



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From 24<sup>th</sup> March 2020 to 31 December 2020**

**Charity name: Pink Champagne Breast Cancer Survivors Dragon Boat Team**

**Charity registration number: 1172801**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To promote and protect the physical and mental health of those who have had treatment for Breast Cancer, in particular, but not exclusively by, the provision of support, practical advice and recreational activities in Dragon Boat racing.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p><b>Detailed below are the main activities of our Charity, under normal circumstances. Clearly, we have been severely affected by Coronavirus during 2020 however, we have still maintained contact with the Team and have completed various fitness challenges, zoom meetings/events (as detailed in "Our Achievements") and have offered support to Members throughout the year.</b></p> <p><b>Organise weekly practices weather permitting, coaching and training sessions for the team. Evening sessions during the summer months. Regular attendance by 20-30 paddlers from a current membership of 50. Paying for a safety boat in the winter months and having regard to Health and Safety matters at all times on and off the water. Funding raised is used for Maintenance and Storage of the Dragon Boats, any kit which is purchased for the team, payment of registration fees for Dragon Boat Racing events both nationally and internationally. Organising fundraising Festival and also giving talks - not only to raise funds but also awareness of our Charity's aims. We use display boards to raise our profile in various locations. Our Charity supports any of our members who become unable to paddle by offering a non-paddling membership</b></p>

		<p>in order that they continue to enjoy the friendship and support.</p> <p>There is a Hardship Fund available to allow all our members, if required, to be able to attend UK events.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>As a Charity, we have regard to the guidance issued by the Charity Commission on public benefit and seek to continue to carry out our purposes as detailed above.</p> <p>Our Members benefit from both fitness, social interaction &amp; support from fellow survivors. In addition, our Charity demonstrates the positivity of strong teamwork which has carried on throughout the Pandemic.</p>

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	<p>Our Charity relies greatly on volunteers for its success. The Board of Trustees is entirely made up of volunteers who are also members and have experience of Breast Cancer. Our female helms are also from our membership and volunteers whom we have financed in training. Our male helmsman is a non-cancer volunteer who is also now a Coach/Trainer. We benefit from countless hours of help from our families, friends and local businesses who continually support and strengthen our team whether at home or abroad.</p>
Other		<p>We also benefit from a strong relationship with Hengistbury Head Outdoor Centre where we store our boats and who supply us with a Safety Boat during the winter months and support Pink Champagne in many ways throughout the year.</p> <p>During the Pandemic, they continue to support us by checking and looking after our boats and by maintaining contact with the Trustees with a view to planning, health and safety and Covid Risk Assessments for when the team can return to the water.</p>

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>We have been unable to paddle during the Coronavirus pandemic, however, we are proud of our achievements during 2020.</b></p> <p><b>Our Coach encouraged us to undertake various “virtual” challenges, utilising our daily exercise plans:</b></p> <p><b>We “virtually” climbed the 3 peaks, Mont Blanc, Kilimanjaro and Mount Everest, on our staircases, a total of 11,500 stairs climbed.</b></p> <p><b>We “walked for a cuppa” virtually visiting UK breast cancer survivor teams, receiving much recognition with both Scottish and Irish Teams asking us to walk with them as well. We walked 1363 miles and got to know other UK BCS paddlers.</b></p> <p><b>We walked and cycled from John O’Groats to Lands End, 900 miles walked and 900 miles cycled.</b></p> <p><b>A 10x10 challenge, 10,000 of squats, step ups, sit ups, press ups, star jumps, weights, run walk, kayak.</b></p> <p><b>Let’s dance – we danced 557 times to 100 songs</b></p> <p><b>Our next virtual challenge took us to places where we were due to compete in 2020. France, Barcelona, Spain, 2000 miles walked</b></p> <p><b>Pick and Mix challenge of 7 exercises and the team completed 833 in a month</b></p> <p><b>We have held a weekly zoom “paddle” to practice techniques, chat and have fun. Joined by other UK teams and ladies from Ireland and Argentina. The UK Dragon Boat Coach also held zoom fitness meetings attended by teams all over the world and we held a zoom fun quiz at Xmas.</b></p> <p><b>We currently continue with a walking challenge around the UK coastline and with daily “planks”. The team actively takes part and report in with their achievements.</b></p> <p><b>In addition, our Welfare trustee has kept in contact with the team, particularly those who live alone in order to support the mental health of our ladies.</b></p>

