



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period from 1 December 2023 to 30 November 2024

Charity name: Putney Bridge Canoe Club

Charity registration number: 1204998

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	"The promotion of community participation in healthy recreation for the public benefit by the provision of advice, guidance, facilities and opportunities to participate in canoeing, kayaking and other related paddlesports for which British Canoeing is the national governing body."
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	<p>Open to the Community</p> <p>Putney Bridge Canoe Club (PBCC) is a club affiliated to PaddleUK/British Canoeing and operates from Barn Elms, in the London Borough of Putney. PBCC welcomes members from all areas of Greater London. As we have minimal facilities, suitable only for storing the equipment required for our paddles, we rely on the hospitality of our neighbours, Barn Elms Boathouse and South Bank Sailing Club, providing our members with access to their changing room facilities and water supply respectively. We run our river activities from Barn Elms and hire the Janet Adegoke swimming pool (located at Bloemfontein Road, W12 7DB) to offer pool sessions once-a-week. We also occasionally hire the artificial whitewater courses at Lee Valley White Water Centre (LVWWC), to provide members with an opportunity to experience this type of kayaking in a controlled environment.</p> <p>We offer one free-of-charge Thames paddling session to Trial Members (prospective members who have been assessed at the pool and deemed ready to paddle on the Thames). These sessions are free-of-charge for PBCC members.</p> <p>Pool sessions are open to members and non-members and the charge to participants is intended to recover the costs incurred for the hire of the pool from GLL/Better. PBCC has joined forces with Chiswick Pier Canoe Club (CPCC) to</p>

