



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From: 01/01/2021 Period start date To: 31/12/2021 Period end date

Charity name: Sailability@Whitefriars

Charity registration number: 1187670

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Summary of the purposes: To provide and maintain facilities, equipment, and support for people with disabilities and long-term health issues to participate at all skill levels in the sport of sailing and other water sports activities to improve their quality of life and to promote social inclusion and equality. Nothing in the constitution shall authorise an application of the property of the CIO for any purposes which are not charitable.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Summary of the main activities: In developing and running S@W's activities the trustees have at the forefront of their aims and objectives the Charity Commission's guidance on operating the charity for the public benefit The beneficiaries of Sailability@Whitefriars (S@W) are people living with disabilities and long-term health issues with whom the charity helps them to participate at all skill levels in the sport of sailing and other water sports activities with an aim to improve their quality of life and to promote social inclusion and equality. S@W has access to the facilities, volunteer support, and boats for disabled sailing that can enable people to not only sail leisurely, but to compete on level terms with everybody else in the activity of sailing. Families achieve a lot from taking to the water and enjoying the experience and surroundings whilst learning a new skill. Sailing is a rewarding activity for people of any age with almost any disability and gives independence and well-being to the members of the public that come to S@W's sailing sessions. The success of the charity's services comes from listening to people, valuing their opinions, and providing non-judgemental support.

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Statement regarding public benefit: In developing and running S@W's activities the trustees have at the forefront of their aims and objectives the Charity Commission's guidance on operating the charity for the public benefit. S@W regularly reviews its work ensuring that the charity's aims, objectives, and all activities remain relevant to what it has stated that it will achieve. S@W evaluates its work in relation to the outcomes and benefits it produces for people for whom the charity helps.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Policy on grant making: S@W works hard to maintain its income whilst keeping charges at minimal level to the members of the public who use the charity's facilities. Therefore, apart from a relatively small amount of self-generated income, the major source of revenue is from applications for grant requests to other public bodies and private organisations. For these reasons S@W are not able to make grants to others although would readily consider a hardship request in respect of the sailing charges from someone wanting to participate in the charity's activities but could not financially do so.
Policy on social investment including program related investment	Para 1.38	Investment policy: For reasons mentioned above there are insufficient surplus funds to invest regarding obtaining any appreciable return or income. However, S@W has set up a separate Reserve Account earning a small amount of interest at the basic bank rate for savings. S@W also works to develop strategies with other organisations and has recently engaged in a three-year Sailing Disability Programme with the Barnwood Trust charity.
Contribution made by volunteers	Para 1.38	Volunteer's contribution: Apart from paying the Whitefriars Sailing Club to have a RYA qualified Chief Sailing Instructor and appropriately qualified Dinghy Instructor at all the Wednesday and Thursday sailing sessions, a huge proportion of support is given freely by volunteers to help S@W deliver its objectives. The recorded free time is estimated to be valued at £57,470 (UK Living Wage £8.91ph). S@W this year had a body of 70 volunteers of which a few attended just a single session when specifically required, and others who attended as much as 90% of the sessions (which included both training and sailing sessions). To summarise, approximately 650 person/hrs of free time was

		given during the volunteer training sessions held in March and November, plus a minimum of 5800 person/hrs during the twice weekly sailing sessions between April and October. A further addition to those recorded hours is an incalculable amount of free time given by handful of volunteers working behind the scenes on administrative and management duties to ensure the activities run smoothly, safely and that the charity is accountable in using the available resources responsibly. S@W is eternally grateful for the time and energy given by all the volunteers and paid instructors, which without their enthusiasm and expertise the organisation could not operate so effectively, and above all, safely. Whatever S@W does, and however successful the charity is at fulfilling its purpose and objectives, none of it would be possible without the community support received from local businesses, trusts, funding bodies, individual supporters, and fundraisers, and not forgetting the support of the Whitefriars Sailing Club which is vital to S@W's function and achievements.
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Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Summary of Main Achievements: As in 2020, 2021 was not the season that the charity would have planned for under normal circumstances with the continuation of the Covid 19 pandemic again restricting activities and reducing the services that could be safely offered to the more vulnerable members of the public that like to sail each week. However, with careful planning and with suitable safety measures in place, 2021 turned out to be a very busy and successful sailing season, thanks to the support from everyone involved, the Whitefriars Sailing Club plus the funding partners. S@W were so pleased to welcome back nearly all its disabled sailors and their families as well as enrolling new members and volunteers. During the year S@W was accessed by 168 individuals plus just as many carers and family members at a cost of £20,004. The Winter training programme and season planning meant S@W were well placed to offer everyone an enjoyable and positive sailing experience in the right boats with the right support over two days a week, whilst observing all the necessary health and safety guidelines that the Covid pandemic imposed. The season came to an end in November with equipment cleaned and packed away for the winter and the volunteers having completed their end of season training programmes. Volunteer training resumes in

