



THE BRITISH COMMONWEALTH RIFLE CLUB

CLUB ROW, BISLEY CAMP, BROOKWOOD, SURREY GU24 0NY

REGISTERED CHARITY NO: 216504

Trustees' Annual Report and Accounts

1st January 2021 to 31st December 2021

The British Commonwealth Rifle Club (Charity No: 216504)

Objectives and Activities

The objects of the Club are to promote interest and skill in rifle shooting within the Commonwealth, including by assisting teams and individuals from the Commonwealth competing at prize meetings of the National Rifle Association and the National Small-bore Rifle Association, the better to enable them to take part when required in the defence of their Countries and the Commonwealth.

Main Activities

In typical years the Club holds various events:

- A two-day annual prize meeting in early July which generates most of the Club's surplus for the year.
- A team match in mid-July where club teams compete against teams from the various visiting Commonwealth countries.
- A Club Championship and other trophies which are based on scores made in the National Rifle Association's Imperial Meeting.
- A reception to welcome all our overseas visitors during the National Rifle Association's Imperial Meeting.

These events are timed to give our Commonwealth visitors the opportunity for appropriate 'warm-up' practice before the start of the National Rifle Association's Imperial Meeting.

The Club house is made available to our visitors from the Commonwealth to use as a base and to provide secure equipment storage.

2021 saw a gradual return to 'normal' for us domestically – events in the shooting calendar returned to their usual dates, but social distancing requirements reminded us that we were still in a pandemic. International travel was still limited and meant that the Club could only welcome a few visitors from across the Channel. Although the Club house was open to members, the kitchen remained closed.

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The events we organise are all focused on our Commonwealth visitors, directly: by providing opportunities for competition to aid performance, or indirectly: by raising funds to provide that support.

Grants & Grant Policy

The charity has not previously made grants and has no current plans to do so.

Contributions made by Volunteers

The Club is run entirely by volunteers and would like to thank all those who give their time on behalf of the Club's activities as it is recognised that it could not function without their support. Whilst every contribution is important, it would be wrong not to recognise that of David Rose for his immense efforts (yet again) for promoting and organising the Prize Meeting.

Achievements and Performance

Summary of Main Achievements

The Club's Open Prize Meeting took place as normal. There was a strong appetite for getting back out onto the ranges – the entries sold out within 12 hours. Approximately 180 competitors enjoyed a highly successful prize meeting. Yet again, this was the premier Club event outside the National Rifle Association's Imperial Meeting and provided a valuable warm-up for that event.

Sadly, there were very few competitors from overseas due to travel restrictions. This also impacted attendance for our usual Overseas Teams match (hosted by the Club to provide our overseas visitors with valuable match practice in preparation for the international matches during the Imperial meeting), as such it was limited to domestic teams only.

Achievements against main objectives

As planned, discussions regarding the lease renewal are ongoing. We are pursuing a strategy of retaining the Club house; our assumption is that the annual lease costs will increase. We have issued a licence for regular usage of the building to a third party and continue to seek other groups from within the shooting community. We are mindful that any third-party usage should not impact the Club's own activities and are setting limitations accordingly within any usage agreement.

The building repair work identified is well under way. The major external work has been completed – replacement of the corrugated steel roof and supporting timbers, removal of the chimney, and remediation of drain issues. As planned, internal works have been underway – the main room was redecorated, and some remedial electrical work completed. Until we have a much clearer view on the lease renewal, we have taken the decision not to do any work on the kitchen and this will remain closed through 2023.

Performance of fundraising activities against objectives set

The Charity does not explicitly run fundraising activities. It does turn a modest excess of income over expenditure from the annual prize meeting, although overall entries were back to a normal level, the social distancing protocols in place that meant the surplus was still smaller than in 2019.

Investment performance against objectives

The Club does not have substantial funds. The club funds are held in a COIF account and our bank account.

Financial Review

Review of the charity's financial position at the end of the period

Income from the annual prize meeting was reduced due to social distancing protocols required, but income from third party usage of the club was increased. The activities generate an appropriate level of surplus over expenditure that allow the Club to fulfil its charitable objectives and maintain an appropriate level of reserves. As expected, the expenditure on building works this year has resulted in a reduction of reserves

Policy and Justification for holding reserves

Reserves need to be maintained to protect against reduced entries or surplus from the Open Prize Meeting as annual subscription income does not cover the full running costs of the Club. This revenue is not guaranteed and can be impacted by many external factors outside the Club's control (e.g. COVID-19).