		<p>ensure that pool session capacity is maximised and all lifeguarding requirements are met.</p> <p>Pool sessions are the pathway for novices to be introduced to the basic safety requirements and paddling skills required to take part in Thames paddling sessions and join PBCC, if they wish to do so. They also offer the opportunity for experienced paddlers to refresh rescue and self-rescue skills. Given the small number of facilities offering paddlesport activities within the safe environment of a pool, PBCC's pool sessions attract a significant number of paddlers from other Greater London clubs.</p> <p>Membership Numbers (see Attachment 1) Although membership tends to fluctuate year-on-year, in 2024 PBCC has maintained a healthy base in excess of 100 members.</p> <p>In order to maximise participation opportunities for members of all ages and employment status, our scheduled paddles take place both on weekdays - on Tuesday evenings, thus facilitating access for those in employment, and Wednesday mornings, which are particularly popular with retirees and freelancers - and at weekends on Saturday and Sunday mornings.</p> <p>PBCC has a significant number of members in the >46 years age group, as the club's activities are particularly well-suited to individuals in their middle years who are looking to develop new skills, enhance their physical and mental wellbeing and maintain an active lifestyle. Accordingly, membership applications from this demographic are especially encouraged.</p> <p>We welcome new members with prior experience as well as those without.</p> <p>Membership runs with the calendar year. For new members who join the club after 1 September, their initial membership period runs until the end of the following year, therefore covering a period up to 16 months.</p> <p>Activities PBCC carried out the following activities during the relevant period:-</p> <ul style="list-style-type: none"> • Thames paddles (standard and racing);
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		<ul style="list-style-type: none"> • Whitewater trips, including trips to LVWWC; • Sea kayaking trips; • Pool sessions (Janet Adegoke swimming pool). <p>Thames Paddles Paddling sessions departing from and returning to the club's base at Barn Elms took place on a regular schedule of 4 (four) sessions per week, each lasting around 3 (three) hours, of which approximately 2 (two) hours are spent on the water, with the remainder of the time spent preparing for the paddle (including allocating equipment and providing a pre-paddle briefing) and cleaning and putting the equipment back in the club's container. During the relevant period, approximately 180 paddling sessions were run on the Thames, i.e. around one session every other day, with more than half of the club members participating in one or more sessions.</p> <p>Depending on demand, PBCC also ran ad-hoc beginners' sessions, which are shorter and take place at low water, to minimise risk and ease newcomers into paddling in a moving water environment.</p> <p>Racing The small but committed Racing Group continued to operate, especially during the warmer months, under the guidance of PBCC's Racing Team Leader, who introduced existing and new club members to K1 and K2 racing boats and surfskis.</p> <p>Whitewater Trips PBCC traditionally joins the bi-annual whitewater trips to the River Dart in Devon, organised by Cherwell Canoe Club. Due to environmental constraints, these take place in the autumn/winter months. In the relevant period, two weekend trips were run, on 9-11 February and 15-17 November 2024. PBCC returned the favour by inviting Cherwell Canoe Club members to join the club's trips to LVWWC, when it hires on an exclusive basis the Centre's Legacy Course for two hours. One trip was organised in the relevant period, on 27 July 2024, which saw a good turnout. The charge to participants, as in the case of the pool sessions, is intended to cover the costs incurred by the club for the exclusive hire of the facilities, which are operated by Better on behalf of the Lee Valley Regional Park Authority.</p> <p>Sea Kayaking Trips</p>
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	<p>PBCC organised a sea kayaking trip aiming to circumnavigate Hayling Island, off the south coast of England (Hampshire), on 13 April 2024. Due to unsuitable environmental conditions, the plan was curtailed to a shorter paddle in the Langstone Harbour area.</p> <p>PBCC's plans to run more sea kayaking trips during the spring and summer months of 2024 did not come to fruition due to the unavailability on health grounds of the Sea Kayaking Trip Leader, but it is hoped that such a programme can be developed in future years.</p> <p>Pool Sessions As explained above, PBCC offers access to its pool sessions, which are held every Wednesday evening from 20:00 to 21:00 at the Janet Adegoke pool in White City, to both members and non-members.</p> <p>During these sessions, novices are introduced to the basic safety and paddling skills required to take part in Thames paddling sessions, as it is not deemed appropriate to permit beginners to paddle on the tidal section of the Thames without any prior introduction to basic paddling techniques, making a wet exit from a capsized boat and re-entry after a capsize.</p> <p>Leaders PBCC is continuing to develop the skills of its Trip Leaders and plans to increase their number, encouraging members to undertake the pathway of PaddleUK/British Canoeing's awards and qualifications, both on a personal basis and with the club's support.</p> <p>We are working on the development of a training programme for Trip Leaders to ensure compliance with PaddleUK/British Canoeing's Standards for Deployment.</p> <p>Welfare Officer The Welfare Officer (WO) provides advice regarding safeguarding and protecting adults at risk and children, promoting good practice and co-ordinating action within the club following receipt of any concerns or referrals.</p> <p>The principal focuses of the role are ensuring all policies and codes of conduct are up-to-date, and any changes in national legislation and guidelines from PaddleUK/British Canoeing are accessible to the club's Trustees, Officers, Trip</p>
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		<p>Leaders, Volunteers and members, to ensure the safety and welfare of everyone involved in the club's activities, as well as to comply with legislative requirements and PaddleUK/British Canoeing's Standards of Deployment.</p> <p>Progress against action plan targets (Safeguarding and Health & Safety):-</p> <ul style="list-style-type: none"> • Safeguarding training: all Trustees/Committee members and Trip Leaders have completed the necessary courses to be compliant. • PBCC has put in place the following Policies: Code of Conduct; Safeguarding Policy; Health and Safety Policy Statement (all made available, together with the Constitution, to all club members) and is finalising a Financial Policy and Guidance (soon to be ratified by the Trustees, but with its principles already being implemented). • PBCC has also carried out a revision of its 2023 General Risk Assessment to take into consideration comments received from PaddleUK/British Canoeing and the second edition of the Port of London Authority's Tideway Code (2024). PBCC will continue to review and revise said Risk Assessment every 12 months, or whenever there is a significant change to the Tideway Code, or a material incident occurs. The General Risk Assessment is also distributed to all club members. <p>Liaison with other Clubs in the Area PBCC continued to develop its long-established links with CPCC and Battersea Canoe Club.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>The Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and, in particular, the promotion of health and wellbeing through the pursuit of paddlesport activities in central London. PBCC offers the opportunity to anyone living in Greater London, with or without prior experience, to participate in frequent and regular paddling activities at minimal cost. However, the club may impose an upper limit on the number of participants in a given activity, to ensure that their safety and well-being is prioritised.</p> <p>The main activities, as described above, are:-</p>

