

CITY OF SHEFFIELD ROWING CLUB

England & Wales · Charity number 1182522

Details

Status Registered

Legal form CIO

Registered 2019-03-18

Register [View on the Charity Commission register](#)

Contact

Address 15 Westbrook Bank
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Activities

Objects: TO PROMOTE COMMUNITY PARTICIPATION IN HEALTHY RECREATION FOR THE PUBLIC BENEFIT IN AND AROUND THE CITY OF SHEFFIELD THROUGH THE PROVISION OF FACILITIES FOR ROWING AND SCULLING. NOTHING IN THIS CONSTITUTION SHALL AUTHORISE AN APPLICATION OF THE PROPERTY OF THE CIO FOR THE PURPOSES WHICH ARE NOT CHARITABLE IN ACCORDANCE WITH SECTION 7 OF THE CHARITIES AND TRUSTEE INVESTMENT (SCOTLAND) ACT 2005 AND SECTION 2 OF THE CHARITIES ACT (NORTHERN IRELAND) 2008.

Activities: City of Sheffield Rowing Club promotes community participation in healthy recreation for the public benefit in and around the city of Sheffield, through the provision of facilities for rowing and sculling.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Amateur Sport
- **Who:** Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** IN AND AROUND THE CITY OF SHEFFIELD
- Sheffield City

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£53,248	£51,505	-	-
2023-12-31	£54,724	£38,042	-	-
2022-12-31	£49,637	£40,721	-	-
2021-12-31	£59,668	£47,518	-	-
2020-12-31	£25,830	£16,718	-	-

Trustees

Name	Role	Appointed
Andrew Joseph Hogley		2023-03-16
Drew Stephen McLaughlin		2023-03-16
Janet Mary Vickers		2024-09-01
RICHARD SELBY		2022-03-24
Simon James Coyne		2022-03-24

Accounts



CITY OF SHEFFIELD ROWING CLUB

AGM

7:30PM MARCH 27 2025

The Plough Inn, Low Bradfield, Sheffield

MINUTES OF MEETING

ATTENDEES

1. Andrew Hogley (Trustee),
2. Richard Selby Foster (Trustee),
3. Janet Vickers (Trustee),
4. Drew McLaughlin (Trustee),
5. Meri Middleton (CSRC Chair),
6. Tom Coles (CSRC Captain),
7. Stuart Mashford (CSRC Health & Safety),
8. Tom Phillips (CSRC Membership),
9. Donald McDougal (CSRC Fleet & Facilities),
10. Anna Palmer (Hallam),
11. Ciaran Quinn (Hallam),
12. Cat Webb,
13. Vicky McDougal,
14. Cat McDougal,
15. Piers Turnbull,
16. Simon Turner,
17. Elinor Turner,
18. Karen Millar,
19. Lauren Riley,
20. Jack Gilpin,
21. Rob Taylor,
22. Gareth Morris,
23. Maesie McKenzie,
24. Christian Fox,
25. Terence Chipchase,
26. Gregor Duncan,
27. Aidan Joyce

APOLOGIES WERE RECEIVED FROM

- Simon Coyne (Trustee),
- Ian Ripley (CSRC Treasurer),
- David Marsh,
- Mike Luckham

1. Election of Chair

Andrew Hogley welcomed those present to the meeting, thanked those who had taken the opportunity to wear their blazers, and nominated Richard Selby Foster, a member of the Trustees, to chair the meeting. RSFs nomination was approved by the meeting and RSF took the chair.

2. Minutes of previous meeting

The minutes of the previous AGM (held 27 March 2024), which had been shared with the club on email along with the Notice of the AGM, were accepted by those present as a true record.

3. Moment of remembrance

A minutes silence was held to remember those club members who had passed since the last AGM and to be grateful for the contribution they had made to the club.

4. Trustee report

Andrew Hogley summarised the key points from the Trustees report which had been shared with the club on email along with the Notice of the AGM. Key points as below.

It is the view of the trustees that the club continues to meet its charitable aims of promoting rowing in Sheffield.

Andrew drew attention to the improved Culture regarding Health and Safety, that Stuart Mashford as H&S Officer is now sharing monthly briefings with the whole club to ensure that lessons are learnt. It was also noted that the improved lighting in the boat houses has made a significant impact in this regard. The incidents recorded over the last year were detailed in the Trustees report. Slips and falls around the landing area are a recurring issue and as such the Trustees stated that they are in favour of making investments to improve this area.

Andrew reminded the club of the Peter Todd Foundation noting that no applications had been received since its inception. Applications were encouraged.

Membership numbers across the three clubs have increased to 254 which is pleasing to see.

5. Finance Report

In Ian Ripley's absence Andrew Hogley also provided a summary of the finance report (details of which were included in the Trustees report).

In the year 1 January to 31 December 2024 the club had total income of £53,248 and operating expenditure of £36,315. A further £15,190 was spent on capital expenditure. Income and expenditure were both around £5k higher in the year due to the theft of equipment and associated insurance claim / replacement costs. Total club funds increased by £1,743 from £74,956 at the start of the year to £76,699.

6. Captain's report:

Tom Coles read out the captains report (which was included in the Trustees report) highlighting the clubs successes over the year and thanking those on the committee for their contribution.

7. Election of Committee positions

The following were re-elected unopposed to Committee positions for the next 12 months:

- | | |
|----------------------|-----------------|
| • Captain | Tom Coles |
| • Chair | Meri Middleton |
| • Treasurer | Ian Ripley |
| • Fleet & facilities | Donald McDougal |
| • Membership | Tom Phillips |

Cat Webb was nominated for the position of Secretary by Cat McDougal and Seconded by Piers Turnbull. She was elected to the position unopposed. Meri Middleton was thanked for having taken on this role in addition to the Chair over the past year.

The meeting was informed that Toby Prodfoot had also expressed an interest in joining the committee if roles were available. The meeting endorsed Toby Proudfoot taking up the vacant position of Social Secretary.

8. Election of Trustee positions

As per the constitution one third of the trustees are required to stand down each year. Andrew Hogley and Drew McLaughlin both offered themselves for re-election and were endorsed by the meeting.

The Trustees in post at the end of the meeting were therefore: Richard Foster, Simon Coyne, Andrew Hogley, Drew McLaughlin and Janet Vickers.

The Chair of the meeting invited any other members of the club to put themselves forward to join the trustees should they wish.

9. Resolutions

Members were asked to vote on a proposed increase in private racking fees from £120 per annum to £150 per annum to be effective 1 Jan 2026.

The proposal was approved by the meeting.

10. Questions for the Officials and discussion

The chair invited comments from the floor and questions for officials. The following topics were discussed.

IMPROVEMENTS TO THE LANDING AREA

As stated previously in relation to H&S the Trustees stated that their priority for expenditure was to invest in the landing area. The meeting supported this as the priority for investment but asked that detailed plans could be shared with the wider club such that the proposals could be properly considered prior to any investment being made. The changes required will require planning permission to be obtained and approval from Yorkshire Water which owns the land

In the interim it was suggested that a working party should make remedial repairs to the path down to the landing stages to reduce the danger of slips, trips and falls in order to prevent both injury and damage to boats and equipment.

There was some discussion as to whether planning approval had been received when plans were previously discussed by the club. The Trustees present had not been involved with the plans at the time, and it was confirmed by Donald McDougal following the meeting that planning approvals had been received though these have now lapsed.

It was also raised during this discussion that the Water Authority still hadn't dealt with the support issue in the smaller boat house.

ACTIONS:

The **Trustees** to work with the **Committee** to bring forward two or three potential options for improvement for discussion with the wider club.

In the interim a **working party** to be established to make remedial repairs to the path down to the landing stages.

CLOSER COLLABORATION BETWEEN CITY AND HALLAM

Anna Palmer and Ciaran Quinn from Hallam spoke in favour of closer collaboration between the Hallam and City clubs highlighting a number of potential benefits to both clubs such as the pooling of equipment and fleets. One tangible example was that the City club currently only has access to one heavyweight VII and that Hallam has two VIIIs which are underutilised.

Janet Vickers provided some further context on the history of the Hallam club over last 41 years and expressed her view that closer collaboration would be advantageous. It was also noted that the Covid years had been damaging for Hallam as a club and that Hallam members would benefit from rowing with more experienced City rowers whilst also being able to bring new skills to the club in terms of Sports Science and potentially being able to assist with the development of the junior squad.

Other sports teams at Hallam have similar relationships with Basketball and Ice Hockey teams in the city of Sheffield. City rowers could also potentially benefit from access to gym facilities, particularly for strength and conditioning.

Donald McDougal stated that it was great to see Hallam at the AGM and that he was sorry not to see any representation from the University of Sheffield club. Whilst he feels it is important for the three clubs to maintain their identities he pointed out that the intention always had been for the three clubs to work closely together and that there was nothing constitutionally that prevented this.

The Trustees present shared this view and stated that they were keen to support closer collaboration between all three clubs.

ACTION:

Anna and Ciaran to be invited to a meeting with the **Committee** to explore how best to establish greater collaboration between the clubs. At least one of the **Trustees** to also attend this meeting in order to support this initiative.

THURSDAY NIGHT SESSIONS

Vicky McDougal distributed a short survey to those present at the meeting to gain feedback from the club on how best to use the Thursday night sessions effectively. There is a general feeling that these sessions need to be reinvigorated not just to support fitness and performance of the squads but also as an opportunity to improve the social nature of the club and reduce the fragmentation between the squads.

Anna and Ciaran stated that Hallam would also be keen to join in with the wider club on Thursday evening sessions.

ACTION:

Vicky McDougal to collate feedback and make a proposal to the committee.

MIKE BAXBY PERPETUAL PRIZE

Donald McDougal shared with the meeting that Meri Middleton had been in conversation with the late Mike Baxby's mother in the run up to the South Yorkshire Head with regard to establishing a prize in his memory for the fastest open sculler. Donald stated that Meri had personally funded the prize this year and proposed that the club should collect sufficient monies to fund the prize into perpetuity. This motion was unanimously supported by those present at the meeting.

ACTION:

Committee to invite donations from members in order to establish the Mike Baxby Memorial Trophy for the fastest open sculler at the SYH..

USE OF ERGOS / KIT LOCKER

Tom Phillips enquired whether the ergos the club owns at Kit Locker were being used sufficiently and raised the possibility of these being rented to members for use at home. It was also noted that several of the ergos needed replacement parts such as new monitors. Related to this discussion it was mentioned that the potential opportunity to rent space in Highcliffe had not been deemed suitable.

ACTION:

Committee to look to repair broken machines and ensure we get best use of the clubs ergos.

HEALTH AND SAFETY / BOAT HANDLING

Gregor Duncan shared his concerns that the club culture in relation to Health and Safety and boat handling was still not where it should be. Donald McDougal reiterated point about boat handling and stated that he felt University does this better than City Club. It was noted that novices are being coached well in this regard and that it tends to be longer standing club members that are becoming complacent.

