

# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	April	2023		31	March	2024

## 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	01/04/2023 – 18/09/2023	
2	Bernard Henderson		18/09/2023 onwards	
3	Craig Williams	Secretary	01/04/2023 – 18/09/2023	
4	Craig Williams	Chair	18/09/2023 onwards	
5	David Kingsland	Treasurer		
6	James Lowery	Secretary	18/09/2023 onwards	
7	Liane Thomas			
8	Jane Harwood			
9	Paul Rees			
10	Christopher John			
11	Sharon David		01/04/2023 – 26/02/2024	
12	John Davies			
13	Sarah Howard			
14	Cathryn Williams			
15	Wesley Sheldon		30/10/23 onwards	
16	Carolyn Hayden		30/10/23 onwards	
17				
18				

### 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 2023/2024**

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 continued our beginners swim course. We hired local swimming instructors to enable 30 more 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 2024/25.

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**

We supported many local events including the GV 70.tri middle distance triathlon and the Festive 5 Boxing Day road race. We are very fortunate that our members can volunteer their time to help such worthy events

**Richard Burton 10K**

This wonderful community charity event continues to grow and attract runners from a wide area. We have partnered with the organisers of this charity for the 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 the charity raise £55000 to support good causes in the community.

## Additional details of objectives and activities (Optional information)

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

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

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.

**Summary of the main achievements of the charity during the year**

The club membership again surpassed 470 with more members trying triathlon for the very first time than ever before.

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 as well as country honours with Team GB and Wales.

**Summary of the main achievements of the charity during the year**

Provided coached run and swim sessions for 50 weeks of the year

Maintained diverse membership across all ages and abilities and welcomed 30 new members and saw previous members return

**Representation**

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

**Cathryn Williams, Paul Bennett & Nick Thomas** represented Team GB at the 2023 World Aquathlon in Ibiza

**Claire Walters** represented Team GB at the 2023 Cross Duathlon in Ibiza

**David Morgan & Ian Williams** represented Team GB at the World Long Distance Championship in Ibiza

**Ross Hamilton** represented Ireland at the European Aquabike Championships in Menen, Belgium

## 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.

We ran the TATA Steelman Triathlon in May and the expenses for this are within the accounts but the race entries income would have been reflected in the previous tax year as the entries opened January 1<sup>st</sup> 2023.

Last year we ran the GV 70.tri Triathlon that had to be postponed due to a storm. This incurred additional costs as rented items had to be paid for twice and a large number of competitors could not make the rescheduled date so we issued refunds.

With the announcement of over 2800 job losses at the local TATA Steel plant they have decided not to sponsor or allow any events on their land which made up two thirds of the TATA Steelman Triathlon course so we don't expect to be able to hold this event for the foreseeable future and this will be reflected in the lack of income for 2024/25.

## 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)

CRAIG WILLIAMS

Position (eg Secretary, Chair, etc)

CHAIR

Date

04/12/2024





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Port Talbot Harriers & Athletic Club

1190491

## Receipts and payments accounts

CC16a

For the period  
from

01/04/2023

To

31/03/2024

### 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 £
<b>A1 Receipts</b>					
Running Events	23,899	-	-	23,899	40,872
Barcelona bike ride	-	-	-	-	3,393
Refunded Event fees	-	-	-	-	-
Memberships - swimming & Welsh Athletics	17,963	-	-	17,963	18,869
Sponsorship/Donations/Raffle	4,100	-	-	4,100	2,322
Grants	-	-	-	-	5,060
Othr Income	100	-	-	100	1,815
Other Income - Brav Socks & Vest Income	2,811	-	-	2,811	1,562
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>48,873</b>	<b>-</b>	<b>-</b>	<b>48,873</b>	<b>73,893</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>48,873</b>	<b>-</b>	<b>-</b>	<b>48,873</b>	<b>73,893</b>
<b>A3 Payments</b>					
Running Event Costs	44,304	-	-	44,304	26,545
Barcelona bike ride costs	-	-	-	-	3,203
Costs for Other income	-	-	-	-	1,364
100 year Anniversary	-	-	-	-	-
Memberships, swimming & Welsh Athletics costs	10,185	-	-	10,185	7,940
Presentation Evening expenses	4,698	-	-	4,698	3,810
clubhouse expenses	4,818	-	-	4,818	4,961
Training/coaching course	-	1,155	-	1,155	1,547
Rent	-	-	-	-	2,190
Insurance	959	-	-	959	909
Accountancy	1,418	-	-	1,418	1,116
Lake Rent	500	-	-	500	-
Equipment & Office Supplies	159	-	-	159	754
Website Design & Management	520	-	-	520	3,710
G B Bursary	550	-	-	550	300
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>68,111</b>	<b>1,155</b>	<b>-</b>	<b>69,266</b>	<b>58,349</b>
<b>A4 Asset and investment purchases, (see table)</b>					
<b>Bike Boxes</b>	1,386	-	-	1,386	-
<b>Boards for clubhouse</b>	996	-	-	996	-
<b>Gary Vaughan Memorial bench</b>	-	-	-	-	1,750
	-	-	-	-	-
<b>Sub total</b>	<b>2,382</b>	<b>-</b>	<b>-</b>	<b>2,382</b>	<b>1,750</b>
<b>Total payments</b>	<b>70,493</b>	<b>1,155</b>	<b>-</b>	<b>71,648</b>	<b>60,099</b>
<b>Net of receipts/(payments)</b>	<b>- 21,620</b>	<b>- 1,155</b>	<b>-</b>	<b>- 22,775</b>	<b>13,794</b>
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	65,654	4,279	-	69,933	56,139
<b>Cash funds this year end</b>	<b>44,034</b>	<b>3,124</b>	<b>-</b>	<b>47,158</b>	<b>62,933</b>

CC16a Form 16a (2023)

04/12/2024



## 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 £
<b>B1 Cash funds</b>	Paypal	-	-	-
	Current	44,034	3,124	-
	Deposit	-	-	-
	<b>Total cash funds</b>	<b>44,034</b>	<b>3,124</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Clubhouse	UNRESTRICTED	-	-
	Fixtures & Fittings	UNRESTRICTED	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	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  
  
 VIDsigner code: 57E5457DEF2945529A  
 Craig Williams

Print Name  
 CRAIG WILLIAMS

Date of approval  
 04/12/2024



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
PORT TALBOT HARRIERS & ATHLETIC CLUB

**On accounts for the year  
ended**

31/03/2024

**Charity no  
(if any)**

1190491

**Set out on pages**

1 and 2 Receipts and payments Account (CC16a)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2024.

**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 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.

**Signed:** 

**Date:** 05.12.24

**Name:** Lisa Jenkins

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

FCCA

**Address:**

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

**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.**