		February 2022, ready for the new sailing season starting in April 2022. At the start of the 2021, due to the continuation of the Covid pandemic and its restrictions S@W feared that fund raising might be a problem. Fortunately, due to the number of Covid related grants secured in 2020 S@W was able to start the year with a healthy bank balance that saw the charity comfortably through the early months. In addition, most clients came back during the year, including some school groups boosting the income over the previous year in respect of annual subscriptions, and session fees. Added to this, the fund-raising team were able to secure some very sound grants enabling the charity to purchase new equipment including two much-needed additional second-hand sailing dinghies. The most encouraging development of fund raising this year was the charity's association with the Barnwood Trust and their agreement to provide the running costs for a Sailing Development Programme over the next three years. At the start of the season, the charity produced a newsletter which was followed up in August with another giving an early Autumn review of activities and achievements. At the end of the season in December a detailed Round-Up report/newsletter was produced by the Chief Sailing Instructor. Similar articles of interest have also been published on the Sailability @ Whitefriars Facebook page. It is a testament to the determination and fortitude of S@W's volunteers and clients, whilst observing Covid safety measures, that the charity has been able to run Sailability sessions this year in almost normal circumstances. S@W is optimistic that next season will benefit from all the achievements attained this year and expand the leisure services that the charity can offer people living with disabilities. Please refer to the following article in respect of a case study given by the family of their daughter who was recently diagnosed with Autism and ADHD.
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Case Study

Eliza's journey with Sailability@Whitefriars.

(Written by Eliza's mother Hannah)



Eliza (right) was diagnosed with Autism and ADHD in 2020. She manages her condition so well but does struggle with anxiety, especially in new situations.

One of Eliza's best friend's mum Emma (left) is a Sailability@Whitefriars qualified RYA dinghy instructor and asked Eliza if she wanted to come for a trial session. Eliza agreed to give it a try quietly thinking "I will never do this again and I won't like it!" However, during each session she pushed herself a little further, each time thinking she won't do any more! "I went from not knowing what to do and freaking out, to chilling whilst in control of the whole boat."

Eliza has now completed her RYA Sailability silver level certification and cannot wait to pass more levels. Eliza is in Year 6 at Ampney Crucis Primary school and Sailability has been written into her MyPlan+ so she can attend every Wednesday afternoon until the end of the season. Sailability has had a dramatically positive impact on Eliza. She feels so much calmer and proud of herself after her lesson.

Emma has been an inspiring teacher, so calm and understanding and she even got Eliza not to mind 'too much' when the boat starts tipping!

It has been so lovely to see Eliza doing something she feels so proud of, something just for her that makes her feel brave and positive and capable. We have really noticed the calming effect the water has on her. She loves being in nature and the lapping water and sound of the sails seem to ground and centre her. Sailability@Whitefriars is such a friendly club where our whole family has been so welcomed and we are sad the season is coming to an end for this year.

