



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 10 2021	To	30 09 2022

Section A Reference and administration details

Charity name **Kingfisher Canoe Club**

Other names charity is known by

Registered charity number (if any) **1170349**

Charity's principal address **C/O Ms P Sansom**
5 Waxes Close,
Abingdon, OXON
Postcode .OX14 2NG

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	Tim Wilkes	Chairperson		Members of the Charity
2	Penny Sansom	Secretary		Members of the Charity
3	Mark Walker	Treasurer	25/11/2021-30/09/2022	Members of the Charity
4	Louise Royle	Adult Membership		Members of the Charity
5	David Surman	Youth Membership		Members of the Charity
6	David Hodgkinson	Treasurer	01/10/2021-24/11/2021	Members of the Charity
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution

How the charity is constituted
(eg. trust, association, company)

Charitable Incorporated Organisation

Trustee selection methods
(eg. appointed by, elected by)

Elected annually by members of the charity at the Annual General Meeting

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The object of the CIO is the promotion of community participation in healthy recreation in particular by the provision of facilities and coaching for paddlesports for both adults and youth.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The CIO provides opportunities to participate in most types of recreational paddlesport including white water kayaking, at all levels of difficulty, inland touring, sea touring, stand up paddle boarding, surf and freestyle. In setting the CIO's objectives and planning activities the trustees have given careful consideration to the Charities Commission's public benefit guidance.

The CIO is open to all and the annual membership fee is set so that the poor are not excluded. Concessionary rates are set for students, those not in work etc. All necessary equipment can be provided.

Members of the public are encouraged to participate through Taster Sessions (BC START) and Beginners Courses (BC DISCOVER) which are organised and provided by volunteer coaches with appropriate qualifications (British Canoeing or equivalent) and experience. In addition this year SUP safer courses have been provided in order to increase safety awareness for people new to the rapidly growing sport of Stand Up Paddleboarding.

The trustees are aware that all forms of canoeing constitute "An assumed risk sport". Risk of harm is managed through having a "Risk Assessment" and guidelines for all lead trips. Experienced suitably qualified leaders and coaches risk assess conditions whenever trips are organised.

Additionally all committee members and session leaders are required to complete a basic safeguarding course and have a DBS check. Those working directly with the youth members are required to complete a more detailed safeguarding course.

Coaches, session leaders and many members have suitable First Aid qualifications.

Additional details of objectives and activities (Optional information)

The charity has a fund available to assist members with the cost of courses for coaching and other relevant development courses. All coaches and leaders are volunteers.

Volunteers, together with the Trustees, make up a Management Committee.

Without the active support of the many volunteers the club would be unable to function. Apart from sitting on the Club Committee or coaching and leading sessions, volunteers this year have been responsible for activities that included supporting our website and communications; maintaining and improving the club hut for storing club equipment; ensuring the club equipment is fit for purpose; arranging paddling trips; arranging social events; arranging courses including Outdoor First Aid courses; liaising with British Canoeing, the Environment Agency, our insurers and others; documenting coaching and leaderships qualifications and managing our membership system and records.

The Trustees express their sincere thanks to all those who have helped.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

The club AGM happened in early November 2021..

After 2 years that had been significantly affected by the Covid 19 pandemic the club was able to return to a more normal calendar from October 2021 – November 2022, and the completion of the build of the new club hut in 2021 with no limitation to access means that the club is able to run more regular sessions. This year there have been regular paddles on Monday, Wednesday and Thursday evenings, and Sunday and Tuesday mornings.

Pool sessions, with the purpose of increasing water confidence and safety skills including developing rolling, resumed in the new venue of the Abingdon School Sports centre.

In the spring and summer of 2022 taster (BC START) sessions and beginner courses (BC DISCOVER) were run for all craft (Kayak, canoe and SUP) with courses happening on weekday evenings and daytime and weekends to support maximum accessibility. Over a dozen new people attended taster sessions and 23 new people completed beginners' courses (BC Discover) in kayak, canoe and SUP.