The comments were noted by the trustees, and it was asked that the committee look to take further steps to raise awareness amongst the membership. It was also noted that events are already being planned by Stuart Mashford who as stated in the Trustees report has significantly raised the profile of H&S over the past year. Trustees to support this initiative.

ACTION:

Committee to confirm date of planned safety social.

USE OF LAUNCH

Terrance Chipchase brought to the Trustees attention that the launch, which is a shared resource used by all three clubs, has on a number of occasions run out of petrol whilst on the water and had to be paddled back to shore. This should never happen and it is evidence that pre-use safety checks not therefore not being carried out on the launch. The trustees shared TCs concerns particularly as these incidents had not been reported as Health and Safety incidents which they clearly should have been. The Trustees agreed that pre use checks must be implemented and adhered to before every use and that an appropriate system should be in place as this seems to have lapsed.

Related to this matter other members present at the meeting noted that the Log Book for use of the launch is also not being consistently used. As a result there is no clear record of hours of use which is essential for ensuring that the engine is serviced appropriately. It was also brought to the trustees attention that the keys for the launch are being left in the ignition by some users. This also a concern as it undermines the principal that only trained users should have access to the launch.

ACTIONS:

Trustees to support the **Committee** in ensuring that a system of pre-use checks and Logbook are implemented and enforced and that only approved users can have access to the keys. Trustees also support those that breach the operating procedures for the launch being prevented from having access to the launch.

The Trustees also request that **all members** of the club bring any similar matters to their attention at the soonest opportunity so that appropriate measures can be taken.

CLUB SOCIALS AND COHESION

Cat McDougal noted that whilst several of the squads socialise regularly there is a general lack of cohesion or any social activities between squads. As such there is a danger of further fragmentation between the club and many members do not know who is in the wider club. Cat proposed doing a whole clubs social.

The trustees thank Cat for raising this and note that it was an issue that they had spoken about in their last meeting. They recognise the benefits of building cohesion in the club and that this should be a priority.

ACTION:

Toby Proudfoot in his new role as social secretary to develop a program of potential social events and for these to be as inclusive as possible for Juniors, Universities and the squads within the City club. **All members** to be encouraged to support these measures.

BOAT NAME

The chair invited those present to submit suggestions for the name of the recently acquired lightweight double. These would then be considered by the committee and the new name communicated to the club.

ACTION:

Committee to consider shortlist of names.

PRIORITY ACTIONS

Joint meeting between Trustees and Committee to discuss feedback from AGM and be clear about what powers are delegated by the Trustees to the Committee.

Meeting between Committee and Trustees to determine best way to move forward with plans for improving the landing area.

Committee supported by Trustees to work to pursue closer collaboration between Hallam and CSRC.

Date of safety social to be arranged

Rules and procedures for use of launch to be reviewed as a priority.

The meeting closed at 9:00pm.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
City of Sheffield Rowing Club CIO

No (if any)
1182522

Receipts and payments accounts

CC16a

For the period
from

Period start date
01.01.24

To

Period end date
31.12.24

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 £
A1 Receipts					
Trustees: Membership	16,515	-	-	16,515	21,214
Trustees: Rack Fees	1,680			1,680	1,740
Trustees: New Boat House & Grants	-			-	-
CSRC: Membership	13,192			13,192	11,114
CSRC: Misc incl. Just Giving	709			709	3,888
CSRC: Race fees	5,106			5,106	6,318
CSRC: Towing fees	2,862			2,862	2,415
CSRC: Training camp	2,209			2,209	5,620
CSRC: SY Head	-			-	1,250
CSRC: Learn 2 Row	2,287	-	-	2,287	-
Social Calendar sales	180	-	-	180	362
Social: Events	1,208	-	-	1,208	803
Insurance claim	5,297	-	-	5,297	2,000
Sales of blazers	1,843	-	-	1,843	1,000
Yorks Rowing Council: Grants	160	-	-	160	-
Sub total (Gross income for AR)	53,248	-	-	53,248	57,724
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	53,248	-	-	53,248	57,724
A3 Payments					
Trustees: Property insurance	2,554	-	-	2,554	2,138
Trustees: New boathouse	-	-	-	-	1,440
Trustees: Facilities	5,214	-	-	5,214	3,609
Trustees: Replacement parts for riggers	4,846			4,846	-
CSRC: Boat insurance	2,606	-	-	2,606	2,528
CSRC: Maintenance	1,465	-	-	1,465	1,164
CSRC: British Rowing Fees	1,220	-	-	1,220	1,091
CSRC: Circuits	1,895	-	-	1,895	1,261
CSRC: Admin	197	-	-	197	305
CSRC: Race Entry Fees	5,083			5,083	6,997
CSRC: Trailering fees	5,473			5,473	4,271
CSRC: Blazers	-			-	4,563
CSRC: Misc	911			911	497
CSRC: Training camp	2,563			2,563	2,860
Social Events	643			643	1,236
Independent Examiner	395			395	395
Ground rent	1,250	-	-	1,250	1,250
Sub total	36,315	-	-	36,315	35,605
A4 Asset and investment purchases. (see table)					
New Rowing equipment and solar panels	15,190	-	-	15,190	5,437
Sub total	15,190	-	-	15,190	5,437
Total payments	51,505	-	-	51,505	41,042
Net of receipts/(payments)	1,743	-	-	1,743	16,682
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	74,956	-	-	74,956	58,274
Cash funds this year end	76,699	-	-	76,699	74,956

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	Co op Account 6588 1374 General	19,969	-	-
	Co op Account 6588 1361 Trustees	54,416	-	-
	Co op Account 6588 1387 Social	776		
	Co op Account 6588 1293 Foundation	1,500	-	-
	Cash in hand	39	-	-
		Total cash funds	76,699	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Fixtures and Fittings	69,857	-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Independent Examiner	9,929	-	
		0	-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Richard Selby Foster		
		Trustee		



Section A

Independent Examiner's Report

Report to the trustees/
members of

The City of Sheffield Rowing Club (CIO)

On accounts for the year
ended

31 December 2024

Charity no
(if any)

1182522

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2024.

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 am qualified to undertake the examination by being a Fellow of the Association of Chartered Certified Accountants (FCCA) and a Fellow of the Association of Charity Independent Examiners (FCIE).

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:

Peter Winter

Date:

2025

Name:

Peter Winter MA FCCA FCIE

Relevant professional
qualification or body

Chartered Certified Accountant - FCCA
Fellow of the Association of Charity Independent Examiners - FCIE

Address:

20 Hallam Grange Road, Fulwood, Sheffield S10 4BJ

CITY OF SHEFFIELD ROWING CLUB

England & Wales - Charity number 1182522

Accounts



Annual Report of the Trustees of the City of Sheffield Rowing Club...incorporating the minutes of the AGM of the Club, which accepted the Report as a true account of the activities of the Charity in the preceding year.

Held at the Plough Inn, Low Bradfield March 27 2024

Proceedings and Report were as follows:

Election of Chair

The AGM began shortly after 7pm. The acting Chair of Trustees, Graham Woods, was unable to attend the meeting. As required by the Constitution, the meeting elected a Chair – Simon Coyne, a member of the trustees - to oversee the proceedings.

Those present:

Simon Coyne (Chair); Terence Chipchase; Tom Coles; Gregor Duncan; Richard Foster; Donald McDougall; Vicky McDougall; Stuart Mashford; Malky Middleton; Meri Middleton; Tom Phillips; Lizzie Ribey; Ian Ripley; Piers Turnbull;

Apologies were received from: Jem Clines; Jodi Garth; Andrew Hogley; Michael Luckham; Drew McLaughlin; Gabrielle Price; Janet Vickers; Catherine Webb; and Graham Woods.

Minutes of previous meeting:

The minutes of the previous meeting were unable to be accepted as a true record due to not being able to locate a final version. (See [DRAFT mins of 2023 AGM](#)). Donald McDougall observed that the minutes of the AGM's are of vital importance due to them being the final record of members who have become deceased within the preceding year and to pay tribute to those who had left the club but had left a significant mark on it through giving back. [June '24 update: [FINAL mins](#) now received]

Donald cited Olivia Murray who decided to leave the club at the end of 2023 after performing admirably as secretary for several years. Olivia was responsible for winning a bid to secure funding for a new explorer boat (Flora) as well as heading up the campaign for raising the additional funds required, sourcing and purchasing the boat (located in Co. Cork, Ireland) and arranging for its delivery to Damflask Reservoir with no cost to CSRC.

A moment was also taken to remember club members who had passed since the last AGM including Mike Baxby, Malcolm Davies, and Simon Tanner.

Captain's report:

Cat Webb was not in attendance and so Simon Coyne read out the Captain's Report that she had drafted beforehand. The first section of the report focussed on the successes that the club had made at races throughout the preceding 12 months focussing on performances at Durham, Burton, Northern Sprints, Pairs Head and HORR.

Cat discussed how the recent head season had been difficult due to the significant number of races cancelled because of poor weather and referred to the dedication of those behind the scenes who help get the club to races, after which she highlighted what those attending races could do to make this work easier.

Similarly, Cat paid tribute to those who help with the provision of coaching but stressed that in her opinion the club should look to hiring a coach during the racing season for those aspiring to race at higher level events.

Reference was also made to the upcoming international training camp for the senior squads and the fact that the ergometer arrangements with KitLocker continue to cause issues and urged the incoming Committee to source an alternative facility nearer the city centre with improved opening hours.

The Captain's Report finished with recognition of the improved relationships with both university rowing clubs as well the Viking sailing club, and the formation of new relationships with Newark and York University rowing clubs. The final note was a message of encouragement for members of the club of all abilities to help out with volunteering in any capacity as a club of CSRC's size relies on it.

Trustee report:

Simon Coyne summarised how it was the view of the trustees that the club was continuing to meet its charitable focus of promoting rowing in Sheffield.

As per the previous year Simon drew attention to the important work conducted throughout the year by the Welfare and Health and safety officers. These were vitally important posts, and the Club had benefitted from the active stances displayed by the respective post-holders in 2023.

Simon discussed the plans for the construction of a new landing area. Despite a positive response from Yorkshire Water on the finalised plans, further delay is to be anticipated with regards to obtain planning permissions due primarily to the lack of finance. Understanding the frustrations of club members with limited improvements to the site despite significant funds within the facilities account, the trustees fully supported the Committee's plans to install solar panels on the roof of the new boathouse with a view to providing electricity, primarily for lighting, to both boathouses. The installation of these panels has turned out to be a success and Simon paid tribute to Donald McDougall for managing the entire installation and commissioning of the panels from the CSRC side.

The issues associated with the temporary prop for the beam in the old boathouse continue. Despite numerous discussions in the last year, there has yet to be any form of resolution. Yorkshire Water have decided to subcontract the management of their tenants to Savills, making communication even more difficult.

Simon paid special tribute to Graham Woods who after many years of service to the club decided to step down as both President of the Club and member of the trustees. Graham provided many hours of his time to improving the club, but also showed a high pedigree of racing, most notably winning the Jackson at HORR (with Derby Rowing Club) in 1974 as well as winning the National Championships (Masters) and twice winning World Masters in the late 1970's in a 4+ with Karol Braun, Ronnie Desmond, and Peter Todd. He then went on to form a very successful pair with John Stoddart.