Thank you all so much. Al, Hannah, Eliza, and Oli

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Achievements against objectives: Not appearing to be using the Covid pandemic as an excuse, but S@W's objectives in the second year as a charity were kept minimal with the bleak outlook of commencing the year with another lockdown. Many similar Sailability groups around the country struggled to provide adequate measures to allow sailing to take place and just shut down until times were better. With an eye on the government's edicts and the RYA recommendations, S@W objective was to provide what could be done as best and as safely as it could be, given regard to the pending ongoing situation. Activities did not start well with lockdown eating into the usual early volunteer training but given the limited time available until the start of sailing in April the instructors concentrated purely on safety skills. However, the sailing season started on time in April and ran successfully until the end of October, when once again volunteer training carried on until the end of November with safety boat and dinghy sailing courses together with other associated safety training.
Performance of fundraising activities against objectives set	Para 1.41	Fundraising performance: Fund raising was a concern at the start of 2021 but with sufficient funds carried over from 2020, including the creation of a Reserves Account, the charity had achieved a sound financial start to the year. This carry-over of funds plus further grants secured during the year allowed S@W to run a full calendar of Wednesday and Thursday sailing sessions (61 in total) together with a condensed volunteer training programme either side of the sailing months. There were sufficient funds to make some capital purchases, which were not budgeted for at the very start of the year, comprising a new electric outboard motor for the Drascombe Lugger sailing dinghy, another Wayfarer dinghy plus a Hansa 2.3 dinghy (both dinghies second-hand). With safety considerations concerning the spread of Covid, a sunshade was purchased so that reception activities could be held outdoors in the open air, plus there has been the usual replacement of worn-out items such as boat covers, sails, etc., which the charity's finances adequately covered.
Investment performance against objectives	Para 1.41	Investment performance: For reasons already mentioned there are insufficient available funds to invest regarding obtaining any appreciable return or income.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Financial review: This year has been successful year in further developing S@W's financial strength and again wholly attributable to the great work and tireless efforts of the fund raisers and supporting team members sourcing cash from a variety of different external organisations. After only its second year as a charity, S@W is now in a position of financial and operational stability having developed robust relationships with a variety of funding organisations. The main point in case being the Barnwood Trust who will fund the charity over the next three years supporting what has been jointly referred to as a 'Sailing Disability Programme'. Funders during 2021 • Gloucestershire Community Foundation (Covid Emergency Fund) • Barnwood Trust (Covid Emergency Fund) • RYA / Sport England (Return to Play) • RYA / Sport England (Tackling Inequalities) • Mayfield Home Trust • Attivo Financial Planning • Tesco Community Grant • Barnwood Trust (3-year Sailing Disability Programme)
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves policy: S@W Reserves Policy is to maintain sufficient level of reserves to enable normal operating activities to continue over a period of up to four months should a shortfall in income occur considering potential risks and contingencies that may arise from time to time. As last year the charity deemed that four months would be the appropriate period for consideration with a view to possibly increasing it to six months in future years. The trustees when reviewing the risks and activities throughout the year felt that four months is more in keeping with S@W's main sailing activities which only occurs between the beginning of April until the end of October. Although volunteer training happens for two months outside this main period of activity, the running costs during this time are minimal and currently do not warrant a longer period of reserves. To make a judgement on the amount of reserve required, the trustees have considered the risks in respect of the following financial aspects: - expenditure, unrestricted income, and where appropriate restricted income and where funds can only be realised by the disposal of a fixed asset. Also taken into consideration are any external identified potential major risks to income and expenditure during the year.
Amount of reserves held	Para 1.22	£5,500 held during 2021 £8,500 held for 2022 in a separate savings account

Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Principal sources of funds: The principal source of funds for 2022 will be the healthy balance carried over from 2021 on top of which most the charity's running costs will be met by the Barnwood Trust who will fund the charity over the next three years supporting what is referred to as a 'Sailing Disability Programme'. Also, through a consortium called the Gloucestershire Funders (of which the Barnwood Trust is a member) it is anticipated that additional funding, when needed, will be available for S@W to make an application. In addition, the RYA / Sport England is another route of funding that could be sourced. Grants and donations make up 80-85% of the charity's needs, the remainder coming from subscriptions and sailing charges, which are kept to an absolute minimum.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Investment policy: Financially, for reasons already mentioned there are insufficient available funds to invest. As regards social investment, it is planned that the development of S@W's sailing for people with disabilities will continue to grow within the limits of the facilities at present. S@W is also looking at areas of possible expansion by obtaining help from other sailing clubs in the area to take on specific activities that would allow the charity to increase the level of activity with new school groups who are wanting to participate in the sailing programme. In addition, the trustees are keen to help the Barnwood Trust develop other voluntary groups in Gloucestershire by talking to them about the charity's own experiences. In addition, S@W is exploring the possible involvement with social prescribing initiatives in the local area, where feasible and consistent with the charity's aims and objectives.
A description of the principal risks facing the charity	Para 1.46	Risk Management: The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Trustees manage and mitigate risks to the charity through reviews of operations and procedures at trustee meetings held as required.