		<ul style="list-style-type: none"> • 4 (four) standard Thames paddling sessions per week throughout the year, free-of-charge to members (all necessary equipment, including boat, paddle, BA and spraydeck are provided by the club); • 1 (one) Thames paddling session, free-of-charge, for Trial Members (all necessary equipment, including boat, paddle, BA and spraydeck are provided by the club); • numerous racing sessions every week, arranged by the Racing Team Leader, free-of-charge to members (all necessary equipment, including boat, paddle and BA are provided by the club); • 1 (one) pool session each week throughout the year, open to members and non-members (all necessary equipment, including boat, paddle and spraydeck are provided by the club); the charge to participants is only intended to recover cost of pool hire; • The club continues to develop links with other kayaking clubs, to offer members further opportunities to engage in various paddlesport disciplines and extend their interest, range and skills. <p>The activities offered by PBCC have a beneficial impact on the health and well-being of the participants, regardless of their ages and abilities, and foster social interaction.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant-making	Para 1.38	PBCC does not offer grants to individuals or other organisations, but does make a material contribution towards the cost of training of Trustees/Committee Members, club Officials and Trip Leaders, with a view to achieving compliance with regulatory requirements, PaddleUK/British Canoeing's Standards of Deployment and to promote good governance and best practice in the management of the club's resources. The Club may occasionally reimburse training costs, fully or partially, for long-standing, experienced club members.
Policy on social investment including program related investment	Para 1.38	<p>PBCC uses all of its funds to:-</p> <ul style="list-style-type: none"> • run its activities for the benefit of its members, maintain and upgrade its equipment to ensure that its activities are carried out safely, and

		<p>to minimise risk, so far as is practicable;</p> <ul style="list-style-type: none"> • to support the training of its Trustees/Committee Members, club Officers, Trip Leaders and volunteering members; • and for the administration and management of the CIO.
Contribution made by volunteers	Para 1.38	All the Trustees/Committee Members, Officers and Trip Leaders and all the club members who volunteer their time and skills to the Club, do so freely and at no cost to PBCC, which enables the club to provide its activities for a competitive annual membership fee.
Other		The Trustees wish to recognise the invaluable voluntary contribution of all those who support PBCC's activities and help to promote the charitable objectives of the club, including the club Officers, Trip Leaders and members that, from time-to-time, provide help and assistance in various forms and capacities.

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	<p>For many years PBCC provided regular and frequent kayaking opportunities on the Thames in central and west London and in the controlled environment of a swimming pool, while operating as an unincorporated association. In addition, the club organised trips to whitewater rivers and seaside locations to expand members' access to multiple disciplines, such as whitewater and sea kayaking and kayak surfing.</p> <p>After careful consideration in 2022 and at the beginning of 2023, the General Committee's recommendation that PBCC apply for registration as a Charitable Incorporated Association ("CIO") with the Charity Commission ("CC") was voted on and ratified by club members at an Extraordinary General Meeting held on 2 February 2023. The principal driver for the application was to ensure the club has appropriate governance and management, so that the mission of providing affordable and accessible participation to paddlesports in the London area could be continued and developed.</p> <p>In order to achieve CC accreditation, the three trustees-elect tailored the CC's association constitution template and produced an appropriate constitution, Code of Conduct and Safeguarding Policy.</p> <p>Following registration, the Trustees have continued to develop governance measures,</p>

		<p>procedures and guidelines, which are distributed to all club members, as required.</p> <p>Please also refer to Summary of Main Activities above.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Attached are copies of PBCC's unaudited end-of-year accounts for the relevant period, Balance Sheet (Attachment 2) and P&L Statement (Attachment 3).
Performance of fundraising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The CIO's bank balance was £ 14,844.56 at the beginning of the relevant period (1 December 2023) and £ 15,784.08 at the end of the relevant period (30 November 2024), with an excess of income over expenditure of £939.52.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Whilst PBCC is yet to formalise a "Reserves Policy" and budgetary procedure, a "Financial Policy and Guidance" is being finalised to ensure adequate governance and control of financial transactions, including the requirement for dual authorisation for non-standard payments that exceed £50 (fifty pounds). In addition, PBCC's bank balance, which has been carried over from the time when the club operated as unincorporated association, represents a safeguard against delay or loss of income, unforeseen costs

		and to finance future growth and development.
Amount of reserves held	Para 1.22	None
Reasons for holding zero reserves	Para 1.22	The Club operates with the funds that are available and continues to operate with a positive bank balance.
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	N/A