Finance:

See [2023 Accounts](#) and [2024 Budget](#).

Ian Ripley, the Club Treasurer, introduced the accounts for 2023. The Club was in a healthy financial state at the end of December last, with balances on the facilities account of £56,146 (compared with £43,884 at the end of the previous year), on the general account of £16,655 (previously £13,657) and on the social account of £616 (previously £695). Cash in hand remained at £39.

The city club had taken in £24.1k in membership fees, of which £8.6k had been paid into the facilities account to cover the rowing fee, standing at £86 per head. Considering fee payments from the corporate members, a total of £21.2k had been collected in rowing fees in 2023.

In general, rowing-related receipts and payments had remained constant for 2021/22 after the significant increase witnessed in 2022. Capital expenditure was, at £9.5k (not including the £5k reserve), only slightly higher than in 2022. It was noted that the cost of the Solar Panel purchase and installation of £10k had already been paid at the time of the meeting, but that will be shown 2024 accounts as that's when the payment had fallen.

The accounts had been independently inspected by Peter Winter, FCCA, and approved by the Trustees.

Elections:

Committee

The following were elected unopposed to Committee positions for the next 12 months:

Meri Middleton (Chair); Tom Coles (Captain); Ian Ripley (Treasurer); Lizzie Ribey (Entries secretary); Gabrielle Price (Social secretary) Donald McDougall (Fleet and facilities manager).

The Secretary and Membership Secretary positions were left vacant, there being no candidate.

Tom Coles, as incoming Captain, stated that he was proud to become part of the club's history. He referred to the lost members of the club and raised a toast to fallen friends.

Donald McDougall highlighted the importance of the role of Secretary within the club and that it was unfair of club members to expect Meri and Ian to continue sharing the burden of the Secretary's responsibilities going forward, urging other members to step forward and take up the position.

Trustees

There were currently five Trustees, two of whom were required to resign following the Constitution. Graham Woods confirmed his decision to step down prior to the meeting, and Simon Coyne resigned and was re-elected. A new Trustee, Janet Vickers (Oarswoman and Sheffield Hallam Coach) was elected unopposed.

The Trustees in post at the end of the meeting were therefore:

Richard Foster (acting Chair); Simon Coyne, Andrew Hogley, Drew McLaughlin, and Janet Vickers.

Vote on change of fees for 2025:

Members were asked to vote on the following options relating to senior member fees from 2025 onwards:

- A) Not increase fees (£240 annual, £20 monthly)
- B) Increase fees to £264 annual, £22 monthly.
- C) Increase fees to £288 annual, £24 monthly.

The equivalent effect that these would have on junior fees is:

- A) £120 annual, £10 monthly
- B) £132 annual, £11 monthly
- C) £144 annual, £12 monthly

There was some general discussion around this before votes were cast which was continued during the members discussion and is therefore omitted from this section of the minutes but has been captured below.

It was decided, by a majority vote (9/14), to increase fees to £288 annually.

General discussion:

After a short break, the meeting resumed with questions and suggestions from the floor, as was customary.

Club Ergs

Michael Luckham had sent an email to the AGM chair enquiring of the possibility of the Committee looking into a new facility for carrying out land-based training due to the issues associated with using KitLocker. He cited that it would be a space where the ergs can be kept and give the club the possibility to invest in some gym equipment, with a view to S&C training taking place here.

Landing Area

Gregor Duncan suggested that the club's biggest priority should be the improvement of the boating area and suggested that the increased funds from the increase in fees in 2025 should be put into the facilities account in order to get the required monies as soon as possible. There was general support for this sentiment amongst the attendees of the meeting.

Simon Coyne explained that the most recent quote suggested that to have the concrete works for the formation of the boating slab would cost a minimum of £55k. While we had £56k in the facilities account at the end of the year, accounting for the requirement to hold a £5k reserve would have stopped us from starting the project this year. With the decision made to invest in solar panels and the intention to replace the launch, this means that unless we have additional funds added to the account e.g. by a grant or donation, it is unlikely that we can contemplate carrying out the work until 2025 at the earliest.

ENDS



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
City of Sheffield Rowing Club CIO

No (if any)
1182522

Receipts and payments accounts

CC16a

For the period
from

Period start date
01.01.23

To

Period end date
31.12.23

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Trustees: Membership	21,214	-	-	21,214	17,372
Trustees: Rack Fees	1,740			1,740	1,650
Trustees: New Boat House & Grants	-			-	92
CSRC: Membership	11,114			11,114	13,904
CSRC: Misc incl. Just Giving	3,888			3,888	122
CSRC: Race fees	6,318			6,318	5,948
CSRC: Towing fees	2,415			2,415	3,152
CSRC: Training camp	5,620			5,620	4,964
CSRC: SY Head	1,250			1,250	
CSRC: Learn 2 Row	-	-	-	-	770
Social Calendar sales	362	-	-	362	298
Social: Events	803	-	-	803	1,365
Rowing Foundation Grant	-	2,000	-	2,000	-
Foundation - Donation	-	1,000	-	1,000	-
	-	-	-	-	-
Sub total (Gross income for AR)	54,724	3,000	-	57,724	49,637
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	54,724	3,000	-	57,724	49,637
A3 Payments					
Trustees: Property insurance	2,138	-	-	2,138	1,955
Trustees: New boathouse	1,440	-	-	1,440	-
Trustees: Facilities	3,609	-	-	3,609	4,908
CSRC: Boat insurance	2,528	-	-	2,528	2,043
CSRC: Maintenance	1,164	-	-	1,164	3,146
CSRC: New equipment	2,437	3,000		5,437	8,098
CSRC: British Rowing Fees	1,091	-	-	1,091	814
CSRC: Circuits	1,261	-	-	1,261	1,276
CSRC: Admin	305	-	-	305	268
CSRC: Race Entry Fees	6,997			6,997	4,785
CSRC: Trailering fees	4,271			4,271	3,749
CSRC: Blazers	4,563			4,563	
CSRC: Misc	497			497	1,035
CSRC: Training camp	2,860			2,860	5,416
Social Events	1,236			1,236	1,678
Independent Examiner	395			395	300
Ground rent	1,250	-	-	1,250	1,250
Sub total	38,042	3,000	-	41,042	40,721
A4 Asset and investment purchases. (see table)					
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	38,042	3,000	-	41,042	40,721
Net of receipts/(payments)	16,682	-	-	16,682	8,916
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	58,274	-	-	58,274	49,358
Cash funds this year end	74,956	-	-	74,956	58,274

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	Co op Account 6588 1374 General	16,655	-	-
	Co op Account 6588 1361 Trustees	56,146	-	-
	Co op Account 6588 1387 Social	616		
	Co op Account 6588 1293 Foundation	1,500	-	-
	Cash in hand	39	-	-
	Total cash funds		74,956	-
(agree balances with receipts and payments account(s))		OK	OK	OK
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Fixtures and Fittings	62,534	-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Independent Examiner	395	-	
		0	-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Graham Woods		
		Trustee		



Section A

Independent Examiner's Report

Report to the trustees/
members of

The City of Sheffield Rowing Club (CIO)

On accounts for the year
ended

31 December 2023

Charity no
(if any)

1182522

Responsibilities and
basis of report

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

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 am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

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:

Peter Winter

Date:

4 March 2024

Name:

Peter Winter MA FCCA FCIE

Relevant professional
qualification or body

Chartered Certified Accountant - FCCA
Fellow of the Association of Charity Independent Examiners - FCIE

Address:

20 Hallam Grange Road, Fulwood, Sheffield S10 4BJ

Accounts

THE CITY OF SHEFFIELD ROWING CLUB

TRUSTEE REPORT FOR THE PERIOD 01 JANUARY – 30 DECEMBER 2022

Charitable activity in 2022

The Club captain, Cat Webb, reports that, as society returned to normal living following the Covid-19 pandemic, the Club was able to re-open its usual range of activities, and hence offer opportunities for new members to come and try rowing for the first time, or return to it. As a consequence, our Junior, Novice and Senior membership categories all showed an increase in numbers.

We now have 30-plus junior members ranging from J14 to J18, including one adaptive rower. The majority have had been able to compete at both Regatta and Head races with many successes. The junior coaching squad of Jodi Garth (leader), Alice Kears and Rob Way deserve a huge amount of recognition and thanks for the progression the squad has demonstrated. Two junior members attended the Junior Inter-regional Regatta trials in York in January, with more planned for a second trial in March. The expansion in junior rowing is testament to the work of the coaching squad, many other members who have volunteered to help them, and the junior members themselves.

A Learn to Row course was run for the second year running, and we are grateful to Catherine McDougall for organising it. Following the course, we now have 8-10 novice squad members who are planning to transition to either the senior or the recreational squads. Lizzie Ribey (squad leader) deserves a considerable amount of thanks for all her effort and time showing these new women and men the benefits and enjoyment of rowing. We will now pause novice recruitment in order to focus on coaching all our new members to raise their skills, so they can move into the senior squads.

Adaptive rowing has started to come to the Club. We have at least 2 members who qualify for either adaptive or para-rower standing. One member has explored racing under this category for the club and has been given support to do this. Moving forward we will need to look at equipment to support para-rowing as well as pushing ahead with improving access to the water, as detailed elsewhere in this report.

Our Recreational squad continues to grow under the leadership of Karen Millar and Steph Long. They continue to compete in nationwide Explorer events with many successes, but predominantly enjoyment. This squad and the events they attend enable members who may struggle with the significant training pressures of senior rowing to continue to be active and really enjoy the sport and a sense of community. Next year we will look to fund and purchase a second Explorer boat to facilitate accessibility to the sport at Damflask.

Our growing Senior squads have seen many successes this year. In June our Men's 4- won the Durham Challenge Cup for a second time, Vice-captain Piers Turnbull demonstrating excellent steering prowess. In September, we had a flurry of wins at Hollingworth Lake, coming fourth in the Senior Victor Ludorum list. Most recently, in February 2023, our Men's 8+ were the fastest overall crew at South Yorkshire Head with their sights firmly set on Head of the River in March. Success has also come for the women's senior squad with first time wins achieved by several newer members including Mimi Olukoya, Umamah Yusufi, Eleanor Moselle, Esther Moore and Beth Grainger. Seniors

will now be looking ahead to the 2023 Regatta season, with some aiming for both Henley Women's and Royal Regatta qualification.

In 2022 we have been able to build on relationships with other clubs both in and out of rowing. The Viking Sailing Club and their commodore Nick Bush have been helpful in allowing the club access to the water from their land over winter. Talks are underway to facilitate days where members of each club can 'try out' the sport promoted by the other, with sailors trying rowing, and rowers trying sailing.

