Rent – Our office space Krowji (reduced compared to last year due to the timing of payments)
- Phone and internet – staff phones and internet at Krowji
- Venue hire – Club consultation sessions held around the UK
- Contractor expenses - Contractor travel including Drone Pilot

- Media production – Mostly GigRower stream team costs including professional drone pilot, some boat hire for events and misc equipment
- Insurance – CPGA Insurance and Club Personal Accident Insurance
- Measurers – Expenses for travel for our volunteer Standards Team members
- Accountancy – Software, end of year services and PAYE support
- Consultancy – HR, health and safety review, sponsorship activities
- Software – JustGo Membership Platform/Google Workspace/Trello/CRM
- PP&S – Calendar postage and stationary
- General – Amazon Prime and other misc costs
- Staff expenses – Staff travelling to events and club consultations
- Trustee expenses - travel expenses
- Volunteer travel - volunteer expenses for travelling to various events
- Equipment – Computer/staff laptops and Stream Team equipment (some supported by a grant from SuperFast Cornwall)
- Legal – Legal support
- Training costs – Mainly safeguarding training
- Staff training – Data protection courses

Reserves

The CPGA will hold a minimum of £30,000 in working capital.

Three months operating costs in the event of winding up.

Investments

The CPGA holds no investments.

Reports End

Signed on behalf of the Charity Trustees

Ryan Watts - Treasurer



Income and Expenses

Cornish Pilot Gig Association CIO
For the year ended 30 April 2024

Previous Year Comparison
As of April 30, 2023

Account	Superfast Grant	Wave of Events	Unrestricted	Total	Total April 2023
Turnover					
Adverts	0.00	0.00	585.00	585.00	510.00
Boat Licence	0.00	0.00	1,500.00	1,500.00	4,000.00
Championship income	0.00	0.00	19,475.20	19,475.20	9,549.58
Club in a Box	0.00	0.00	2,000.00	2,000.00	3,000.00
Club membership fees	0.00	0.00	33,250.00	33,250.00	30,895.00
DBS income	0.00	0.00	1,100.00	1,100.00	2,040.00
Donations	0.00	0.00	34.80	34.80	74.20
Gigrower Membership	0.00	0.00	71,492.00	71,492.00	68,711.64
Grants	4,848.02	0.00	0.00	4,848.02	
Headline sponsor					8,000.00
Insurance income	0.00	0.00	5,441.01	5,441.01	1,499.26
Merchandise income	0.00	0.00	796.90	796.90	722.95
Other	0.00	0.00	133.61	133.61	
Other sponsorship	0.00	0.00	9,615.00	9,615.00	6,960.00
Training income	0.00	0.00	3,090.00	3,090.00	
SPF Income	0.00	51,607.00	0.00	51,607.00	0.00
Total Turnover	4,848.02	51,607.00	148,513.52	204,968.54	135,962.63
Cost of Sales					
Direct Wages	0.00	26,910.62	54,172.51	81,083.13	39,802.06
Total Cost of Sales	0.00	26,910.62	54,172.51	81,083.13	39,802.06
Gross Profit	4,848.02	24,696.38	94,341.01	123,885.41	96,160.57

