



Annual Report and Financial Statements, 2020-21

For the period ending: 30th June 2021

**A Charitable Incorporated Organisation
Registered charity no. 1181069**

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Wey Kayak Club
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Wey Kayak Club
Administrative Information 30 June 2021

Registered charity no. 1181069

REGISTERED ADDRESS

The Guildford Waterside Centre
Riverside
Guildford Surrey GU1 1LW

TRUSTEES

Jim Rossiter - Chairman

David Halliwell - Treasurer

David Kitching - Commodore

Adrian Henson - Vice Chairman

Peter Gorman

Michael Luck

Lois Lewis

Duncan Roeser- Secretary

Fay Lamph

TRUSTEES' ANNUAL REPORT 2020-21

The Trustees present their report with the financial statements of the charity for the year ended 30 June 2021.

This Annual Report and Accounts is produced in accordance with the requirements of the Charities Act 2011, and the provisions of Accounting and Reporting by Charities: 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) (effective 1 January 2015).

Wey Kayak Club has income between £25,000 and £500,000 and so is subject to Independent Examination, conducted by R C Baker.

The Charity's objects are:

- The promotion of community participation in healthy recreation in particular by the provision of facilities for the sport of canoeing and kayaking.

This is fulfilled by the provision of services and facilities to allow both newcomers to the sport and existing participants to undertake the sport all year round. Members can take advantage of coaching, boat storage and extensive facilities for training, as well as using the club house (as part of the Guildford Waterside Centre) for food and drink and changing/showering facilities. We run an extensive outreach programme to local schools to introduce their pupils to the sport.

Revenue in the period was £94,974 and expenses were £112,374; a deficit of £17,400 this all being attributable to unrestricted funds. We remain in a strong financial position with unrestricted funds of £106,268. At year end, £40,673 of these funds were designated for various purposes with the rest being free for general use.

Chairman's Report

The Club year, July 20 to June 21, proved to be very different from the activities over the past 20 years. The restrictions to activities, in force to combat Covid -19, had a major effect on activities for introducing people to the sport training and events. As a Member Club of the Guildford Waterside Centre (GWC) which operates the building and premises, we worked very closely with other clubs at the GWC to ensure that all our activities operated within the Government guidance regarding Covid 19 to protect the safety of all members. We were fortunate to receive guidance from members who were working closely in local government and the NHS.

The GWC secured grants to enable the Gym and change rooms to be upgraded mainly with improved ventilation and air filters. Grants also enabled the replacement of indoor kayak ergos, which are ideal for instruction into good kayaking technique and

are particularly beneficial in supporting people with a range of disabilities. The indoor kayak ergos are particularly helpful in the work with 250 disabled people who live with Multiple Sclerosis, the kayak ergos allow indoor kayaking even during particularly inclement weather or difficult river conditions.

These improvements enabled the Club to operate with controlled sessions, in the Gym, on the river and with use of the kayak ergos, a booking system to control the numbers on site and in any area at any one time.

Highlights for the year included,

- Liam Heath being selected for his third Olympic Games, he secured his and Wey Kayak Clubs place in Kayaking history as the most successful British Kayaker of all time
- The clubs commitment to assisting young people to develop to the top of the sport, a junior female competing at the World Sprint Championships, another junior female competing at the World Marathon Championships, two Junior females competing at the Olympic Hopes Regatta and a Junior Boy being selected for an International Marathon Competition.
- The Club supports all ages and abilities and club members also competed in a range of competitions including International Seniors and Veteran Competitions.



See national article

<https://www.britishcanoeing.org.uk/news/2021/liam-heath-inspires-and-is-inspired>

We were only able to run the first event in our winter series in November 20. We also had to cancel of sprint regatta and main marathon event.

We conducted many of our Committee Meeting on Zoom.

Despite all the restrictions the members continued to support the Club and we retained a large proportion of our membership and we ended, in June 21, in a strong position.