With limitations in space at the dam and boathouses, particularly following the discovery of structural issues in the old boathouse, this year has seen a growth in support between CSRC, University of Sheffield and Hallam University. When necessary, boats and oars have been shared or borrowed, and coaching and coxes provided where possible. This spirit of community is in particular helping Hallam University return to rowing, and the Captain would like to thank all who have offered their time to contribute to this rebuild.

Finally, huge thanks are also in order to all those involved in volunteering to support the club and enabling all members to enjoy the sport, in particular the squad leaders: Jodi Garth (juniors), Karen Millar and Steph Long (Rec Squad), Michael Luckham (Senior Men), Lizzie Ribey (Novices and Senior Women) and Alex Wright (Senior Women). The Captain also extends her thanks to the Vice-Captain, Piers Turnbull for all his advice, and to those who have run land-based sessions, particularly Vicky McDougall (Novice Ergs) and Catherine McDougall (Circuits).

Financial review

The club is in a healthy financial position, with positive balances at year-end on all three of its accounts, as follows:

Facilities account	£ 43,884
General account	£ 13,657
Social account	£ 695
Cash in hand	£ 39

Total	£ 58,275
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The closing 2022 balance is an increase on the balance at the end of 2021, which stood at £49,358. The accounts show that both receipts and payments were, in total, lower in 2022 than 2021. Although receipts and payments grew to the extent that race and towing fees, together with the payments associated with the training camp, rose in 2022, this increase was insufficient to offset the decline in receipts and payments associated with equipment.

The accounts are constructed on a cash basis; that is to say, they show receipts and payments during the calendar year 2022, rather than income generated or expenditure committed. As a result, the cash account includes the City club rowing fee for 2022, and the University of Sheffield fee for the academic year 2022/23. The Hallam rowing fee paid in January 2022 was, however, the 2021/22

fee; their fee for 2022/23 was outstanding at the end of the calendar year when the club accounts close. That debt, of £1,634, was paid in January 2023. If the debt had been paid in 2022, the closing balance in that year would have been **£59,909**.

Review of financial procedures

In 2021 the Trustees decided to vest control of all three Club accounts in the Committee of Management, consistent with the view that the Committee, and not the Trustees, should run the club from day to day, within delegated limits of authority to spend. Following this change the Trustees decided that no further changes in financial procedures were merited in 2022.

Inspection of accounts

The accounts for the financial year 2022 were examined by Peter Winter of Winter & Co., Chartered Certified Accountants, and approved by Trustees at their meeting in February 2023.

Contributions to the Facilities Account

The annual fee per head levied on the two Universities and the City Club, and paid into the facilities account, has remained at £86. The facilities account is used to fund expenditure for the benefit of all three clubs, including site and shared equipment maintenance, the insurance of shared assets, and rental payments. The account will also provide the capital necessary for investment in the site to improve the landing area and, in time, replace the old boathouse.

Capital stock

The Club's assets include City club boats and blades, together with items shared with the two University clubs - principally the coaching launch and the trailers – but do not include the equipment owned by those University clubs. At the end of the previous year, 2021, the value of the Club's assets had been estimated to be £61,263.

Subsequent investigation has revealed that some assets were, however, inadvertently omitted from the 2021 register, namely, the new Ahoy training sculls, some ergos and a cox box. In addition, the Trustees undertook a revaluation of the asset stock in preparing the 2022 accounts. As a result of these corrections, they now estimate that the value of the Club's assets at the end of last year, 2021, was slightly lower, standing at **£60,772**.

Between end-2021 and end-2022 the value of Club assets will, like almost all assets, have depreciated in use. The Trustees' current assumption is that 10 per cent of the previous year's value of any asset is lost in the next year; in 2022 this loss is around £6k. During 2022, however, the Club also invested in new assets – mainly new blades (c£8k), but also landing stages (£1.25k), a megaphone and a gazebo for use at regattas (£0.25k). Adding the purchase value of these items into the asset register takes the end-2022 value of assets to **£64,045**.

Policy on reserves

The Trustees have asked the Club to retain a reserve of £5,000 in its general account, in case there is a need for emergency expenditure.

Exercise of Trustee responsibilities during 2021

Welfare

The Trustee with responsibility for overseeing the welfare of children, young people and vulnerable adults at the Club, Richard Foster, reports that no new issues arose in relation to welfare during the calendar year 2022. Proper concern for these issues seems now firmly embedded not only amongst Trustees, Club Officials and the other Committee members, but also amongst the Membership as a whole.

This is in no small part due to the experience and wisdom of the Club welfare officer Olwyn Paxman, with whom Richard is in regular contact. Olwyn remained very much engaged with those involved in recruiting and coaching the Junior Squad throughout the Year, and was regularly at bank-side and around the Boathouse to monitor the application of welfare principles in day-to-day activity.

The Club benefits from having a welfare officer whose expertise is rooted in her long work experience in the field, and a Trustee with responsibility for welfare who has dealt with such issues during his long service as a School Governor. Olwyn has built good contacts and an effective rapport with relevant officials at British Rowing, who have on occasion proved to be an invaluable source of support, advice and reassurance.

The Trustees are grateful for the responsible and thoughtful way in which all Club members approach not only their own welfare and well-being, but, importantly, that of others as well.

Health and Safety

Ongoing protective measures

A number of measures designed to provide a safe rowing environment were again implemented in 2022. New members, including corporate members, were issued with the CSRC Safety Plan and Health and Safety Policy Statement and were asked to confirm that they had watched a Health and Safety Briefing video as part of their joining requirements. In addition, the club submitted an annual safety audit which was approved and accepted by British Rowing. Monthly safety reports published by British Rowing were circulated to all club members with a summary that highlighted information that is relevant to members of CSRC.

A safety notice board was installed in the boat house displaying emergency information and the CSRC safety plan.

In response to the single sculler incident in 2021 a thorough risk assessment was conducted. This concluded that all single scullers need to be assessed as competent; accordingly a capsized drill was conducted with competency for each participating club member recorded on a spreadsheet.

Incidents

There were 9 incident reports made using the British Rowing Incident reporting system during 2022.

Six incidents were simple capsizes, two were collisions with sailing boats and one related to a fall on land.

One capsize was a senior women's double, the other five were juniors in singles or doubles. Most of the junior capsizes occurred while under close supervision from the coaching team and were close to the bank. Two junior capsizes occurred during races, one caused some bruising but no other serious injury or damage was sustained.

A junior fell through a hole in the landing stages while carrying a single. A junior aide was supporting and caught the boat. The junior was fine. The landing stages have been repaired; any further damage to the landing stages should be reported promptly to the committee.

Two senior doubles were involved with collisions with sailing boats. In the first collision the sail boat collided with the bow side rigger, causing damage to the backstay. The rower was unhurt and a replacement backstay was fitted at a cost of £30. The second collision was related to a less experienced double and no damage or injury was reported. There was a club safety alert regarding the need to look out for sailing boats and adhere to circulation patterns.

Plans for 2023

The Club are very grateful to Emily Stedman for her efforts to keep us all safe.

The new Health and Safety Officer, George Brookfield, will continue active encouragement of incident reporting and an awareness of health and safety within CSRC.

Building works

At the AGM in March 2022, there was a clear frustration amongst the membership that there was no sign of the significant funds accumulating in the facilities account (approximately £40k) being used to enhance the Club's facilities, particularly its buildings and the landing area.

For some years the club has been looking to improve the bankside; more specifically, to provide a safer route to the water, and also a safer area in which to load and unload the trailers. While the £40k we have available to spend is a substantial amount of money, indicative building quotes suggest it would be insufficient; based on an architect's drawings, the quotes range between £80k and £110k (obtaining more exact cost estimates would require engineering drawings). As a result of the funding shortfall, the planning permission expired before the work could begin, meaning that we must reapply before any work may be undertaken.

Based on the feedback from the membership, and with a view to reapplying for planning permission, the trustees have focussed their efforts on reassessing the existing design with a view to making it cheaper (perhaps by enlisting volunteer labour from amongst the members), as well as staging it, so that we may make some kind of substantial start, and, in the short-run, improve the bank. We then need a set of engineering drawings for more accurate quotation.

The proposal is that the work be broken up into three distinct stages:

- *Stage 1:* Replace the existing retaining wall, and improve the ramp leading down to the highest level that the water level can reach. The retaining wall shown in the pre-existing design will be replaced with a series of gabion baskets. These baskets can be filled by club members using recycled rubble, which would reduce the construction costs; if necessary they can be fronted with natural stone.
- *Stage 2:* Further dig out of the bank in front of the gabion baskets and use concrete to form the steps and flat boating area.
- *Stage 3:* Complete the works by installing the disabled access ramp and the wall forming the edge protection.

Some of these changes affect the overall appearance of the scheme, so the Committee asked the Trustees to update the club, and to survey member opinions on the proposed new design. The survey also allowed members to put forward their own ideas to help improve the quality and cost elements of the project.

Twenty-three members responded to the survey, all of whom supported the changes proposed, although three had some degree of reservation. The reservations included whether the changes provide sufficient cost savings, and whether a gabion basket wall would be unsightly, and less durable than a traditional stone wall.

One member proposed a potential change to the step details, to incorporate hard timbers, or small concrete beams, to form the steps out of the earth. This would utilise less concrete and should be cheaper to install, at the same time not causing a negative impact on the aesthetic of the design.

With the approval of the committee, the trustees instructed Peak Engineers – a company specialising in civil and structural engineering - to produce a new set of engineering drawings against which the planning application will be submitted, and new quotes obtained.

Should the design be accepted by Peak Park, and revised costs fall within the amount of funds that can be allocated from the facilities account to complete Stage 1, the trustees hope that work on site will commence in Summer 2023. A major block is our lack of understanding of YW's position on the new boathouse; until we know that we cannot sensibly apply for PP overall, and applying for the landing area alone may be a poor economy.

Fundraising

We are pleased to report that this year has seen a resurgence of our efforts to raise funds to allow us to improve both the facilities and the general rowing experience for our members. The arrival of COVID had brought these to a halt, but in 2022 we have seen a return to a more normal way of living, allowing us to reconsider our fundraising efforts.

CSRC has, accordingly, formed a fund-raising sub-group, currently made up of Olivia Murray, Cat McDougall, and Drew McLaughlin. We are looking for more members to join the fundraising committee, and become involved in helping the club in its endeavours to raise money

Initially the sub-Committee was focused on supplementing funds available to improve the landing area. It applied for one funding opportunity with the Allianz fund, but unfortunately without success. Shortly thereafter, Yorkshire Water identified some structural problems in the old boathouse, and fund-raising was again suspended until it was clear where the current priorities now lay. Once clarification is obtained, applications will resume.

Junior rowing

The Junior Rowing co-ordinator reports immense pride in the achievements of her squad, both in terms of their rowing ability and achievements, and in the kind and caring nature they exhibit as members of the club. A strong culture of commitment and of mutual support is developing in the squad.

There are now around 30 active juniors, over half of which are actively racing. Sessions on weekend mornings have typically attracted between 15 and 25 participants. A weekly land-based ergometer session has also been oversubscribed.