Income and Expenses

Cornish Pilot Gig Association CIO

For the year ended 30 April 2024

Previous Year Comparison

As of April 30, 2023

Administrative Costs	Superfast Grant	Wave of Events	Unrestricted	Total	Total April 2023
Audit & Accountancy fees	0.00	0.00	1,087.80	1,087.80	517.68
Bank Fees	0.00	0.00	3.73	3.73	0.00
Card processor fees	0.00	0.00	3,862.94	3,862.94	3,325.38
Championship events	0.00	0.00	28,351.61	28,351.61	15,452.10
Comms with membership	0.00	0.00	387.05	387.05	260.26
Computers software	0.00	0.00	1,825.86	1,825.86	1,695.24
Consultancy	0.00	1,300.00	2,895.16	4,195.16	14,665.00
Contractor expenses	0.00	0.00	572.00	572.00	999.50
CRM Software	0.00	0.00	4,252.80	4,252.80	4,516.20
DBS	0.00	0.00	754.80	754.80	1,473.60
Depreciation Expense	1,977.81	0.00	0.00	1,977.81	0.00
Events Equipment	0.00	0.00	900.87	900.87	8,009.10
General Expenses	0.00	0.00	166.33	166.33	179.00
Insurance	0.00	0.00	9,851.31	9,851.31	3,593.17
IT Software & Consumables	133.58	0.00	620.62	754.20	0.00
Legal and data protection	0.00	0.00	430.00	430.00	0.00
Legal Expenses	0.00	0.00	19,702.80	19,702.80	0.00
Light, Power, Heating	0.00	0.00	908.32	908.32	550.26
Marketing	0.00	0.00	0.00	0.00	485.40
Measures expenses	0.00	0.00	1,777.62	1,777.62	1,379.62
Media Production	0.00	0.00	6,170.06	6,170.06	5,987.83
Merchandise	0.00	0.00	839.83	839.83	265.38
Postage, Freight & Courier	0.00	0.00	0.00	0.00	129.85
Printing & Stationery	0.00	0.00	430.64	430.64	212.39
Project	0.00	0.00	0.00	0.00	39,505.26
Rates	0.00	0.00	118.01	118.01	0.00
Recruitment	0.00	87.49	176.28	263.77	252.20
Rent	0.00	0.00	7,071.54	7,071.54	7,940.61
Staff Expenses	0.00	3,716.38	1,624.85	5,341.23	1,151.27
Staff Training	0.00	187.20	0.00	187.20	0.00
Sundry	0.00	0.00	0.00	0.00	186.55
Telephone & Internet	0.00	0.00	1,661.02	1,661.02	1,568.64
Training costs	0.00	336.00	888.00	1,224.00	0.00
Trustee Expenses	0.00	0.00	547.85	547.85	1,845.34
Venue hire	0.00	1,759.58	0.00	1,759.58	100.00
Volunteer Subsistence	0.00	815.66	1,251.23	2,066.89	2,741.27
Total Administrative Costs	2,111.39	8,202.31	99,130.93	109,444.63	118,988.10
Operating Profit	2,736.63	16,494.07	(4,789.92)	14,440.78	(22,827.53)



Balance Sheet

Cornish Pilot Gig Association CIO

As at 30 April 2024

Account	Notes	Restricted		Unrestricted	Total
		Superfast Grant	Wave of Events		
Fixed Assets	[1]				
Tangible Assets					
Computer, Media & Communication Equipment		6,044.04	0.00	1,631.99	7,676.03
Less Accumulated Depreciation on Computer Equipment		(1,977.81)	0.00	0.00	(1,977.81)
Total Tangible Assets		4,066.23	0.00	1,631.99	5,698.22
Total Fixed Assets		4,066.23	0.00	1,631.99	5,698.22
Current Assets		Total	Total April 2023		
Cash at bank and in hand					
Cornish Pilot Gig Association		57,258.79	83,708.75		
Total Cash at bank and in hand		57,258.79	83,708.75		
Accounts Receivable		1,319.16	5,848.88		
Grants Receivable	[2]	39,433.36	0.00		
Total Current Assets		98,011.31	89,557.63		
Creditors: amounts falling due within one year					
Accounts Payable		558.63	23.77		
Historical Adjustment	[3]	9.68	(47.31)		
Suspense	[4]	(880.00)	0.73		
Total Creditors: amounts falling due within one year		(311.69)	(22.81)		
Net Current Assets (Liabilities)		98,323.00	89,580.44		
Total Assets less Current Liabilities		104,021.22	89,580.44		
Net Assets		104,021.22	89,580.44		
Capital and Reserves					
Current Year Earnings		14,440.78	(22,837.21)		
Retained Earnings		89,580.44	112,417.65		
Total Capital and Reserves		104,021.22	89,580.44		
Represented by Funds					
Unrestricted		54,790.52			
Reserves		30,000.00			
Restricted - WOE		16,494.07			
Restricted - Superfast		2,736.63			
Total		104,021.22			

Notes

[1] No fixed assets declared in 22-23 accounts

[2] Grant receivable relates to the SPF income - not yet met the quarterly expectations - with regards achievement & expenditure claims

[3] Historical Adjustments relate to changes in Aged Payables and Aged Receivables after the filing of accounts due to no lock date in the system

[4] Suspense £880 relates to an overpayment to a supplier that was refunded in the next financial year and 73p relates to a historic difference in the bank balance



STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 APRIL 2024

Cornish Pilot Gig Association CIO

Including Movement of Activity

Resources & Expenditure	Notes	Unrestricted Funds	Restricted Funds		Total Funds	Total 2023
Income from			Wave of Events	Superfast Grant		
Charitable Activities	A	148,514			£148,514	£135,963
Grants	B	-	£51,607	£4,848	£56,455	£0
Total Incoming		£148,514	£51,607	£4,848	£204,969	£135,963
Expenditure on						
Direct Wages	C	54,173	£26,911	£0	£81,084	£39,802
Administrative cost	D	99,131	£8,202	£2,111	£109,444	£118,988
		£153,304	£35,113	£2,111	£190,528	£158,790
Net Income		-£4,790	£16,494	£2,737	£14,441	-£22,828
Transfer between funds						
Contribution to projects	E					
Net Movement		£0	£0	£0	£0	£0
Reconciliation of funds						
Fund Balances Brought Forward		£89,582	£0	£0	89,582	£112,418
Fund Balances Carried Forward	F G	£84,792	£16,494	£2,737	£104,023	£89,590

Notes:

- A Income received of £148,514 was unrestricted and received from the charities activities
- B 2 grants were received during this year:
Superfast 3 Inclusive Growth Business Grant Scheme and the Shared Prosperity Fund (SPF)
which is the Wave of Events Project and as such, all monies spent as part of these projects are restricted to project activity
- C Direct wages were split across the 1 projects - Wave of Events (£26,911) and the unrestricted funds of the charity
- D Administrative costs were split between the 2 restricted funds; Wave of Events (£8,202), Superfast (£2,111) and the unrestricted funds of the charity
- E within this financial year there were no transfers of funds made
- F There is a small decrease in Unrestricted Funds from £89,582 to £84,792
There is £16,494 remaining to spend on this year's Wave of Events funds
There is £2,737 remaining to spend on the Superfast Grant
- G There is a discrepancy in the closing and opening balance between the 2022 accounts and 2023 account of £10

Notes to the Financial Statements for the Year Ended 30th April 2024

Cornish Pilot Gig Association CIO

Charitable activities

Charitable income comprises of funds recieved from its members and the beneficiaries of the chairties activities.

Grant funding

Grant funding this year has been restricted and must be used for specific charitable purpose as defined by the donor

Direct Wages

These are the direct wages of employed members of staff within the chairty.

Administrative costs

These include the costs attributable to the charity's daily running activities excluding any staff wages.

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortization

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Computer, Media & Communication Equipment	3 year reducing balance

Fund structure

Unrestricted income funds are general funds that are available for use at the trustee's discretion in furtherance of the objectives of the charity. Restricted funds are grants and funds allocated to specified expenditure.

Financial instruments

Classification

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instrument

Recognition and measurement

Basic financial assets and liabilities are initially measured at transaction price (including transaction costs) and subsequently measured at their settlement value.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognized amounts and the Charity intends either to settle on a net basis, or to realize the asset and settle the liability simultaneously.

Financial assets are derecognized when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the Charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the Charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognized only when the obligation specified in the contract is discharged, cancelled or expires.

The attached annual accounts comply with current statutory requirements, the charity's governing document and the Statement of Recommended Practice (Charities SORP (FRS 102)).

The charities accounts have been created on an accruals basis



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Report to the trustees

Charity Name

THE CORNISH PILOT GIG ASSOCIATION

On accounts for the year ended

30th April 2024

Charity no
(if any)

1166613

Set out on pages

(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 **30 / 04 / 2024**.

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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) 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.

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

IER

Oct 2018

1



Signed: S. Smith

Date: 16th January 2026

Name: Stacey Smith

**Relevant professional
qualification(s) or body (if
any):** AICB - 450372

Address: Celtic Bookkeeping & Accountancy Services,
Suite 8 Tower House, New Portreath Road
Portreath, Cornwall TR16 4PA

Only complete if the examiner needs to highlight material 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.

Following our review of the 2025 records, it was suggested we revisit the 2024 accounts due to the switch from Accruals to Cash accounting not being completed fully and the 2025 accounts being over the £250k threshold meaning accrual accounts were needed and future funding requesting depreciation of assets in the funding details, therefore this is an amendment from Cash to Accruals along with review of records.

Most area's for improvement will be shown in both the 2024 and 2025 reports:

- Adding a lock date to xero would avoid any small errors occurring
- The creation of a monthly bank reconciliation report would highlight any unreconciled transactions affecting the bank balance going forward
- Uploading Bank statements to Xero files, to help speed up the Independent examination
- Reviewing the Aged Payables & Receivables detailed reports on a quarterly basis, would ensure any dating errors were corrected in a timely manor
- Adding staff & volunteer paperwork to Xero for future years would help strengthen the examination.