As well as people who are new to the sport, we have also welcomed several new members who already have paddling experience and are already active in contributing to the club as leaders and volunteers. Coaches helped our current members to continue to work on progressing their skills, including: 3 people completing their BC Kayak Explore award; sea kayak skills training; canoe, kayak and SUP skills training with one person achieving SUP sheltered water award.

The more experienced coaches in the club have run sessions for updating all coaches and general mentoring for the progression of coaches and leaders. A major focus of training this year has been Safety and Rescue: club coaches have provided British Canoeing accredited courses for Foundation Safety and Rescue (6 people), SUP Safer (12 people) and Paddle Safer (4 people); also 6 people completed Whitewater safety and rescue training with an outside provider. We have also organised two 16 hour first aid courses (20 people). Members have also attended courses outside of the club to gain training towards becoming leaders, instructors and coaches. One person gained their Paddlsport Instructor qualification.

The Adult section has run a variety of led trips (in addition to many peer led trips). This included the welcome resumption of the club's annual trip to Dartmoor which gives paddlers of all abilities the opportunity to experience white water (water levels permitting). There were also white water trips to the Lakes, the Tryweryn in North Wales, Symmonds Yat in South Wales, Scotland, the French Alps and to the Nene, Lee Valley, Cardiff and Holme Pierrepont artificial courses. There was a sea kayaking trip to Dorset and a number of easier touring trips nearer home.

The youth section provided regular weekly evening sessions from April to September, and has provided 2 beginners courses (British Canoeing Discover Award) with 19 attendees, 7 of whom have continued to attend regularly. It is encouraging that attendances have been very good this year (over 300 attendances) and experienced paddlers have joined the youth section from other parts of the county due to the club's reputation.

Local paddling has included skills sessions, weir play, mini slalom, freestyle, kayak polo and trying out a variety of craft.

Section D

Achievements and performance

Trips have been organised further afield to Symonds Yat, Nene and Cardiff artificial whitewater courses and a weekend in Dartmoor paddling the river Dart.

The youth section benefits from a strong enthusiastic volunteer leadership team who share the ethos of creating a fun, safe but challenging activity tailored to the individuals. They aim to build confidence and establish good relationships both on and off the water.

Many beginners course participants go on to become club members and having had reduced courses over the 2 years of the Covid 19 pandemic and with an increase in interest in paddlesports the membership has increased this year to 47 youth members (under 18) and 128 adult members (13 of which pay concession rates).

The club had a stand at the Queen's Platinum Jubilee Celebrations organised by Abingdon upon Thames, giving local residents the opportunity to find out about what the club does and how to become involved. Club members have participated in both organised and informal river clean ups, and have provided safety cover for open water swimming events.

Section E

Financial review

Brief statement of the charity's policy on reserves

The trustees shall ensure the club maintains financial reserves so the club can withstand and survive unexpected expenditure. The target reserves are 2 years expected expenditure.

The new site lease places a duty on the club to:

- a) Clear the site on lease termination
- b) Replace the building at the end of it's usable life

The site lease with the Environment Agency has a minimum term of 10 years. The club must be prepared to clear the site by February 2030 should the EA choose to exercise the break clause at this stage. The estimated cost to clear the site in 2020 would be £15k. The aim is to have this fund at this amount, annually adjusted by "Office of National Statistics CPIH Annual Rate 00:All Items 2015" figure for the preceding complete calendar year.

As the club building is constructed from wood, no matter how well it is maintained it will deteriorate and require major refurbishment after around 20 years. If the EA does not exercise the lease break clause, the site contingency funds can also be used to pay for that refurbishment. The Site contingency fund will therefore be incremented at the same annual rate beyond the 2030 date to cater for site clearance and refurbishment, with a target amount of £30k over 20 years, annually adjusted in the same manner.

Details of any funds materially in deficit

There are no funds in deficit.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F
Other optional information

Section G
Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Tim Wilkes	Penny Sansom
Position (eg Secretary, Chair, etc)	Chairperson	
Date		

KCC Accounts 2021

-2022 Mark Walker - Treasurer

Bank Balance

			30-Sep-22		01-Oct-21
Current Account			£ 22,728.14		£ 16,443.47
Savings Account			£ 10,332.26		£ 10,331.82
Total KCC Funds			£ 33,060.40		£ 26,775.29
	Delta		£ 6,285.11		

- The accounts cover the period 1st October 21 – 30th September 2022.