Plans for head racing were disrupted in 2022 by the cancellation of the South Yorkshire Head, a key target for the club, but in the reinstated 2023 event there were a number of strong performances, and a first win for the J18 4+. Despite the disruption, the regatta season in 2022 was successful, with many wins for the squad and great improvement all round. We also sent two juniors through to the inter-regional singles trials and got excellent feedback on both.

In addition, rowing helps juniors with their general development and life skills. Many squad members are using rowing as an element in their Duke of Edinburgh Award Scheme work.

The squad co-ordinator expresses her gratitude to everyone who helps with juniors. She notes that the volunteer calendar has given juniors access to a wider range of role models, and has made weekend sessions much easier to run!

Looking ahead, in 2023, Jodi would like to start head season earlier. The strategy in 2022 was almost certainly flawed. The idea of giving the squad a reasonably long period to adjust to longer head races after training in the summer for shorter regatta sprints led to an absence of racing for four months from September. Nonetheless she looks forward to the 2023 summer season with confidence, and again plans to send some juniors to Junior Inter-Regional trials.

Trustee matters

Public benefit

The Trustees affirm that they have complied with the duty in section 4 of the 2006 Act to have had due regard to the guidance on public benefit published by the Charity Commission. They have all been made aware of the guidance. Furthermore, the Trustees believe that the decisions they have made consequent on the establishment of the Charity will be beneficial to those members of the public who are, or who will become, members of the rowing club; do not involve personal gain for

the Trustees; and do not involve decisions where there is a need to decide whether the benefits of a decision outweigh any associated harms.

Trustee remuneration, expenses, and related party transactions

No Trustee received remuneration for acting as a Trustee during 2021, nor did any Trustee receive expenses for travelling, or to cover other personal costs. There were no related party transactions that require disclosure in the annual accounts.

Information about the Charity

The Charitable Incorporated Organisation (CIO) that is the City of Sheffield Rowing Club (CSRC) came into formal existence on 18 March 2019, with registration number 1182522.

Address of principle office

The address of the principal office of the Charity until March 2023 was 12 Dore Close, Sheffield, S17 3PU. The new registered address will be added to the Charity Commission website as soon as practicable.

Trusteeship

The four Trustees who served during the calendar year 2022 were: Graham Woods (acting chair); Simon Coyne; Richard Foster; and John Elliott (secretary). John Elliott resigned at the Charity AGM on 16 March 2023, meeting the requirement that a number of Trustees closest to one-third of the total number should resign at each AGM. John did not seek re-election.

At the AGM, Andrew Hogley and Drew McLaughlin were elected as Trustees, bringing the total number of Trustees to five.

Governing document

The Governing Document for the Charity is the Constitution, which came into force on 18 March 2019.

Charitable Object

The Charitable Object of the City of Sheffield Rowing Club is to promote community participation in healthy recreation for the public benefit in and around the city of Sheffield through the provision of facilities for rowing and sculling.

Club financial year

The CSRC financial year runs from January to January. The Club will convene a Special General Meeting in the Autumn of each year if the Committee proposes a revision to membership fees and charges for the following year. There will an Annual General Meeting in the Spring of each year to receive the Examined Accounts and Annual Report, and elect Trustees and Committee members as appropriate.

Membership numbers

CSRC non-student membership numbers	Feb 2023	Feb 2022	Feb 2021	Mar 2020
Senior Active				
<i>Male</i>	42	34	29	40
<i>Female</i>	49	47	36	48
Junior Active				
<i>Male</i>	14	12	0	1
<i>Female</i>	15	9	0	2
Associate (non-rowing)	2	2	4	5
Non-resident	2	2	2	3
Student numbers				
Sheffield University	77	106	83	90
SHU	19	39	39	47

Annual Trustee report circulated to the Club prior to the AGM on 16 March 2023.

Signed (electronically):

Graham Woods (acting Chair)

Simon Coyne

Richard Foster

John Elliott (Secretary)

ENDS

CSRC ACCOUNTS 2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

City of Sheffield Rowing Club CIO

Receipts and payments accounts

CC16a

For the period from	01.01.22	To	31.12.22
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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 £
A1 Receipts					
Trustees: Membership	17,372	-	-	17,372	15,880
Trustees: Rack Fees	1,650	-	-	1,650	1,745
Trustees: New Boat House & Grants	92	-	-	92	7,478
CSRC: Membership	13,904	-	-	13,904	18,576
CSRC: Misc	122	-	-	122	1,130
CSRC: Race fees	5,948	-	-	5,948	1,323
CSRC: Towing fees	3,152	-	-	3,152	950
CSRC: Training camp	4,964	-	-	4,964	1,540
CSRC: Learn 2 Row	770	-	-	770	850
Social Calendar sales	298	-	-	298	408
Social: Events	1,365	-	-	1,365	1,995
Insurance claim	-	-	-	-	7,715
Closure of account	-	-	-	-	78
Sub total (Gross income for AR)	49,637	-	-	49,637	59,668
A2 Asset and investment sales, (see table).					
Sub total	-	-	-	-	-
Total receipts	49,637	-	-	49,637	59,668

A3 Payments

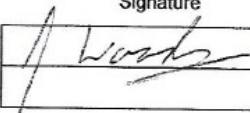
Trustees: Property insurance	1,955	-	-	1,955	2,078
Trustees: New boathouse	-	-	-	-	72
Trustees: Facilities	6,158	-	-	6,158	4,235
CSRC: Boat insurance	2,043	-	-	2,043	2,012
CSRC: Maintenance	3,146	-	-	3,146	896
CSRC: New equipment	8,098	-	-	8,098	29,880
CSRC: British Rowing Fees	814	-	-	814	544
CSRC: Circuits	1,276	-	-	1,276	189
CSRC: Admin	268	-	-	268	218
CSRC: Race Entry Fees	4,785	-	-	4,785	1,239
CSRC: Trailering fees	3,749	-	-	3,749	2,441
CSRC: Misc	1,035	-	-	1,035	520
CSRC: Training camp	5,416	-	-	5,416	165
Social Events	1,678	-	-	1,678	2,435
Independent Examiner	300	-	-	300	594
Trustees Misc	-	-	-	-	-
Sub total	40,721	-	-	40,721	47,518

A4 Asset and investment purchases, (see table)

Sub total	-	-	-	-	-
Total payments	40,721	-	-	40,721	47,518

Net of receipts/(payments)	8,916	-	-	8,916	12,150
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	49,358	-	-	49,358	37,208
Cash funds this year end	58,274	-	-	58,274	49,358

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	Co op Account 6588 1374 General	13,657	-	-
	Co op Account 6588 1361 Trustees	43,884	-	-
	Co op Account 6588 1387 Social	694	-	-
	Cash in hand	39	-	-
	Total cash funds	58,274	-	-
(agree balances with receipts and payments account(s))				
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Fixtures and Fittings	64,045	-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Independent Examiner	395	-	
		0	-	
Signed by one or two trustees on behalf of all the trustees				
Signature		Print Name	Date of approval	
		Graham Woods	8/3/23	
		Trustee		



Section A

Independent Examiner's Report

Report to the trustees/
members of

The City of Sheffield Rowing Club (CIO)

On accounts for the year
ended

31 December 2022

Charity no
(if any)

1182522

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2022.

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 am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

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:

Peter Winter

Date:

20 February 2023

Name:

Peter Winter MA FCCA FCIE

Relevant professional
qualification or body

Chartered Certified Accountant

Address:

20 Hallam Grange Road, Fulwood, Sheffield S10 4BJ

Accounts

THE CITY OF SHEFFIELD ROWING CLUB

TRUSTEE REPORT FOR THE PERIOD 01 JANUARY – 30 DECEMBER 2021

Introduction

The Charitable Incorporated Organisation (CIO) that is the City of Sheffield Rowing Club (CSRC) came into formal existence on 18 March 2019, with registration number 1182522.

The address of the principle office of the Charity is 12, Dore Close, Sheffield, S17 3PU.

The five Trustees who served during the calendar year 2021 were: Liz Brown (chair); John Elliott (secretary); Richard Foster; Chris Whitehead; and Graham Woods. Liz Brown and Richard Foster were selected by lot and resigned, as required by the Constitution, at the Charity AGM on 18 March 2021, and were re-elected unopposed.

In accordance with the Constitution, two Trustees will stand down at the AGM on 24 March 2022, and elections for new Trustees will be held.

Governing document

The Governing Document for the Charity is the Constitution, which came into force on 18 March 2019.

Charitable Object

The Charitable Object of the City of Sheffield Rowing Club is to promote community participation in healthy recreation for the public benefit in and around the city of Sheffield through the provision of facilities for rowing and sculling.

Charitable activity in 2021

The ability of the Club to deliver rowing and sculling opportunities for its members and prospective members in 2021 was, as in the previous year, adversely affected by the pandemic. Covid-19 restrictions meant that the Club had to shut from 04 January; outdoor sports facilities were not able to reopen until 29 March.

Training was then able to recommence even though protective measures – such as mask-wearing at the boathouse and the maintenance of social distancing – remained necessary, and a tentative race programme through to the end of the year was circulated in early May.

As usual, the Club divided its rowing and sculling community into squads, membership of which was determined by ability, fitness, and the personal ambitions of individual rowers. Activities in each squad were determined by the relevant squad leader.

Most oarsmen and oarswomen trained and competed with the main racing squads, led by Mike Luckham (men) and Lizzie Ribey and Alex Wright (women). In the summer, these squads competed

at a number of regattas, including Henley Women's Regatta, Peterborough Summer Regatta, the Northern Sprint Championships and York Autumn Head , with noteworthy performances from Cat Webb and Bridie Hamilton at Henley, and Rob Pilling at Northern Sprints.

For those looking for a slightly more relaxed approach to competition, the recreational squad, led by Karen Millar, entered events in the recreational league where success is measured not only in terms of relative speed, but also technical proficiency. The squad have done particularly well for 2021 but notably at Grosvenor in July where they won 4 out of 4 races and had their trophy presented to them by Josh Bugajski, 2020 bronze medal winner in the Tokyo Olympics.

To continue to welcome new members to the sport, a "learn to row" course was run over consecutive weekends in May by Lizzie Ribey and Alex Wright. Following this, participants are invited to join the Novice Squad for further training and an introduction to sweep oar technique, before graduating to the main racing squads. This current cohort has been particularly successful for the club with 16 attending the Learn to Row course and 16 graduating at the end of March 2022.

Junior rowing was marshalled during 2021 by Donald McDougall and, later, Jodi Garth. Its successes are described fully in a separate section later in this annual report.

Our corporate members; the University of Sheffield Rowing Club and Sheffield Hallam University Rowing Club have both survived the rigours of 2021. Hallam in particular overcame a very challenging time with the near dismantling of the club, but thanks to the formulation of a new committee of volunteers, they have been able to continue operation. This has been a very positive outcome as it has allowed for the strengthening of a partnership approach to working between the City club and the two University clubs.