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<b>N/A</b>
Performance of fundraising activities against objectives set	Para 1.41	<b>Fundraising has been especially hard this year but we have registered with “Amazon Smile” and have made some small sales of our “buffs” online. These can double up as masks.</b>  <b>In addition, we applied and were successful in achieving a Grant from The Post Code Lottery which has enabled us to purchase a new dragon boat.</b>
Investment performance against objectives	Para 1.41	<b>N/A</b>
Other		<b>N/A</b>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>At the end of the financial year Pink Champagne had £45,212 in its bank accounts.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p><b>Pink Champagne's policy is to hold sufficient reserves to cover any unforeseen expenses that may occur e.g., boat replacement, safety equipment, repairs etc.</b></p> <p><b>In 2020 we were expecting our rent to increase. This related to a rebuild project for the Hengistbury Head Outdoor Centre, which is on hold due to Covid-19. Going forward, there may be an opportunity to hold our rent static for 10 years subject to an upfront outlay.</b></p> <p><b>Furthermore, we have fundraised in advance for an international breast cancer event that takes place every 4 years with the next event to take place in New Zealand in 2022 following the previous event in Florence in 2018. Funds are required for registration (£400 per team member) and new kit to wear at the event.</b></p> <p><b>Coronavirus has impressed on us the need to maintain ample reserves as we have been unable to fundraise.</b></p>
Amount of reserves held	Para 1.22	<b>£15,000</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>Despite current restrictions, there are no uncertainties about Pink Champagne continuing to operate.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>Annual Festival</b> <b>Craft Stalls</b> <b>Moon Paddle</b> <b>Fashion Show</b> <b>Donations: Going for Bust</b> <b>Wonderful.Org online donation site</b>
Investment policy and objectives including any	Para 1.46	<b>Pink Champagne does not have a separate investment policy. All excess funds are kept in a deposit account with instant access.</b>

social investment policy adopted		
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO</b>
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	Para 1.25	<b>Invitation to apply. Nominations to be proposed and seconded by members. Election at AGM if more nominations than positions. Guidance through publications from Charity Commission – Essential Trustee – What you need to Know. All current Trustees available for advice if members are interested in the role.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>Code of Conduct for Trustees/Copy of Constitution and Annual Report and Accounts. Any other relevant literature from Charity Commission</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>Currently managed by 9 Trustees. (Min 6/Max 12 required). Some members responsible for other activities within the organisation e.g. Travel/Social/Media/Coach.</b>
Relationship with any related parties	Para 1.51	<b>None</b>
Other		<b>N/A</b>

## Reference and Administrative details

Charity name	Pink Champagne Breast Cancer Survivors Dragon Boat Team
Other name the charity uses	
Registered charity number	1172801
Charity's principal address	Hengistbury Head Outdoor Education Centre The Broadway Southbourne Bournemouth BH6 4EN

### **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	Sarah Davis	Chair	17 Sept 2019 to Jan 2021	
2	<b>Angie Davies</b>	Team Manager	March 2016 to date	
3	<b>Hilary Bracken</b>	Secretary	June 2019 to date	
4	<b>Mary O'Sullivan</b>	Treasurer	Feb 2017 to date	
5	Diana Gower	Fundraising	Feb 2019 to March 2020	
6	Jane Ryan	Welfare	April 2018 to Jan 2021	
7	<b>Maureen Clifflen</b>	Membership	June 2019 to date	
8	<b>Jean Beard</b>	Kit	March 2019 to date	
9	<b>Deborah Jefferies</b>		June 2020 to date	
10	<b>Jo Keating</b>		June 2020 to date	
11	<b>Karen Kelly</b>		Jan 2021 to date	
12	<b>Carolyn Brooke</b>		Jan 2021 to date	
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]



## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	Sarah Davis	Hilary Bracken
<b>Full name(s)</b>	Sarah Davis	Hilary Bracken
<b>Position (eg Secretary, Chair, etc)</b>	Chair	Secretary
<b>Date</b>	20 January 2021	

**Pink Champagne Breast Cancer Survivors Dragon Boat Team**

**Period 1 January to 31 December 2020**

**Detailed Income & Expenditure Account**

**@ 31/12/20**

	Qtr 1 - 01.01.20 - 31.03.20	Qtr 2 - 01.04.20 - 30.06.20	Qtr 3 - 01.07.20 - 30.09.20	Qtr 4 - 01.10.20 - 31.12.20	Total 01.01.20 - 31.12.20	Actual 2019	Variance
<b><u>Income</u></b>							
Paddling Subs	219.43	0.00	10.00	0.00	229.43	1,616.46	-1,387.03
Annual Membership	0.00	260.00	210.00	0.00	470.00	1,000.00	-530.00
Fitness Class fees	0.00	0.00	0.00	0.00	0.00	50.00	-50.00
Coaching/Mini bus income	0.00	465.66	0.00	438.07	903.73	280.00	623.73
Sale of Kit	283.90	187.62	41.46	66.71	579.69	783.20	-203.51
Donations	95.62	8,050.90	300.00	20.00	8,466.52	4,831.48	3,635.04
Fund Raising	31.00	85.00	0.00	9.99	125.99	6,749.67	-6,623.68
Festival	336.52	0.00	0.00	0.00	336.52	18,686.18	-18,349.66
Trips non-members	0.00	220.00	0.00	0.00	220.00	98.59	121.41
Travel Account Income				5,713.99	5,713.99	0.00	5,713.99
Interest Income	56.36	57.88	17.90	1.12	133.26	180.44	-47.18
<b>Total Income</b>	<b>1,022.83</b>	<b>9,327.06</b>	<b>579.36</b>	<b>6,249.88</b>	<b>17,179.13</b>	<b>34,276.02</b>	<b>-17,096.89</b>
<b><u>Expenditure</u></b>							
Rent & Insurance	598.00	0.00	0.00	0.00	598.00	1,698.00	-1,100.00
Stationery, Sustenance etc	321.43	268.20	14.39	137.19	741.21	1,874.88	-1,133.67
Boat Expenses	435.00	0.00	0.00	0.00	435.00	1,052.99	-617.99
Equipment	935.93	0.00	4,177.20	4,177.20	9,290.33	3,352.34	5,937.99
Kit	0.00	67.61	0.00	20.00	87.61	1,368.83	-1,281.22
Coaching, Helming etc	0.00	0.00	0.00	250.00	250.00	507.90	-257.90
Fitness classes	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund Raising	85.00	0.00	0.00	0.00	85.00	375.62	-290.62
Festival	0.00	0.00	0.00	0.00	0.00	5,572.91	-5,572.91
BDA events UK	225.00	0.00	0.00	0.00	225.00	3,473.31	-3,248.31
BDA events overseas	472.24	0.00	0.00	0.00	472.24	1,170.22	-697.98
Major events e.g. Florence	438.07	0.00	0.00	0.00	438.07	1,713.63	-1,275.56
Travel Account Expenditure				5,839.12	5,839.12	0.00	5,839.12
<b>Total Expenditure</b>	<b>3,510.67</b>	<b>335.81</b>	<b>4,191.59</b>	<b>10,423.51</b>	<b>18,461.58</b>	<b>22,160.63</b>	<b>-3,699.05</b>
<b>Excess of Income over Expenditure</b>	<b>-2,487.84</b>	<b>8,991.25</b>	<b>-3,612.23</b>	<b>-4,173.63</b>	<b>-1,282.45</b>	<b>12,115.39</b>	<b>-13,397.84</b>