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	<p>The CIO relies on membership subscriptions as its main source of funds.</p> <p>Minor and occasional sources of income may be derived from the sale of surplus equipment and/or of donated items.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	<p>The principal risk facing the charity is the loss of equipment, in particular boats, due to their high replacement cost.</p> <p>The PaddleUK/British Canoeing insurance policy, which derives from being an affiliated club, only covers Public Liability (for bodily injury and damage to third party property), Professional Indemnity (for claims made against the club which allege that a third party has suffered an injury or financial loss caused by negligent acts, errors or omissions during coaching activities), Directors & Officers (Protection for committee members and club officers against claims arising from their decisions or actions whilst managing the organisation), Employers Liability (not relevant, as the club does not have any employees) and Abuse.</p> <p>In the future PBCC intends to evaluate the cost of procuring insurance (e.g. against theft or vandalism) to cover its equipment.</p>
Other		<p>PBCC is a CIO, which was registered with the Charity Commission on 2 October 2023 with charity number 1204998.</p> <p>The initial trustees, as appointed by member vote at the Extraordinary General Meeting held on 2 February 2023, were Paola Bernoni, Jonathan Fidler and Olwen Ross.</p>

		PBCC commenced its operations as a CIO on 1 December 2023, following the Annual General Meeting ("AGM") held on 28 November 2023, with its first financial year running from 1 December 2023 to 30 November 2024, covered by the present Trustees' Annual Report (TAR).
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Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution (with voting members other than its charity trustees: "Association" model).
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation ("CIO").
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	Appointed by election by the members of the CIO at the Annual General Meeting ("AGM").

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	The induction process for new Trustees requires them to be briefed by the existing Trustees on the CIO's organisational framework and their responsibilities, and to be provided with the relevant documentation, including the governing document (Constitution) and a copy of the CIO's latest Trustees' Annual Report ("TAR") and statement of accounts. The Trustees will also provide any relevant policy, procedure, guidance, assessment and similar document relating to the management of the CIO, in addition to a copy of the Charity Commission's guidance 'The Essential Trustee: what you need to know and what you need to do'.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The CIO's organisational structure is composed of the current 7 (seven) Trustees (the General Committee) who manage the club's day-to-day administration and activities with the support of a number of Officers and Trip Leaders.</p> <p>General Committee (i.e. Trustees) The General Committee members' specific roles are listed below:-</p> <ul style="list-style-type: none"> • Chairperson and PaddleUK/British Canoeing Liaison; • Secretary;

		<ul style="list-style-type: none"> • Treasurer, Membership Secretary and Women's Representative; • Thames Health & Safety Officer and Leader, PLA Liaison; • Racing Leader; • Welfare and Training Officer. <p>Officers:-</p> <ul style="list-style-type: none"> • Equipment Officer; • Pool Officer and Whitewater Trip Leader; • Battersea Canoe Club and South Bank Sailing Club Liaison Officer; • Thames Leaders. <p>The Trustees generally hold 4 (four) quarterly meetings per year, to discuss and make decisions on the club's strategy, current and future plans and to make sure that the club's objectives and activities on which the Club's income is spent are being met as a CIO. Officers or other invitees for specific agenda items are invited to attend, as necessary. Additional committee meetings and sub-committee meetings are arranged as circumstances require.</p>
Relationship with any related parties	Para 1.51	<p>PBCC Trip Leaders operate under the rules and governance of PaddleUK/British Canoeing's Standards for Deployment. Trustees ensure that, in their capacity as Trustees and Committee Members, club Officers and Trip Leaders attend regular update seminars and training events.</p>
Other		

