



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	April	2022		31	March	2023

Section A Reference and administration details

Charity name

PORT TALBOT HARRIERS

Other names charity is known by

Registered charity number (if any) 1190791

Charity's principal address

Fenbrook Close, Baglan, Port Talbot, Neath Port Talbot

Postcode

SA12 7PA

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	Bernard Henderson	Chair		
2	Craig Williams	Secretary		
3	David Kingsland	Treasurer		
4	Liane Thomas			
5	Jane Harwood			
6	Paul Rees			
7	Christopher John			
8	Sharon David			
9	James Lowery			
10	John Davies			
11	Amy Hines		1/4/2022 – 20/2/2023	
12	Sarah Howard		14/11/22 – 31/3/2023	
13	Cathryn Williams		20/2/2023 – 31/3/2023	
14	Martin Hines		1/4/22 – 14/11/22	
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CIO Association
Trustee selection methods (eg. appointed by, elected by)	Elected by Members

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The promotion of community participation across Neath Port Talbot in healthy activities that promote well-being, in particular by the provision of facilities and support for participation in running and triathlons.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The trustees have complied with their duty to have due regard to the commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

Activity List 2022/2023

The club continued to provide a wide range of activity for its community throughout the year. Specific sessions included:

- Coached Run Sessions - Tuesday & Thursday
- Coached Pool Sessions - Tuesday & Friday
- Zwift Online Cycle Sessions – Monday
- Coached Course – 'Introduction to Swimming'
- 5K Time Trials
- Swimming Pool Time Trials

At appropriate times, the club hired the lakes at Glynneath Lakes and the reservoir at TATA Steel to provide swimming access for members. Also, Cwrt Herbert Track was hired on a regular basis to supplement road running.

We are an inclusive club and readily accept beginners into our running groups every week. This year we introduced a new initiative with a beginners swim course. We hired local swimming instructors to enable 12 members to gain enough ability and confidence to progress into the weekly swim sessions in the pool. It was a great success and we hope to repeat in 2023/24

Informal group sessions are encouraged and members frequently meet at other times to run, cycle or swim in the company of others.

The club provided opportunities for members to join organised team events. These included:

West Glamorgan Cross Country League

Gwent Cross Country League

Cosmeston Lakes Team Relay Event

Welsh Castles Team Relay

Events

After the restrictions of the pandemic we returned to organising and supporting events.

TATA Steelman Triathlon

This award winning event, which formed part of the 2022 Welsh Triathlon Championship, returned in June 2022. with 291 athletes from across the UK, including 79 club members, took on the challenge. The event was a great success with another 75 members freely volunteering their time to organise, marshal and prepare the course.

Richard Burton 10K

This wonderful community charity event continues to grow and attract runners from a wide area. This is not our event but we have partnered with the organisers of this charity for many years and once again provided over 50 volunteers to organise and marshal the event and had the largest club entry with over 100 members completing the course. Our efforts helped their charity raise £50000 to support good causes in the community.

Additional details of objectives and activities (Optional information)

The club relies on a large number of volunteers. The trustees and officers ensure the smooth running of the club and a wide range of members provide the support network necessary to manage our activities. At the heart of all we do are our dedicated and well qualified coaches who regularly give freely of their time and expertise. We continue to build our coaching team and the club, and the community, is indebted to them all.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

After the challenging period of the pandemic which saw a fall in club activities, it was rewarding to see the club membership number grow again. We also lost some volunteers, particularly coaches, during this period and we were pleased to see other members willing to undertake coaching qualifications and join our growing coaching team.

While being proud of our inclusive ethos, we encourage every athlete to be as good as they can be. We take great pride in all our members' achievements and share them in a weekly roundup newsletter. This year we excelled once again with members succeeded in a wide range of disciplines and a wide range of distances. As well as the excellent individual achievements of sometimes just completing some events, more members than ever claimed podium positions at events.

Summary of the main achievements of the charity during the year

Return to full time training without restrictions

Grown core membership

Replenished coaching volunteers

Returned to organising and supporting events

Hosted the TATA Steelman Triathlon (Welsh Championship Event)

Representation

We were delighted to see club members receive representative honours again.

Cathryn Williams represented GB at the 2022 World Aquathlon in Slovakia

Paul Bennett represented GB at the 2022 World Aquathlon in Slovakia

David Morgan represented GB at the World Long Distance Championship in Slovakia and for the European Long Distance Championships in Almere

Ian Williams represented GB at the World Long Distance Championship in Slovakia and for the European Long Distance Championships in Almere, Netherlands

Ross Hamilton represented Ireland at the European Aquabike Championships in Bilbao, Spain

Clare Phillips represented Wales in the Half Marathon against other Home Countries in Tenby.