Governance

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The charity has a board of trustees. Trustees shall comprise:

- at least three and not more than twelve individuals

A Trustee shall be appointed either:

- by ordinary resolution of the members at general meeting;
- or by the other Trustees.

The Trustees are as follows:

James Rossiter - Chairman
David Halliwell - Treasurer
David Kitching - Commodore
Adrian Henson - Vice Chairman
Peter Gorman
Michael Luck
Lois Lewis (appointed 4th March 2021)
Duncan Roeser (appointed 4th March 2021)
Fay Lamph (appointed 4th March 2021)

During the year, Linda Heath stepped down as trustee (from 4th March 2021) and the Trustees would like to record their thanks for all her work and support over many years.

Eight meetings of the Trustees were held during in the year to 30th June 2021. The trustees are all members (along with certain other club members) of the Management Committee which has delegated powers for the day to day operation of the club and generally meets every 2 months. An annual general meeting is held in March of every year.

The Management Committee receives reports on the financial position ahead of every meeting, and it is here that detailed discussions take place about issues relating to the management of the charity.

Wey Kayak Club is a membership organisation. Membership shall be open to any person who is interested in furthering its purposes, and who, by applying for membership, has indicated his, her or its agreement to become a member and acceptance of the duty of members and which has paid the Annual Subscription for members as laid down from time to time by the trustees.

Risk Management

A review of the Risk Register is a standing item for the Management Committee. The risk register is primarily concerned with ensuring the safety of all taking part in the sport under the club auspices.

Staff Team

The vast majority of the work undertaken by and within the club is performed by volunteers. The club had two part time staff who perform coaching duties and one other who provides similar services under a consultancy sub-contract. These contracts terminated at 30th June 2021 after completion of the Talent Club partnership in April 2021.

Marketing

We continued to keep our website fresh, up to date and relevant for both members and other interested parties. We have achieved good coverage in local papers through our relationships and press releases.

Our Funders

During the period we received funding from the following sources:

- British Canoeing (Talent Club partnership),
- Club members (Designated Bursary Fund)
- Club members (New Benching)
- GivingForce Foundation (BP Ltd matched coaching funding)

for which we would like to record our thanks.

Looking forward to 2021-22

Wey Kayak Club has good prospects for the forthcoming year. We remain confident that we will maintain our status as a top flat water club in national competitions whilst working to provide a very sociable venue for those who just enjoy paddling. We will work hard to engage local schools into our structure.

A task force was set up during the year to look into how we operate and what we can and want to offer in the future. Its report was extensively discussed and amended in a series of meetings involving the committee and other club members. The results were a revised and refreshed structure to enable the club to move forward in these uncertain times. In particular the coaching structure has been completely overhauled so that it is both affordable after completion of the British Canoeing Talent Club funding and viable for a more wide spread coaching output.

Financially we remain strong and anticipate a return to surplus in the 21/22 year.

Statement of Public Benefit

The Trustees have considered the guidance provided by the Charity Commission relating to public benefit and its impact on the charity's work, and in particular the requirement that there must be specific identifiable benefits, and ones applicable to the wider public. Trustees consider that both requirements have been met.

Financial Statement

Reserves Policy

The Trustees have examined the Charity's need for reserves in the context of planned activities during 2021/22. This process has included consideration of quantifiable financial risks to the Charity within the context of the ending of our grant arrangements with British Canoeing. This impacts on the charity by way of the loss of income without immediate replacement.

Reserves are needed to:

- Meet the working capital requirements of the Charity
- Allow for the development of new initiatives
- Provide additional resources which enhance the quality of our delivery
- Meet the Trustees' responsibilities
- Provide against any significant drop in short-term funding.

At the year-end the level of unrestricted reserves (current assets) was £89,370. With £40,673 now designated for specific purposes this leaves just under £50,000 as a reserve for other purposes. This is in line with our policy of holding 6 months core operating costs.