Reference and Administrative details

Charity name	Putney Bridge Canoe Club
Other name the charity uses	PBCC
Registered charity number	1204998
Charity's principal address	<p>Registered Address:</p> <p>Suite RA01 195-197 Wood Street London E17 3NU</p> <p>Operational Address:</p> <p>The Green Container, Behind Barn Elms Boathouse Barn Elms Sports Centre Queen Elizabeth Walk, Barnes London SW13 0DG</p>

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	Fiona Ritchie	Chair		AGM
2	Paola Bernoni	Secretary		AGM
3	Anna Ruth Ryten Hammond	Treasurer (from 28/06/2024)		AGM
4	Jonathan Fidler	Thames Health & Safety Officer		AGM
5	Stephen Hargrave	Racing Team Leader		AGM
6	Connor Lennon	Welfare and Training Officer		AGM
7	Suki Siewkian Tan			AGM
8	David Creasy	Treasurer (from 30/01/2024 to 28/06/2024)	1/12/2023 - 28/06/2024	AGM
9	Olwen Ross	Treasurer (until 30/01/2024)	02/10/2023-30/01/2024	AGM
10	Simon Moses	Equipment Officer	01/12/2023-01/02/2024	AGM

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

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
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

Additional information (optional)

Type of adviser	Name	Address
None		

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

None

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Other optional information

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) Paola BERNONI

Position (eg Secretary, Secretary
Chair, etc)

Date

24 September 2025

Created: 05 January 2025
From Date: 01 December 2023
To Date: 30 November 2024

PUTNEY BRIDGE CANOE CLUB
Profit & Loss Statement
(All values reported in GBP)

Turnover

4010	Adult Membership Renewal	2,925.00
4011	Family Membership Renewal	227.50
4012	Associate Membership Renewal	50.00
4013	New Adult Membership	1,250.00
4016	Pool - member	1,780.00
4017	Pool - non member	1,894.00
4018	Pool - cash	75.00
4019	Pool - payments from Chiswick Pier CC	1,865.00
4022	Misc gifts to club	28.00
4024	Social Event - member payment	236.23
4030	Lee Valley	785.00
4035	Hire of club boats and kit	413.00
4201	Sale of club boats	600.00
4313	Stripe New Adult membership	196.10
4324	Stripe social event member payment	80.30

Total Turnover 12,405.13

Less Cost of Sales

5010	Pool Hire	(6,250.00)
5011	LV Hire	(400.00)
5012	Boat purchase	(600.00)
5016	Miscellaneous kit - paddles, BAs, decks	(879.70)

Total Cost of sales (8,129.70)

Gross Profit 4,275.43

Less Expenses

6003	British Canoeing	(297.20)
7020	Gifts to committee leavers	(479.05)
7150	Container Rental	(864.00)
7507	Membermojo membership s/w	(95.00)
7800	Repairs and Renewals	(160.00)
8203	Training Costs	(1,192.05)
8211	Social Events	(200.63)
8212	Office address subscription	(47.98)

Total Expenses (3,335.91)

Profit Before Tax 939.52

Created: 05 January 2025
From Date: 01 December 2023
To Date: 30 November 2024

PUTNEY BRIDGE CANOE CLUB
Balance Sheet
(All values reported in GBP)

Fixed Assets		Total Fixed Assets	0.00
Current Assets			
1200	Current Account		15,784.08
		Total Current Assets	15,784.08
Current Liabilities			
		Total Current Liabilities	0.00
		NET Current Assets	15,784.08
		Total Assets less Current Liabilities	15,784.08
Capital and Reserves			
	P&L Account		939.52
3101	Retained Profit & Undistributed Reserves		14,844.56
		Total Capital and Reserves	15,784.08

PBCC Membership Year 2024

Age min	Age max	Female	Male	Total	% by age
>=0	<=13	0	0	0	0%
>=14	<=18	1	4	5	4%
>=19	<=25	3	3	6	5%
>=26	<=45	7	21	28	25%
>=46	<=100	22	53	75	66%
TOTAL		33	81	114	100%