



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:

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