- The accounts are to be independently checked by Barbara Hoffman.
- We have £6,285.11 more in the bank than we did a year ago.

Income

4	A1 Receipts	Donation: Twinning Fund	£	-	
5		Donation: General (Gift Aidable)	£	53.76	
6		Members' Subscriptions (Adult)	£	5,489.99	
7		Members' Subscriptions (Youth)	£	215.01	
8		BCU Capitation Fee	£	-	
9		Events & Fundraising	£	767.80	
10		Activity: Youth Attendance	£	1,669.88	
11		Activity: Adult	£	3,808.32	
12		Activity: Boat Hire	£	30.00	
13		Activity: Pool fees	£	1,430.71	
14		Activity: Course Fees	£	4,385.98	
15		Governance: Deposit Received	£	300.00	
16		Interest	£	0.44	
17					£ 18,151.89
18	A2 Asset & Investment Sales	Asset Sales: Equipment	£	60.00	
19		Asset Sales: Other	£	762.78	
20					£ 822.78
21					

- Gross income of £18,974.78 which is below the threshold for an external audit.
- *Members' Subscriptions, Activity: Youth Attendance* and *Activity: Course Fees* have been profitable for us.
- Everything else is mostly turnover.

Expenditure

22	A3 Payments	Activity: Pool (inc Lifeguard)	£	1,384.50	
23		Activity: 3rd Party course provider	£	2,134.00	
24		Activity: Equipment Maintenance	£	-	
25		Activity: Training Grant	£	190.00	
26		Activity: Misc	£	4,176.84	
27		Events & Fundraising	£	770.20	
28		Governance: General Admin	£	1,829.83	
29		Governance: Site Maintenance	£	27.98	
30		Governance: Deposit Returned	£	300.00	
31		Twinning Activity	£	-	
32					£ 10,813.35
33	A4 Asset & Investment Purchases	Asset: Site Maintenance	£	35.05	
34		Asset: Equipment	£	401.13	
35		Asset: Governance	£	1,440.03	
36					£ 1,876.21

- Expenditure of £12,689.56

- *Activity: Misc* includes reimbursed out-of-pocket expenses for the Lakes trip, WWSR and the Dart weekend.

Budget Review

1	Budget FY21/22	Income			Expenditure			Notes (when budget set)
2		Budget	YTD	Variance	Budget	YTD	Variance	
3	Twinning Fund	£ -	£ -		£ -	£ -		No twinning activity (Expenditure planned) over year.
4	Membership Fees (Adult & Youth)	£ 3,900.00	£ 5,705.00	46%	N/A			Assume equal to 2020/2021. At risk due to Covid
5	Pool Sessions	£ 1,050.00	£ 1,430.71	36%	£ 1,300.00	£ 1,384.50	7%	£285 income received in previous FY. Already in fund.
6	Training (Internal & 3rd Party & Grants)	£ 4,000.00	£ 4,385.98	10%	£ 2,000.00	£ 2,324.00	16%	Assume equal to 2020/2021. At risk due to Covid
7	Attendance (Youth Monday, Non-Member Adu	£ 2,000.00	£ 5,478.20	174%	N/A			Assume equal to 2020/2021. At risk due to Covid
8	Site Maintenance				£ 500.00	£ 63.03	-87%	New hut = Low site maintenance.
9	Equipment	£ -	£ 90.00		£ 500.00	£ 401.13	-20%	A few boats need maintenance
10	Events & Fundraising (inc General Donations)	£ -	£ 821.56		£ 200.00	£ 770.20	285%	
11	General Govenance				£ 2,500.00	£ 3,269.86	31%	Rent, Insurance, BCU membership & affiliation. Membership Platform costs. Misc costs
12	Totals	£ 10,950.00	£ 17,911.45		£ 7,000.00	£ 8,212.72		
13	Delta				£ 3,950.00	£ 9,698.73		
14					Budget	Actual		

- Our income far exceeded our expectations because we were overly-pessimistic about the impact of Covid.
- Our expenditure was close to budget.