Approved by the Trustees on 10th March 2022, and signed on their behalf:

A handwritten signature in dark ink, appearing to be 'James Rossiter', written over a light blue grid background.

James Rossiter
Trustee Chairman

Wey Kayak Club

**Independent Examiner's Report to the Trustees of Wey Kayak Club -
Registered Charity 1181069**

I report on the accounts of the charity for the period ended 30 June 2021, which are set out on pages 9 to 14.

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. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work, for this report, or for the opinions I have formed.

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.

R C Baker
Baker & Co.
Independent Examiner



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Date: 4th March 2022

WEY KAYAK CLUB

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 30 June 2021

	Notes	Unrestricted £	Restricted £	Total 2021 £	Total 2020 £
INCOMING RESOURCES					
Membership & Racking		46,775		46,775	49,730
Other Club Income		11,701		11,701	19,259
Charitable Activities					
Grants Received	2	6,158	26,063	32,220	49,313
Other Income	3	4,275		4,275	3
Investment Income	4	3		3	62
TOTAL INCOME		68,911	26,063	94,974	118,367
RESOURCES EXPENDED					
Charitable Activities (See below)	5-10	86,311	26,063	112,374	124,365
Direct service delivery	5	9,154	22,500	31,654	40,490
Staff costs	6	38,339	3,563	41,902	43,399
Office and property costs	7	23,132		23,132	21,876
Sundry expenses	8	5,253		5,253	4,912
Governance costs	9			0	0
Depreciation	10	10,433		10,433	13,689
TOTAL EXPENDITURE		86,311	26,063	112,374	124,365
NET INCOME/(EXPENDITURE)		(17,400)	0	(17,400)	(5,998)
TRANSFERS BETWEEN FUNDS		0	0		
TOTAL FUNDS AT 30 JUNE 2020		123,668	0	123,668	
TOTAL FUNDS AT 30 JUNE 2021		106,268	0	106,268	

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WEY KAYAK CLUB

BALANCE SHEET as at 30 June
2021

	Note	£	202 1	£	202 0	£
FIXED ASSETS	S					
Tangible Assets	10			27,808		35,241
CURRENT ASSETS						
Stock	1		1,517		2,886	
Debtor	1		0		45	
Cash at Bank	2		87,850		97,400	
			<u>89,370</u>		<u>100,744</u>	
CREDITORS						
Falling due within one year	13		10,911		12,317	
NET CURRENT ASSETS				78,460		88,427
NET ASSETS				<u>106,267</u>		<u>123,668</u>
FUND	S					
Unrestricted funds	14		106,268		119,968	
Restricted funds	6		0		3,700	
			<u>106,268</u>		<u>123,668</u>	

The financial statements on pages 9 to 14 were approved by the Trustees on their behalf by

4th March
2022



James
Rossiter
Trustee
Chairman

Wey Kayak Club
Annual Report and Financial Statements
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WEY KAYAK CLUB
Notes to the Financial Statements
For the year ended 30 June 2021

1. Accounting Policies

General

These accounts have been prepared under the historic cost convention and in accordance with the applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities (2015 FRSSE), and the Financial Reporting Standard for Smaller Entities (effective 2015) and the Charities Act 2011 (as applicable).

Income

Income comprises grants, donations, subscriptions, interest and surpluses from club services.

Fixed Assets

Fixed assets are stated at cost and depreciation is provided at rates calculated to write off each asset over its expected useful life as follows:

- K2 & K4 Kayaks: 12.5% straight line, K1 Kayaks and other equipment: 20% straight line
- Assets purchased in the year costing in excess of £250 are included in the balance sheet
- All other assets are written off in the year of purchase.

Governance Costs

These include any Trustee expenses and any Independent Examiner's Fee.

Operating Commitments

The Charity operates from the Guildford Waterside Centre and pays rental for this usage.