The Club also hosted the first Business Boat Race in the summer of 2021 as organised by Chris Whitehead and input from an array of volunteers. This activity allowed for a fun, recreational race between three local businesses - Wandisco, Freeths and RCA - following a period of coached training. This was a successful event, increasing membership of the club and raising £2400.

Not everyone is a born racer, of course, and it was also pleasing to see a regular stream of boats leaving the stages with club members simply enjoying rowing for its own sake.

During the year the Club's ergo space was burgled, and Simon Turner, who had kindly given the Club use of the space free of charge over a number of years, felt he could no longer support it as a training base. Chris Whitehead, Kate Davies and Liz Brown secured a new home for our stock of ergos at the Kitlocker factory, allowing the Club to offer ergo training on a squad basis on weekday evenings and weekend mornings. Kate also secured a new partnership with a Strength and Conditioning coach delivered out of Structure Sport and Fitness gym. These sessions, alongside circuit training on Sheffield Hallam premises, offered members good opportunities to maintain and build fitness during the winter months.

The Captain, Kate Davies, who stands down at the 2022 AGM after two and a half years in role, expressed her thanks to her Vice-captain, James Palmer, the squad leaders, the Committee, and anyone else who had helped her keep the Club going during an extended difficult period for the country as a whole.

Public benefit

The Trustees affirm that they have complied with the duty in section 4 of the 2006 Act to have had due regard to the guidance on public benefit published by the Charity Commission. They have all been made aware of the guidance. Furthermore, the Trustees believe that the decisions they have made consequent on the establishment of the Charity will be beneficial to those members of the public who are, or who will become, members of the rowing club; do not involve personal gain for the Trustees; and do not involve decisions where there is a need to decide whether the benefits of a decision outweigh any associated harms.

Trustee remuneration, expenses, and related party transactions

No Trustee received remuneration for acting as a Trustee during 2021, nor did any Trustee receive expenses for travelling, or to cover other personal costs. There were no related party transactions that require disclosure in the annual accounts.

Financial review

The club is in a healthy financial position, with positive balances at year-end on all three of its accounts, as follows:

Facilities account	£ 33183
General account	£ 15432
Social account	£ 704
Cash in hand	£ 39

Total	£49358
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Moreover, the club had no significant debts at year-end. We believe we owe Yorkshire Water a historic rent payment of £175, but, despite some effort, have been unable to obtain an invoice for this sum, without which we can make no payment.

The accounts are constructed on a cash basis; that is to say, they show receipts and payments during 2021, rather than income generated or expenditure committed. As a result, the cash account does not include fees from Hallam University for rowing services delivered in the academic year 2021/22, as those fees were still outstanding on 31 December; they were subsequently paid on 18 January 2022. If those fees, and the City fees due for 2022, had both been included, the effective end-year balance on the facilities account would have been nearer £44,000 than the actual figure of £33,183.

Running costs on the facilities account amount to some £8,000 per annum (including, for example, property insurance; rental payments; and outlays on shared assets). The Trustees are required in law to maintain, as part of a reserve, an amount which would allow it to meet the Charity's debts were it necessary to wind-down activity at the Dam completely. The details of the proposed reserve policy are set out below. But the overall implication of the policy is that we have accumulated about £23,000 by the end of 2021 which we could spend on elements of the proposed improvements – such as reconstructing the boating area or installing an electricity supply. Given our inability thus far to attract charitable donations which would raise our capital to the £70,000 initially required for

these improvements, the Club needs to consider whether it would be prepared to take on an unsecured loan in order to begin work.

Review of financial procedures

The Trustees reviewed the Club's financial procedures during 2021 and concluded that, commensurate with the principle that the Club should be run by the Committee, control of all three CSRC accounts should be vested with them.

Inspection of accounts

The accounts for the financial year 2021 were examined by Peter Winter of Winter & Co., Chartered Certified Accountants, and approved at the 2022 AGM.

Contributions to the Facilities Account

The annual fee per head levied on the two Universities and the City Club has increased from £80 to £86. This increase covers the additional cost of storing the trailers off site in a secure compound.

Capital stock

The most significant change to the capital stock in 2021 involved the purchase of two new boating trailers to replace the two stolen from the Damflask site towards the end of 2020, and the purchase of a new Janousek coxless IV. The cost of the trailers – some £9,500 – was met from an insurance claim. The cost of the IV (£15,000) was met from the general account.

At the end of 2020, the total value of the Club's assets was some £38,500. These assets include City club boats and blades, together with items shared with the two University clubs - principally the coaching launch and the trailers – but do not include the equipment owned by those University clubs. By the end of 2021 the value of those assets had depreciated according to assumptions made in relation to their current values and expected lifespans. Nevertheless, the purchase of the trailers, the Janousek IV *Damfast*, and new landing stages increased the value of the capital asset stock to £61,263 at year end.

Policy on reserves

The Trustees have reconsidered their policy on reserves, in the light of the Charity Commission guidance. The full policy will be published on the Club website in due course.

The Charity needs to retain reserves to cover unforeseen outlays resulting from emergencies (such as storm damage), to insure against the removal of a major income stream, to accumulate funds for capital improvements, and to be able to meet commitments in the event that the Charity is wound up. Reserve funds would be *unrestricted*; that is, be funds that can be spent at the discretion of the Trustees in any way that furthers the charity's objects. The major part of the current reserve would, however, be *designated* - in this case, funds to be used for the development of the site, as long as the policy of improving the boathouses and waterside access remains in place.

The initial proposal is therefore that £5,000 of the Facilities Account balance be available for unforeseen emergency spending or to cover a future shortfall of income, leaving the balance (£28,000 at the end of 2021) designated for capital improvement. Given running costs of £8,000 per annum, at current levels of income the balance would increase by about £10,000 per annum. In addition, the Trustees recommend that an unrestricted reserve of £2,000 is maintained in the General Account for unforeseen emergency funding, built up over two years.

Exercise of Trustee responsibilities during 2021

Welfare

The Trustees are pleased to report that no new issues arose in respect of the welfare of children, young people and vulnerable adults at the Club during the calendar year 2021. Any issues that carried over from the previous year were resolved satisfactorily, with no further action necessary.

The Trustee responsible for welfare issues, Richard Foster, has liaised regularly with the Club Welfare Officer Olwyn Paxman. The Trustees note that Olwyn has, in particular, engaged very effectively with new arrangements for recruiting and coaching the Junior Squad, which were instituted in the course of the year. She has frequently and regularly observed proceedings at bank-side and around the boathouse to ensure that procedures have been satisfactorily followed.

Overall, and taking account of the continued disruption imposed by the Covid-19 pandemic and the necessary public health response to it, the whole club can take pride in having returned the club to normal operation safely, having maintained due respect for the well-being and welfare of all members, both on and off the water.

Health and Safety

Ongoing protective measures

A number of measures designed to provide a safe rowing environment were again implemented in 2021. New members, including corporate members, were issued with the CSRC Safety Plan and Health and Safety Policy Statement and were asked to confirm that they had watched a Health and Safety Briefing video as part of their joining requirements. In addition, the club submitted an annual safety audit which was approved and accepted by British Rowing. Monthly safety reports published by British Rowing were circulated to all club members with a summary that highlighted information that is relevant to members of CSRC.

The year 2021 was, however, once more dominated by the Coronavirus pandemic; club members continued to observe Covid-19 protocols in line with government legislation and the advice given by British Rowing.

Incidents

There were 10 incident reports made using the British Rowing Incident reporting system during 2021. Eight incidents were simple capsizes, whilst the remaining two related to slips, trips and falls on land.

One fall occurred when a member carrying his single scull tripped on oars which were stored untidily on the boathouse floor; the fall resulted in £500 worth of damage to the boat, although no injury to the member concerned. The other land-based incident did, however, result in an injury, when one member trapped a foot in a landing stage after standing on a rotten plank. As a result, all of the landing stages were inspected and several planks which were potentially unsafe were replaced. Two new smaller landing stages have been provided which are easier, and therefore safer, to handle.

All eight of the capsizes involved single scullers. Two were seniors, and the remaining six were juniors, of which two were in stable singles.

The majority of the capsizes involving juniors occurred when they were under the supervision of members of the junior coaching team, and were not considered serious. One such capsize was the result of a rower rigging a stable single incorrectly. In all cases the juniors got back into their boats and continued with their training sessions.

One of the incidents involving senior scullers was more serious. A novice sculler who fell into unexpectedly cold water suffered shock, and as a result did not follow the capsize procedure; they instead abandoned the boat and made for the bank. The sculler was helped to shore by another crew boat that was passing nearby. The Trustees will ask the Committee to ensure that a thorough risk assessment relating to single sculling, covering all abilities and weather conditions is conducted. Further, the Trustees recommend the purchase of a lightweight rib to be on standby as a rescue boat in cases where the launch is not on the water.

The University of Sheffield recorded 2 incidents with British Rowing; Sheffield Hallam University were, however, not active during this year and had no incidents to report.

Plans for 2022

The Club will organise a capsize drill session at Hillsborough Leisure Centre in March 2022.

Building works

During 2021 the cost of supplying mains electricity to the boathouses was established as lying in the range £60k to £70k. This estimate was broadly the same whether the supply came from the road directly above the site via a high-voltage cable, or indirectly from the gate by a longer low-voltage cable. Although a low-voltage supply at 240V is in principle much cheaper than a high-voltage supply, it would require the digging of a trench and the use of a large diameter cable, which brings the total costs into balance with those for the high-voltage supply (not to mention the associated risks of theft of the low-voltage cable, which we were advised were not insubstantial).

The other elements of the development scheme – rebuilding the retaining wall, replacing the old boathouse, and refurbishing the ‘new’ boathouse - all await external funding. The amount in the

trustees account should be adequate this year to either fund the *first* phase of the retaining wall, or pay for a deposit on a mortgage for a new boathouse.

Fundraising

Capital funding for building works

The impact of the pandemic on fundraising continued throughout 2021, with some funding bodies meeting only sporadically, and the majority concentrating on those sports clubs for which Covid constitutes an existential threat. Sport England noted on their homepage on 7 January 2021 that:

“Coronavirus (Covid-19) has had an impact on everyone but our insight is showing it is more significant in some communities or groups and the rate of recovery back to pre-pandemic levels is slower for some people. To help support those most severely affected by the ongoing pandemic, we have a £21.5m Return to Play Fund.

The Community Asset Fund has now been paused to new applications...”

We made an unsuccessful application to Return to Play at the end of 2020. We will need a Sport Development Plan in order to apply to the Community Asset Fund once it reopens. In 2021 we made applications to HSBC, the Canoe Foundation, the Henley Stewards Charitable Trust, and the Health & Wellbeing Mayoral Community Fund, none of which were successful.

Nine other funding sources, suggested by members, were considered and ultimately discounted because our bids would have failed to meet the funding criteria laid down by the prospective donors.

We have an ongoing campaign on Just Giving: <https://www.justgiving.com/campaign/csrc-new-boathouse>. In 2021 this attracted £2,170, of which £1,982 was raised by Vicky McDougall, Janet Vickers and their UK Gold colleagues across the country and beyond in the *Race the Thames* challenge. Another £600 was raised for London Youth Rowing as a part of the same exercise, emphasising the Club's support for Junior Rowing. Adding in the £300 raised in 2020 we now have £2,470 from Just Giving.