		• Finance – ongoing cashflow model and budget control with internal authorisation procedures for management of transactions. • Health and Safety – an agenda item at every meeting (trustees and committee members) to ensure compliance with regulations, and a general common-sense approach to maintaining safe practices, with specific procedures for on or near water activities. • External risk – to funding and services, strategic planning ensures relevant service development and diversifications paying heed to wider county and national strategic direction.
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Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Governing Document: The charity has a Constitution as a Charitable Incorporated Organisation whose only voting members are its charity trustees.
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Constitution: Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appointment of Trustees: 1) Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. 2) In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO. 3) Nominated Trustee a) The Whitefriars Sailing Club ("the appointing body") may appoint one charity trustee. b) Any appointment must be made at a meeting held according to the ordinary practice of the appointing body. c) Each appointment must be for a term of three years. d) The appointment will be effective from the later of: i) the date of the vacancy, and ii) the date on which the charity trustees or their secretary or clerk are informed of the appointment. e) The person appointed need not be a member of the appointing body.

		f) A trustee appointed by the appointing body has the same duty as the other charity trustees to act in the way he or she decides in good faith would be most likely to further the purposes of the CIO.
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Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Training: On appointment, trustees sign a declaration of eligibility, undertake a Disclosure & Barring Service check, and undergo training in line with safeguarding requirements. Also, checks are carried out on committee members and volunteers in line with statutory requirements. All volunteers undergo regular training in accordance with the organisations operational requirements as outlined in the S@W Operating Guide as well as RYA guided training through the Whitefriars Sailing Club's affiliation as a recognised RYA Training Centre.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Trustees and Organisational Structure S@W has a board of trustees of at least three members with a maximum of seven as defined in the Constitution. The trustees oversee the day-to-day running of the organisation through a committee of members to assist with the operational activities of the organisation and being responsible for the strategic direction of the charity and monitoring systems to ensure good governance. The trustees and committee members manage the day-to-day operation of the organisation, leading the team of regular volunteers to implement strategy and ensuring that they continue to develop their skills and working procedures to the best outcome of S@W's clients. Regular management committee meetings are held every two months. All trustees and committee members give their time voluntarily and receive no remuneration or other benefits.
Relationship with any related parties	Para 1.51	Relationship to other Parties: S@W operates at the Whitefriars Sailing Club (WSC) under written agreement. The Whitefriars Sailing Club is an official Royal Yachting Association Sailability Foundation Centre. The term 'Sailability' is the name of the RYA's national programme for people with disabilities who want to go boating regularly. S@W adhere to the RYA Safeguarding Adults Policy and Guidelines. These can be found at: https://www.rya.org.uk/about-us/rya-policies/safeguarding/Pages/hub.aspx

Reference and Administrative details

Charity name	Sailability@Whitefriars
Other name the charity uses	S@W
Registered charity number	1187670
Charity's principal address	Whitefriars Sailing Club Lake 26 Cotswold Water Park Whitefriars Lane Ashton Keynes Wiltshire SN6 6FW

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	David James Durston	Chairman		
2	Anthony John Wootley	Treasurer		
3	Jean Neale	Fund Raising Secretary		
4	Louise Caroline Rounds	Community Liaison and Sailing Coordinator		
5	Gary Morris			
6	Oliver John Wootley			
7	Les Colyer			

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A

Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A
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Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
National body for dinghy sailing and personal watercraft	Royal Yachting Association	RYA House, Ensign Way, Hamble, Hants, SO31 4YA
Bankers	Lloyds Bank Plc	PO Box1000, BX1 1LT

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

N/A

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Other optional information

None

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Anthony John Wootley	David James Durston
Position (eg Secretary, Chair, etc)	Treasurer	Chairman
Date	01/03/2022	



Section A

Independent Examiner's Report

Report to the trustees/
members of

SAILABILITY @ WHITEFRIARS

On accounts for the
year ended

31/12/2021

Charity no
(if any)

1187670

Set out on pages

1 to 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 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 (~~other than that disclosed below~~ *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Carla Thorne

Date:

01.03.22

Name:

Mrs Carla Mary Thorne

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

FCCA

Address:

PWB Accountancy Services Ltd

Halt View, 80 Chesterton Lane

Cirencester GL7 1YD

Section B

Disclosure

Only complete if the examiner needs to highlight 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.

- NONE -