The cost is a proportion of the building running costs and is agreed for each year.

The Charity nominates 2 trustees for the Guildford Waterside Centre

2. Grants Received

	2021		2020	
	£	£	£	£
	Unrestricted	Restricted	Unrestricted	Restricted
British Canoeing				
Talent Club Grants		26,063		34,780
Other Sponsors				
MscII Donations	6,158		6,533	
	<u>6,158</u>	<u>26,063</u>	<u>6,533</u>	<u>34,780</u>

3. Other Income

Other income represents miscellaneous sums received totalling £4,275

4. Investment Income

	2021	2020
	£	£
Bank interest receivable	<u>3</u>	<u>62</u>

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Notes to the Financial
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2021

5. Direct Service Delivery

	2021	2020
	£	£
	Unrestrict ed	Restrict ed
Coaching		
Consultancy	1,21	4,06
Equipment	360	5,00
Expenditure	2,01	6,24
Maintenance	2,08	0,13
Shop/Plant and Licence	2,69	0,49
Travel	1,05	4,52
Costs	9,15	22,50
Costs	4	5

6. Staff Costs

	2021	2020
	£	£
Salaries	38,82	42,63
Social security	53,07	7 76
Pension contributions	7	2
Average number of employees	41,90	43,39
Other	2	9
s	2	2

No member of staff received remuneration in excess of £60,000.

£3,56 was charged to restricted funds

7. Office and Property Costs

	2021	2020
	£	£
Insurance	70	
Office	22,92	21,16
services/maintenance	23,13	21,87
	2	6

£Ni was charged to restricted funds

8. Sundry Expenses

	2021	2020
	£	£
Marketing	59	59
Club	7 0	1,18
Expenses	1,64	9,11
Other (GWC Donation)	2,01	2,92
	4,25	4,91
	3	2

£Ni was charged to restricted funds

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2021

9. Governance

Costs

There were no governance costs in this period

10. Fixed Assets

Cost

At 30 June

2020

Disposal

30 June

2021

Depreciated

At 30 June

2020

Charge for the

year

2021

Net Book Value

At 30 June

2020

30 June

2021

K1 Kayaks	K2/4 Kayaks	Other Eqpt	Total
£	£	£	
36,15	54,34	23,95	114,45
3 0	63,00	6 0	5 3,00
	0		0
36,15	57,34	23,95	117,45
3	6	6	5
30,25	34,42	14,53	65,52
21,61	85,89	52,92	160,43
39,87	40,32	17,45	89,64
1	0	6	7
5,90	19,91	9,42	35,24
1	9	1	1
4,28	17,02	6,50	27,80
2	6	0	8

11.

Stocks

Stocks

2021	2020
£	£
1,51	2,88
1,51	0,88
7	6

12.

Debtors

Pre-payments
Debtors

2021	2020
£	£
0	45
0	05
	0

13. Creditors: Amounts falling due within one year

Accrual
Deferred income
creditors

2021	2020
£	£
2,16	2,09
8,75	10,22
0	3
10,91	12,31
1	7

14. Designated Funds

Unrestricted Funds of the charity include the following designated funds which have been set aside for specific purposes.

	Balance 01/07/2020	Movement in Funds Resource	Resource Expended	Transfers	Balance 30/06/2021
	£	£	£	£	£
Bursary	0	1,12	95	50	4,78
Future Development Fund	40,00	5 0	20	00	40,78
	0				0
	40,00	1,12	95	50	40,67
	0	5	2	0	3

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15. Trustee

Remuneration No connected person (who served at any time during the year) received any remuneration or expenses.

16. Restricted Funds

	Balance 01/07/20 20 £	Income Resource s £	Outgoings Resource s £	Transfer *	Balance 30/06/20 21 £
Talent		26,06	(26,06		0
Club (WILL	3,70	3 0	3)3,70		0
Fund)	0	26,06	(29,76	0	0
	0	3	3)		