The inaugural Business Boat Race raised £2,400 in fees from the competing crews, and a further £238 from the catering operation run by Malky Middleton. A lack of volunteers to support the training sessions means, sadly, that we will not run a further competition in 2022.

Equipment funding

Our 2020 application for a new stable quad from the Clothworkers Foundation was turned down, but a campaign instigated by Don McDougall using the Aviva Community Fund platform attracted £959. This was paid into the general account and contributed to the three trainer singles purchased during the year.

Junior rowing

In February 2022 there were 21 junior members, 12 boys and nine girls. A glance at the time series of membership numbers below shows clearly how these numbers have increased markedly on their levels from early 2021 and 2020. When the Club emerged from the pandemic, an open day organised by Don McDougall helped stimulate renewed interest, and Jodi Garth, the new Junior Squad Leader, has consolidated the growth, establishing a core coaching team around 10 strong, supported by two junior leaders and other club members on an *ad hoc* basis. One very pleasing result of the conversion of the Club to a charity and the embracing of the University clubs as corporate members has been the willingness of students to join the junior coaching team.

Sessions on weekend mornings have typically attracted between 10 and 20 participants, with the availability of boats constraining the numbers who could be accommodated on more than one occasion. A weekly land-based ergometer session has also been oversubscribed.

The junior squad made great progress during 2021. Eleven members raced at least once and the boys' quad were successful at York Small Boats. Four juniors are using rowing as an element in their Duke of Edinburgh Award Scheme work, some at bronze level, and some at gold, and, outside of competition, the more recreational rowers have all achieved goals they have themselves set. These goals ranged from maintaining a split of under two minutes on an ergometer, to rowing the stable singles without floats – an achievement five months in the making. It was heartening to hear the parent of a visually-impaired junior report that rowing had made him feel the most able-bodied he ever has.

The emphasis on supporting the general development of juniors was present in the GROW programme for junior rowing and the successful junior rowing camps held in the Summer of 2021. Although the Club recognises that some juniors may aspire to developing their skills and fitness to the level required for competitive rowing, the development of a junior racing squad should not be the sole or prime aim of the Junior Rowing initiatives.

Membership numbers

CSRC non-student membership numbers	Feb 2022	Feb 2021	March 2020
Senior Active			
<i>Male</i>	34	29	40
<i>Female</i>	47	36	48
Junior Active			
<i>Male</i>	12	0	1
<i>Female</i>	9	0	2
Associate (non-rowing)	2	4	5
Non-resident	2	2	3
Student numbers			
Sheffield University	106	83	90
SHU	39	39	47

Club financial year The CSRC financial year runs from January to January. The Club will convene a Special General Meeting in the Autumn of each year if the Committee proposes a revision to membership fees and charges for the following year. There will an Annual General Meeting in the Spring of each year to receive the Examined Accounts and Annual Report, and elect Trustees and Committee members as appropriate.

Annual Trustee report circulated to the Club prior to the AGM on 24 March 2022.

Signed (electronically):

Graham Woods (acting Chair)

Richard Foster

John Elliott (Secretary)



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name City of Sheffield Rowing Club CIO	No (if any) 1182522
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Receipts and payments accounts

For the period from	Period start date 01.01.21	To	Period end date 31.12.21
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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 £
A1 Receipts				
Trustees: Membership	15,880	-	-	15,880
Trustees: Rack Fees	1,745			1,745
Trustees: New Boat House & Grants	7,478			7,478
CSRC: Membership	18,576			18,576
CSRC: Misc	1,130			1,130
CSRC: Race fees	1,323			1,323
CSRC: Towing fees	950			950
CSRC: Training camp	1,540			1,540
CSRC: Learn 2 Row	850	-	-	850
Social Calendar sales	408	-	-	408
Social: Events	1,995	-	-	1,995
Insurance claim	7,715	-	-	7,715
Closure of account	78	-	-	78
	-	-	-	-
Sub total (Gross income for AR)	59,668	-	-	59,668
A2 Asset and investment sales, (see table).				
	-	-	-	-
Sub total	-	-	-	-
Total receipts	59,668	-	-	59,668
A3 Payments				
Trustees: Property insurance	2,078	-	-	2,078
Trustees: New boathouse	72	-	-	72
Trustees: Facilities	4,235	-	-	4,235
CSRC: Boat insurance	2,012	-	-	2,012
CSRC: Maintenance	896	-	-	896
CSRC: New equipment	29,880			29,880
CSRC: British Rowing Fees	544	-	-	544
CSRC: Circuits	189	-	-	189
CSRC: Admin	218	-	-	218
CSRC: Race Entry Fees	1,239			1,239
CSRC: Trailing fees	2,441			2,441
CSRC: Misc	520			520
CSRC: Training camp	165			165
Social Events	2,435			2,435
Independent Examiner	594			594
Trustees Misc	-	-	-	-
Sub total	47,518	-	-	47,518
A4 Asset and investment purchases, (see table)				
	-	-	-	-
Sub total	-	-	-	-
Total payments	47,518	-	-	47,518
Net of receipts/(payments)	12,150	-	-	12,150
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	37,208	-	-	37,208
Cash funds this year end	49,358	-	-	49,358

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	Co op Account 6588 1374 General	15,432	-
	Co op Account 6588 1361 Trustees	33,183	-
	Co op Account 6588 1387 Social	704	-
	Cash in hand	39	-
	Total cash funds	49,358	-
	(agree balances with receipts and payments account(s))	OK	OK
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)
	Fixtures and Fittings	60,011	-
			-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)
		0	-
		0	-
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	
		Elizabeth Brown	
		Graham Woods	

CC16a

Last year

to the nearest £

3,760
1,930
283
14,724
868
1,758
742
767
-
473
525
-
-
-
25,830

-
-

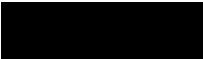
25,830

1,802
1,646
2,991
1,737
2,724
77
651
567
100
1,422
689
367
965
630
-
350
16,718

-

16,718

9,112
28,096
-
37,208



**Endowment
funds**

to nearest £

-
-
-
-
-

OK

**Current value
(optional)**

-
-

**When due
(optional)**

**Date of
approval**



Section A

Independent Examiner's Report

**Report to the
trustees/ members
of**

Charity Name
City of Sheffield Rowing Club CIO

**On accounts for the
year ended**

31 December 2021

**Charity
no (if
any)**

1182522

Set out on pages

1

**Responsibilities and
basis of report**

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

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:

28 February 2022

Name:

Peter Winter MA FCCA FCIE

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

Chartered Certified Accountant (FCCA)
Fellow of the Association of Charity Independent Examiners (FCIE)

Address:

20 Hallam Grange Road, Fulwood Sheffield S10 4BJ

Section B

Disclosure

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.

Accounts

THE CITY OF SHEFFIELD ROWING CLUB

TRUSTEE REPORT FOR THE PERIOD 01 JANUARY – 30 DECEMBER 2020

Introduction

The Charitable Incorporated Organisation (CIO) that is the City of Sheffield Rowing Club (CSRC) came into formal existence on 18 March 2019, with registration number 1182522.

The address of the principle office of the Charity is 36, Stumperlowe Crescent Road, Sheffield, S10 3PQ.

The five Trustees who brought the CIO into existence, following a decision made at the CSRC AGM in September 2018, were: Liz Brown (chair); John Elliott (secretary); Richard Foster; Chris Whitehead; and Graham Woods. These individuals were re-elected to office at the Charity AGM on 10 September 2020.

The Trustees are jointly equally responsible for all of the Charity's activities; various Trustees nevertheless take a lead in given areas to spread the workload and utilise individual expertise. The lead Trustee is indicated where appropriate throughout this report.

In accordance with the Constitution, two Trustees will stand down at the AGM on 18 March 2021, and elections to replace these Trustees will be held.

Governing document

The Governing Document for the Charity is the Constitution, which came into force on 18 March 2019. It is supported by the Club's Rules and Scheme of Delegation, which have been re-written to be consistent with the Constitution.

Charitable Object

The Charitable object of the City of Sheffield Rowing Club is to promote community participation in healthy recreation for the public benefit in and around the city of Sheffield through the provision of facilities for rowing and sculling.

Charitable activity in 2020

Rowing activities were severely constrained during 2020 because of the Coronavirus (Covid-19) pandemic.

Although the year began normally, by March the Club had been forced to close its doors as the country entered lock-down to prevent the spread of infection. British Rowing advice was that Clubs should close and, in any event, Yorkshire Water shut their reservoir. As the country emerged from lockdown the Club established a "Return to Rowing" group to ensure that rowing could resume safely, governed by social distancing measures and protocols for disinfecting equipment and

surfaces. The Club was, however, unfortunately forced to close its doors again later in 2020, as rising infections caused a second lockdown.

In order to maintain a sense of community amongst Club members, and support them in their endeavours to exercise in order to promote mental and physical well-being, various Zoom groups and social media activities arose related to circuit training, ergometer training, and more light-hearted social interaction.

Public benefit

The Trustees affirm that they have complied with the duty in section 4 of the 2006 Act to have had due regard to the guidance on public benefit published by the Charity Commission. They have all been made aware of the guidance. Furthermore, the Trustees believe that the decisions they have made consequent on the establishment of the Charity will be beneficial to those members of the public who are, or who will become, members of the rowing club; do not involve personal gain for the Trustees; and do not involve decisions where there is a need to decide whether the benefits of a decision outweigh any associated harms.

Trustee remuneration, expenses, and related party transactions

No Trustee received remuneration for acting as a Trustee during 2020, nor did any Trustee receive expenses for travelling, or to cover other personal costs. Liz Brown was reimbursed £37.40 by the Club for the purchase of supplies used to support the return to rowing following the end of lockdown. There were no related party transactions that require disclosure in the annual accounts.

Financial review

(Lead Trustee: Graham Woods)

The accounts for the extended financial year March 2018 -December 2019 were examined by an independent accountant and subsequently approved. The trustees have appointed Peter Winter of Winter & Co. Chartered Certified Accountants to examine the accounts for 2020 and at the time of writing his report is in preparation.

Because of the lockdown imposed by the government, the Club offered subscription payment holidays to members. The offer was partially taken up, resulting in a shortfall in subscriptions of £300.

The negotiation with our corporate members over fees for the academic year 2020/21 was not completed, as the prospects for rowing over this period remain unclear, and the size of any rebate cannot be determined. Fees for rowing undertaken by Sheffield University at the end of 2020 are therefore outstanding at the time of writing.

An order has been placed for two replacement trailers due for delivery this summer. The insurance payment was £7715 and the cost of the new trailers is £9654, meaning the club will need to contribute £1939 which equates to the deposit already paid from the trustee account.