Building maintenance and dilapidation costs are also unpredictable (as winter storms have proved previously), so adequate reserves need to be maintained to perform immediate emergency repairs as well as longer term reparations.

The Club house is leased on a 21 year full repairing basis which ends in late December 2024 and requires that the building is brought back to a similar state to the start of the lease. The professional survey we commissioned has revealed that extensive work is required to achieve this. Consequently, the Club's revenue streams are being managed appropriately to ensure that the Club can continue to meet those repair costs out of the reserves rather than having to put out an emergency call for donations or increase subscriptions significantly.

Reserves held

£26,785

Principal Sources of Funds

- The annual Open prize meeting is the primary source of income and contributed a slight increase in surplus of £5,349 this year.
- Building hire to 3rd parties was significantly increased, generating £2,234.
- Annual membership subscription income of £1,824 was up from 2020 (as membership is a condition of entry there is a correlation between subscription levels and entries to the Open prize meeting).
- Donations tend to vary year on year, with 2021 (£777) double that of 2020.
- Overall income was up by £9,992 compared to 2020 (excluding the grant from Guildford Borough Council of £10,000 in 2020), but there was net deficit of £13,235 this year due to building works expenditure.

Investment Policy and Objectives

The Club has a cautious attitude to investment both to protect and provide timely access to reserves.

Principal Risks facing the Charity

The Club house is leased on a 21 year full repairing basis which ends in late December 2024 and, on the basis that some repairs to the building will be required whether we renew the lease or not (due to the combined impact of storms and building construction), the trustees have decided that early action gives us the best chance to manage this and mitigate any issues arising.

A working group has been formed that is in ongoing discussion with our landlord (the National Rifle Association) regarding options for renewal or another approach. Although these are at an early stage, both parties have a broadly similar vision and are mindful that a win-win is the most desirable outcome

Structure, Governance and Management

Description of charity's trusts:

The charity is constituted as an unincorporated association and is governed by its rules which were amended in 2020 at the Annual General Meeting.

Trustee Selection Methods

The number of Club officials, committee and trustees, their respective roles and any conditions regarding election and tenure are set out in the Club constitution (which may only be changed at a General Meeting of the members).

Fundamentally, no-one has the right to appoint any of the charity trustees – all members of the committee are elected annually by the membership for limited terms and those elected become the charity trustees.

The Club rules regarding officials are as shown below:

Officials and Committee

Officials

18.

(a) The officials of the Club shall consist of a Patron, President, Vice-Presidents not exceeding 20 in number, a Captain, Vice-Captain, Honorary Secretary, and Honorary Treasurer.

(b) The Committee shall have power to invite any person to accept office as Patron of the Club for such period as the Committee see fit.

(c) The President, Vice-Presidents, Captain, Honorary Secretary, Honorary Treasurer and Honorary Independent

Examiner shall retire at each Annual General Meeting and shall be eligible for re-election.

(d) The Vice-Captain shall be appointed by the Captain from amongst the members of the Committee.

(e) No official (other than the Patron, President and Vice-Presidents) shall be eligible for election or appointment to the same office for more than three successive years.

19.

Vice-Presidents shall, while holding that office, be exempted from payment of the annual subscription.

Committee

20.

The Committee shall consist of the Captain, Honorary Secretary, Honorary Treasurer and eight members of the Club elected at the Annual General Meeting. The officials and members of the Committee shall take office on the 1st January in the year after their election and retire on the ensuing 31st December.

None of the eight members of the Club elected to the Committee shall be eligible to be re-elected as an ordinary member of the Committee for more than three successive years.

Election of officials, Etc.

21.

(a) Nominations to the offices of Captain, Honorary Secretary and Honorary Treasurer and to the Committee shall be notified to the Honorary Secretary not later than noon of the third day before that appointed for the Annual General Meeting. Any member may propose himself for a specified office by notifying the Honorary Secretary that he is willing to serve if elected. As soon as possible after the closing of nominations, the Honorary Secretary shall post a list of the names of the members proposed for the various offices and in any case where the number proposed exceeds the vacancies a ballot will be taken at the Annual General Meeting.

(b) Any member desiring to propose for election as President, Vice-President or Honorary Independent Examiner any person other than the retiring holder of each office respectively shall give notice as aforesaid to the Honorary Secretary.

Otherwise notice shall not be required for elections to the offices of President, Vice-President or Honorary Independent Examiner.