Section E

Financial review

Brief statement of the charity's policy on reserves

The trustees have set a reserve of £25000 to cover club cores costs for two years and a safety net for event cancellation.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

BERNARD HENDERSON	
CHAIR	



Receipts and payments accounts

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For the period
from

01/04/2022

To

31/03/2023

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					
Running Events - Steelman/ Gary Vaughan 70.3/Richard Burton 10K	40,872	-	-	40,872	-
Barcelona bike ride	3,393	-	-	3,393	-
Refunded Event fees	-	-	-	-	4,805
Memberships - swimming & Welsh Athletics	18,869	-	-	18,869	17,876
Sponsorship/Donations/Raffle	2,322	-	-	2,322	6,536
Grants	400	4,660	-	5,060	14,700
100 Year Anniversary Income	1,815	-	-	1,815	861
Other Income - Brav	1,562	-	-	1,562	-
	-	-	-	-	-
Sub total (Gross income for AR)	69,233	4,660	-	73,893	44,778
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	69,233	4,660	-	73,893	44,778
A3 Payments					
Running Event Costs	26,545	-	-	26,545	6,039
Barcelona bike ride costs	3,203	-	-	3,203	-
Costs for Other income	1,364	-	-	1,364	-
100 year Anniversary	-	-	-	-	2,159
Memberships, swimming & Welsh Athletics costs	7,940	-	-	7,940	6,715
Presentation Evening expenses	3,810	-	-	3,810	-
clubhouse expenses	4,947	14	-	4,961	354
Training/coaching course	1,470	77	-	1,547	2,698
Rent	2,190	-	-	2,190	500
Insurance	909	-	-	909	757
Accountancy	1,116	-	-	1,116	738
Lake Rent	-	-	-	-	450
Equipment & Office Supplies	-	754	-	754	2,129
Website Design & Management	-	3,710	-	3,710	2,560
G B Bursary	300	-	-	300	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	53,794	4,555	-	58,349	25,099
A4 Asset and investment purchases, (see table)					
Gary Vaughan Memorial Bench	1,750	-	-	1,750	1,364
	-	-	-	-	-
Sub total	1,750	-	-	1,750	1,364
Total payments	55,544	4,555	-	60,099	26,463
Net of receipts/(payments)	13,689	105	-	13,794	18,315
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	51,965	4,174	-	56,139	37,824
Cash funds this year end	65,654	4,279	-	69,933	56,139

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	Paypal	-	-	-
	Current	65,654	4,279	-
	Deposit	-	-	-
	Total cash funds	65,654	4,279	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Clubhouse	UNRESTRICTED	-	-
	Fixtures & Fittings	UNRESTRICTED	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		BERNARD HENDERSON		

Port Talbot Harriers
Fenbrook Close
Port Talbot
SA12 7PA

James & Uzzell
Axis 15, Axis Court
Mallard Way
Riverside Business Park
Swansea Vale
Swansea, SA7 0AJ

Dear Sirs

The following representations are made on the basis of enquiries of management and staff with relevant knowledge and experience such as we consider necessary in connection with your independent examination of the charity's financial statements for the year ended 31 March 2022. These enquiries have included inspection of supporting documentation where appropriate. All representations are made to the best of our knowledge and belief.

GENERAL

1. We acknowledge that the work performed by you is substantially less in scope than an audit performed in accordance with International Standards on Auditing (UK) and that you do not express an audit opinion.
2. We confirm that the charity was entitled to exemption under section 144 of the Charities Act 2011 to the requirement to have its financial statements for the financial year ended 31 March 2022 audited.
3. We have fulfilled our responsibilities as trustees as set out in the terms of your engagement letter under the Charities Act 2011 for preparing financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), for being satisfied that they give a true and fair view and for making accurate representations to you.
4. All the transactions undertaken by the charity have been properly reflected and recorded in the accounting records.
5. All the accounting records have been made available to you for the purpose of your independent examination. We have provided you with unrestricted access to all appropriate persons within the charity, and with all other records and related information requested, including minutes of all management and trustee meetings and correspondence with The Charity Commission.
6. The financial statements are free of material misstatements, including omissions.

ASSETS AND LIABILITIES

7. The charity has satisfactory title to all assets and there are no liens or encumbrances on the charity's assets, except for those that are disclosed in the notes to the financial statements.
8. All actual liabilities, contingent liabilities and guarantees given to third parties have been recorded or disclosed as appropriate.
9. We have no plans or intentions that may materially alter the carrying value and where relevant the fair value measurements or classification of assets and liabilities reflected in the financial statements.

ACCOUNTING ESTIMATES

10. The methods, data and significant assumptions used by us in making accounting estimates and related disclosures, are appropriate to achieve recognition, measurement and disclosure that is reasonable in the context of the applicable financial reporting framework.

LEGAL CLAIMS

11. We have disclosed to you all claims in connection with litigation that have been, or are expected to be, received and such matters, as appropriate, have been properly accounted for and disclosed in the financial statements.

LAWS AND REGULATIONS

12. We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.

RELATED PARTIES

13. Related party relationships and transactions have been appropriately accounted for and disclosed in the financial statements. We have disclosed to you all relevant information concerning such relationships and transactions and are not aware of any other matters which require disclosure in order to comply with legislative and accounting standards requirements.

SUBSEQUENT EVENTS

14. All events subsequent to the date of the financial statements which require adjustment or disclosure have been properly accounted for and disclosed.

GOING CONCERN

15. We believe that the charity's financial statements should be prepared on a going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs.

GRANTS AND DONATIONS

16. All grants, donations and other income, the receipt of which is subject to specific terms or conditions, have been notified to you. There have been no breaches of terms or conditions in the application of such income.

Yours faithfully

Signed on behalf of the board of trustee:

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Date.....