Notwithstanding the problems of last year the club's finances are in a good position. Balances in the three bank accounts on 31 December 2020 were as follows:

Trustee account	£14234
General account	£21980
Social account	£955
Cash in hand	£39
Total	£37208

The **policy on reserves** essentially relates to the accumulation of capital by the Trustees to fund the planned building works, and, subsequently, pay for repairs and maintenance. If and when the building work is complete, the current policy is that we shall, if circumstances permit (i) adjust downwards the annual contributions made by the three Clubs to the reserves, (ii) establish a sinking fund to ensure that the estate can be maintained through time and (iii), at a minimum ensure we retain enough money to allow the Charity to clear any debts and be run down if circumstances demand it.

Trustee activities 2020

Welfare (Lead Trustee: Richard Foster)

Richard Foster brings to the role of lead Trustee on welfare issues his experience as Child Protection Governor at a Sheffield primary school. As well as his work there supporting front-line pastoral staff dealing with children in challenging circumstances, he has held similar roles in charities working with vulnerable adults.

On a day-to-day basis welfare matters are in the hands of the Club Welfare Officer, Olwyn Paxman, supported by the Committee. A number of welfare issues arose during the year which, in the opinion of the lead Trustee, were handled with a high degree of professionalism. In addition it was gratifying to see the extent to which club members took care of one another during the difficult days of the pandemic. Last, the Trustees were pleased to see the progress being made in respect of our junior rowing offer.

Rules (Lead Trustee: Richard Foster)

The Rules, supported by a Scheme of Delegation, have been agreed between the Committee and the Trustees. These documents lay out the precise terms of the delegation of responsibilities for running the Club, as allowed by the Constitution (section 18).

Revisions to the Rules require approval by a general meeting of the Club. Revisions to the Scheme of Delegation may be agreed between the Trustees and Committee.

The Rules and Scheme of Delegation will be supported by other documents, including a Welfare Policy, Health and Safety Policy, Junior Rowing Protocols, and a Grievance Procedure. The Trustees will work with the Committee to ensure that an agreed set of documents will be available as soon as is practicable during 2021.

Health and Safety (Lead Trustee: Chris Whitehead)

During the year Liz Brown conducted a safety audit and updated the club's Health and Safety Plan and Risk Register. The committee have followed the guidance of British Rowing in restricting the activities of the club in connection with the pandemic. So far as the trustees are aware, there have been no instances of a Covid infection as a consequence of club activities.

Though the level of rowing activity has been restricted during the year, it is precisely in circumstances like these that are a departure from the norm that accidents happen. It is therefore a credit to all members of the club (including the two universities as corporate members) that no serious incidents have occurred.

Building works (Lead Trustee: Chris Whitehead)

On behalf of the Trustees Simon Coyne investigated the feasibility of securing a mains power supply to the boathouses, and established that a 240V supply to the dam wall would cost £11k. We need Yorkshire Water to grant us a wayleave, at nominal cost, to allow us to connect the supply to the buildings. Simon will now work up, with contractors, a scheme to deliver a domestic scale supply from the feeder cabinet to the boathouses. Our hope is that the total scheme cost will be in the order of £20k, offering the prospect of a boathouse environment that is safer and more welcoming.

The other elements of the development scheme (retaining wall rebuild, replacement of the old boathouse, refurbishment of the 'new' boathouse) all await external funding. We are looking at how we might split the retaining wall work into two phases so that we can afford a first phase, including the trailer hardstanding, in 2022. Unbundling of the project into smaller phases inevitably involves additional design and construction overhead costs, however.

Fundraising (Lead Trustee: Chris Whitehead)

(a) Capital funding for building works

The middle of a pandemic is not an ideal time to try to raise capital funding: some funding bodies are only meeting sporadically, whilst others are concentrating on those sports clubs for which Covid constitutes an existential threat.

Since last March we have applied to 14 potential sources of capital funding in connection with the new boathouse programme for funds totalling £558k. We have had formal rejections from eight of those funders. The six outstanding applications total £228k; however, without an anchor funder such as the National Lottery or Sport England securing any of this will be challenging, and for that reason we will be paying close attention when Sport England reveal their new funding strategy on 26th February 2021. Additionally, we will need a high-quality sport development plan before we can apply to Sport England's Community Asset Fund.

A full list of the funders to whom we have applied for capital funding is available from Chris Whitehead. We welcome ideas on where we might apply next; one possibility is the Henley Stewards Charitable Trust. We have followed up on all suggestions received thus far.

During the year we have secured letters of support for the new boathouse project from British Rowing, Yorkshire Sport, Forge Valley School, SHU, and the University of Sheffield, and are awaiting one from Bradfield Parish Council.

We have also set up a crowdfunding site on Just Giving: <https://www.justgiving.com/campaign/csrc-new-boathouse> which has so far attracted £300. A big thank you to everyone from the club who has contributed to this.

(b) Equipment funding

We have made two applications for funding for equipment: for £12k for a new stable quad from the Clothworkers Foundation, and for £10k for four new training boats from the Aviva Community Fund. Both of these await a decision.

Junior rowing (Lead Trustee: John Elliott)

Junior rowing was suspended throughout almost all of 2020 because of the pandemic. The Committee dedicated one of its meetings for a thorough discussion of the protocols that should govern Junior Rowing, based on examples from a number of other clubs, including York and Henley. These protocols will be codified for use in 2021. A key aim will be to increase the number of junior rowing coaches so that a minimum of two can be present for each session; the Trustees and Committee are encouraged by the expressed willingness of the student members to contribute to this effort, once rowing can return to normal.

Sarah Baker volunteered to run a schools “indoor and outdoor” rowing challenge based on similar initiatives in Fulham and Leeds, and organised in conjunction with Move More Sheffield, Yorkshire Sport, and the University of Sheffield. Because of coronavirus restrictions the programme has been delayed. We are, nonetheless, maintaining contact with Move More and still hope to deliver a scaled-down pilot project in 2021.

Increasing the diversity of the membership

The desirability of increasing the diversity of the club’s membership was raised at the previous AGM in September 2020. The Trustees and Committee have each discussed the issue but, during the pandemic, opportunities for action have been limited. The Committee has now proposed three simple yet practical actions during 2021 to move the agenda forwards: first, to undertake a club survey to help us understand how our current membership identifies itself in terms of diversity; second, to enable a continuing discussion amongst the membership over what success in increasing diversity at CSRC would mean; and, third, to include appropriate targeting in our recruitment.

We shall no longer use the acronym BAME as a shorthand when discussing diversity issues, partly because it is not inclusive of all ethnic or racial groups, and partly because we want to be open to diversity in all of its forms.

ENDS

ANNEX

CSRC non-student membership numbers:	Feb 2021	(March 2020)
Senior active		
Men	29	(40)
Women	36	(48)
Junior active		
Male	0	(1)
Female	0	(2)
Associate (non-rowing)	4	(5)
Non-resident	2	(3)

Student numbers 2020

Sheffield University	83	(90)
SHU	39	(47)

Club financial year The CSRC financial year runs from January to January. The Club will, in normal years, convene an SGM in the Autumn of each year in time to set the membership fee for the next calendar year, and an AGM in the Spring of each year to receive the Examined Accounts and Annual Report, and elect Trustees as appropriate.

Annual Trustee report circulated to the Club prior to the AGM on 18 March 2021.

Signed (electronically):

Elizabeth Brown (Chair)

John Elliott (Secretary)

Richard Foster

Christopher Whitehead

Graham Woods



Receipts and payments account

For the period from	Period start date 01.01.20	To
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
A1 Receipts			
Trustees: Membership	3,760	-	-
Trustees: Rack Fees	1,930		
Trustees: New Boat House & Grants	283		
CSRC: Membership	14,724		
CSRC: Misc	868		
CSRC: Race fees	1,758		
CSRC: Towing fees	742		
CSRC: Training camp	767		
CSRC: Learn 2 Row	-	-	-
Social Calendar sales	473	-	-
Social: Events	525	-	-
Funds transferred from Pre-Charity Club	-	-	-
Funds donated by DFRC	-	-	-
	-	-	-
Sub total (Gross income for AR)	25,830	-	-
A2 Asset and investment sales, (see table).			
	-	-	-
Sub total	-	-	-
Total receipts	25,830	-	-

A3 Payments

Trustees: Property insurance	1,802	-	-
trustees: New boathouse	1,646	-	-
Trustees: Facilities	2,991	-	-
CSRC: Boat insurance	1,737	-	-
CSRC: Maintenance	2,724	-	-
CSRC: New equipment	77		
CSRC: British Rowing Fees	651	-	-
CSRC: Circuits	567	-	-
CSRC: Admin	100	-	-
CSRC: Race Entry Fees	1,422		
CSRC: Trailing fees	689		
CSRC: Misc	367		
CSRC: Training camp	965		
CSRC: Legal fees	-		
Social Events	630		
Trustees Misc	350		
DFRC Service charge	-	-	-
Sub total	16,718	-	-

A4 Asset and investment purchases, (see table)			
	-	-	-
<i>Sub total</i>	-	-	-
<i>Total payments</i>	16,718	-	-
<i>Net of receipts/(payments)</i>	9,112	-	-
A5 Transfers between funds	-	-	-
A6 Cash funds last year end	28,096	-	-
<i>Cash funds this year end</i>	37,208	-	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £
B1 Cash funds	Co op Account 6588 1374 General	21,980
	Co op Account 6588 1361 Trustees	14,234
	Co op Account 6588 1387 Social	955
	Cash in hand	39
	Total cash funds	37,208
	(agree balances with receipts and payments account(s))	OK
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs
	Fixtures and Fittings	39,307
B5 Liabilities	Details	Fund to which liability relates
		0
		0
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name
		Elizabeth
		Graham

o (if any)
182522

units

Period end date
31.12.20

CC16a



Total funds

Last year

to the nearest £

to the nearest £

3,760	-
1,930	190
283	
14,724	17,976
868	1,030
1,758	4,645
742	1,293
767	885
-	940
473	41
525	576
-	16,476
-	9,756
-	-
25,830	53,808

-	-
-	-

25,830	53,808
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1,802	1,662
1,646	3,616
2,991	6,165
1,737	1,377
2,724	1,009
77	1,088
651	648
567	614
100	164
1,422	3,579
689	3,029
367	50
965	198
-	1,040
630	673
350	-
-	800
16,718	25,712

-	
-	-
16,718	25,712
9,112	28,096
-	-
28,096	-
37,208	28,096

od

Restricted funds	Endowment funds
to nearest £	to nearest £
-	-
-	-
-	-
-	-
-	-
OK	OK
Cost (optional)	Current value (optional)
-	-
-	-
Amount due (optional)	When due (optional)
-	
-	
Name	Date of approval
Brown	
Woods	



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

The City of Sheffield Rowing Club (CIO)

**On accounts for the year
ended**

31 December 2020

**Charity no
(if any)**

1182522

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 December 2020**.

**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 am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

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:

Peter Winter

Date:

28 February 2021

Name:

Peter Winter MA FCCA

**Relevant professional
qualification or body**

Chartered Certified Accountant

Address:

103 Wilkinson Street, Sheffield S10 2GJ