Policies and procedures adopted for the induction and training of trustees

The Charity Commission's own trustee guidance is used as the starting point, with further reference to the guidance and best practice information available from organisations such as the NRA or NCVO.

Peer support is provided by the other trustees (of whom approximately half are also current or former trustees of other charities).

The charity's organisational structure and any wider network with which the charity works

The committee are the Trustees. The Club is affiliated to the National Rifle Association. The Club has links to rifle shooting governing bodies throughout the Commonwealth with vice presidents of the club appointed (by members vote at the AGM) from all relevant Commonwealth countries.

Relationships with related parties

The National Rifle Association is the Club's landlord.

Reference and Administrative details

Charity name	British Commonwealth Rifle Club
Registered charity number	216504
Charity's principal address	The British Commonwealth Rifle Club, Bisley Camp, Brookwood, Woking, Surrey GU24 0NY

Name 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	Simon Belither	Captain		
2	John Warburton	Vice-Captain		
3	Stephen Penrose	Secretary		
4	William Steward	Treasurer		
5	Henry Awin	Committee member		
6	Sarah Bunch	Committee member		
7	Seth Dowley	Committee member		
8	James Watson	Committee member		
9	David Rose	Committee member		

Name of trustees holding title to property belonging to the charity

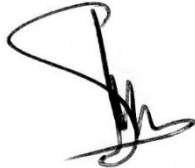
Trustee name	Dates acted if not for whole year
CM Brooks	
GMLN Gilpin	

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)

Simon Belither

James Watson

Position

Club Captain/Chairman of Trustees

Date

22nd October 2022

22nd October 2022

The British Commonwealth Rifle Club

Income & expenditure for the year ended 31st December 2021

Income	2021	2020
Competitions – Income	35,740	28,218
Subscriptions Collected	1,824	1,785
Locker Rents	30	25
Interest received	1	26
Facilities and teas income	2,234	475
Other income	240	10,000
Donations		
- Building Maintenance Fund	757	305
- Hospitality Fund	20	20
- Total donations	777	325
Ammunition sale	-	-
Total income	40,846	40,854
Expenditure		
Competitions – expense	30,391	22,976
Catering	-	-
Rent, Services, Insurance, etc	4,022	4,014
Upkeep of Clubhouse and Garden	18,824	5,506
Affiliation Fees	381	354
Administration and Sundries	463	-
Total expenditure	54,081	32,850
Surplus / (deficit)	(13,235)	8,004
<u>Distributed between</u>		
Surplus / (deficit) in the General Reserve Fund	(10,188)	3,184
Transfer to / (from) the Building Maintenance Fund	(3,067)	4,800
Transfer to / (from) the Hospitality Fund	20	20
Transfer to / (from) the Milton Tucker Memorial Fund	-	-
Total transfers to club funds	(13,235)	8,004

The British Commonwealth Rifle Club is registered with the Charity Commission as a charity under the Charities Act 2011, with registration number 216504.

Report of the Independent Examiner:

I have been presented with accounting records for the Charity and I am satisfied that these accounts have been prepared from them.

There are no matters arising therefrom which I wish to bring to the attention of the membership.

Paul AE Charlton, Hon.Independent Examiner, , 2022

Balance sheet

Assets	31st December 2021	31st December 2020
Cash at bank and in hand:		
- Charity Deposit Account	9,740	9,739
- Other bank accounts	10,429	24,402
- Cash in hand	564	364
- Total cash	20,733	34,505
Prepayments and Accrued income	2,723	3,812
Debtors	938	-
Stock	2,517	2,226
Total assets	26,910	40,542
Liabilities		
Accounts payable / creditors	(125)	(522)
Accruals	-	-
Net assets	26,785	40,021
<u>Distributed between</u>		
General Reserve Fund brought forward	30,520	27,335
General Reserve Fund surplus/deficit for the year	4,812	3,184
General Reserves transferred to Building Maintenance Fund	- 15,000	
General Reserve Fund	20,332	30,520
Building Maintenance Fund brought forward	8,824	
Building Maintenance Fund surplus/deficit for the year	- 18,067	
General Reserves transferred to Building Maintenance Fund	15,000	
Building Maintenance Fund	5,757	8,824
The Doug Cornish Prize Fund	100	100
Hospitality Fund	150	130
Milton Tucker Memorial Fund	124	124
Freddie Payne Memorial Fund	142	142
Life Members Fund	180	180
Total of club funds	26,785	40,020

(0)

(0)