

**DOVER LIFE
GUARD CLUB**
FOUNDED 1935



**DOVER
SWIMMING
CLUB**
FOUNDED 1886

**Registered Charity
Number
270111**

www.doverlifeguard.org.uk

AFFILIATED TO: R.L.S.S., L.G.C., Swim England South East Region, E.I.A.S.A., K.P.F.A., Kent Youth Service and Dover District Sports Council

Chairman's Report 2021/22

It's been another challenging year where we have faced different challenges to the previous one. Covid has settled down and as a club we have been able to resume a more normal way of operating. Our swimmers have been able to enjoy a more consistent training period and our volunteers and workforce have resumed a less stringent way of working. The future of pools across the country have been in question with the enormous hike in heating prices, something we are likely to see and feel over the coming year. Our pool provider has continued to be supportive, and our relationships have grown, with more swimmers being recommended from them to join the club and our sessions. Each discipline across the club as we know it now has grown and seen new members join.

A highlight of my year was the Jubilee cup where all sections of the club came together for a fun gala. Organized and led by Tracy it was a fun, exciting and a fast paced night that was inclusive of every member of our swimming community. Volunteers from masters and other areas came together to ensure that everyone had a great, fun night to remember, and I look forward to a repeat next year!!

The exec team surrounding me have been amazing, they have questioned and challenged when needed and supported and encouraged more than I could ever ask! We have had a great workforce that have all pulled together, the coaches on the ground, the volunteers, and the parents. Our workforce has grown both those that you see poolside and also those behind the scenes who without we would not be able to function so thank you to everyone!

One of the biggest challenges we have faced this year continue to be our finances, income has been more stable and has started to grow but our costs have mirrored this. Going forward a need to hold more fundraising events, increase our income from our own galas and make all sessions cost effective.

So what have we been up to?

- **Competitive Squad:** An exciting year with many competitions at all levels with lots of new swimmers experiencing galas and competition for the first time. Whilst our more experienced swimmers have continued to grow and achieve some fantastic results. We have had swimmers represent the club at Kents, Regionals and Nationals. At East Invicta we fielded a team in all events with some amazing performances. We turn now to look at Kent Champ's 2023, with an increased number looking to currently have consideration and automatic times across all ages.
- **Learn To Race:** Led and trained by Tracy Anstis and her support team Learn to Race section has grown immensely again in numbers and strength, finishing again this year at full capacity and trials and queries still coming in! The growth and nurturing of this section has been through amazing dedication and team work by Tracy and her team who have spent untold amount of hours developing these sections.

- **Masters:** Has grown in strength and numbers, sessions were reviewed, and additional hours added. As with our competitive squad we have had representation at Kents, regionals and Nationals, with a winner in age group at Nationals! The growth will continue into 2023 encouraging Junior to transfer across to masters and continue the skills they have gained.
- **Membership:** Our membership has increased throughout the year across all sections of the club.
- **Media:** We continue to see extended coverage in our local press and social media from all disciplines, this is really helping to promote and celebrate the great work and team we have as a club.
- **Executive Committee/Trustees:** I would like to thank the Executive Committee and Board of Trustees for their support and guidance over the past year, we are all volunteers from different walks of life and the commitment and time spent on work for the club does not go unnoticed, you have made what has been a challenging year a successful one that we can celebrate!

In Summary....

I am sad to say that I will be stepping down as chairwomen after two years, it has been an amazing experience supporting in this role, however as with all volunteers we have paid jobs and challenges away from the pool and I just don't have as much time to dedicate to the role as I would like. I will continue to be involved and support wherever I can and will watch the swimmers grow with the same pride that I do now!! I, as I said last year am so proud of what we achieve and there has been more than one occasion when I have become overwhelmed by the smile and delight on a swimmer's face as they have achieved something! Swimming is not an easy sport for either the swimmers, supporters, coaches or any one involved and we may not always get it right, but we are a team!

Reflecting on the last year, it's been a challenge, I have had ups and downs as the Chair. There have been some hard decisions to make and some uncomfortable moments as we have had to do the right thing for the club and all swimmers, but I would do it a thousand times over!

Thank you all for your support!

Lou

Lou Goldup
Chairwoman – DLGC Executive Committee

Presidents Report 2022

It has been a privilege to serve Dover Life Guard Club for another year. I have been a member of this fantastic club since I was 2 years old and have seen many changes throughout the years. DLGC is run by a fantastic group of volunteers, without whom the smooth running of this successful club would not happen. I would like to take this opportunity to thank them for their time and efforts to make the club what it is.

As the club continues to return to strength and back to normal after a strange few years, we have had to continually adapt to new ways of doing things. We are continue to grow in numbers from our Learn to Race through our squads and into our Masters. There is a wealth of knowledge and expertise throughout the club and many new faces are volunteering in many roles, without which the club and galas would not be able function. As the swimming world continues to reopen, more chances for galas have been had and the club has enjoyed many successes along the way, from development galas to National championships and team events to in-house fun galas such as the Jubilee Cup that involved all sections of the club.

It is great to see so many swimmers enjoying their sport and learning great life skills along the way. We were fortunate enough to run the Boxing Day Dip again in December 2021 and it was great to see so many participants back throwing themselves into the cold water! I would like to thank all those that volunteered and gave up their time on Boxing Day to help run the dip, from the volunteers on the signing in table and giving out the well deserved badges, to the lifeguards that ensure everyones safety. Also to all those in the run up that made sure the volunteers and necessary paperwork was in place so that the dip could go ahead. Thank you all. Swimming is such an important life skill to learn and you are never too old to learn to swim. We are lucky to be a part of a fantastic swimming club, with so much history behind it, which is successful in many areas not just competitive swimming, we have a wealth of knowledge within the club to support all our members. Finally, I look forward to the coming year and all the exciting prospects that it will bring to the club, I'm sure we will continue to thrive and support all our members from the very young to the young at heart with their goals and dreams for the future.

Kaira Redman DLGC President 2022

Competition Report 2022

This is my fourth year as Competition Secretary and my last year in this role so the time has come to reflect on my role and the last year of competition. I have massively enjoyed the challenge of this role of organising our home open galas, club champs, competition calendar, other open galas, team events and long course training opportunities, I thank you all for your support during this time and wish my successor all the best in continuing to do this role for our swimmers.

Our year started with a successful home competition of Icebreakers which gave many swimmers an opportunity to compete in our home pool and an opportunity to obtain county and regional qualifying times.

We had a large team of swimmers entering Kent County Championships with the distance events being hosted at Dover pool which gave some home pool advantage to our swimmers that they grabbed onto with some fabulous results. We had 18 swimmers qualify and had 8 swimmers getting at least one Kent Medal. We then had 9 of these swimmers qualify for the South East Regionals and special mention to our two finalists Emily-Rose Evans and Ed Williams for outstanding performances.

Club Champs 2022 was a huge success with more swimmers than ever taking part from all facets of the Club and having a go at many races which was great to see. This took place over two weekends and a couple of distance mornings with a great atmosphere poolside and on the balcony supporting the swimmers. It was also lovely to offer the City of Canterbury Swim Club the opportunity to take part and help a smaller Club get some competition. This is always the highlight of my year.

During the Summer we took a mixed ability team to Faversham for the fun outdoor gala. This was so much fun and all the swimmers had a fabulous time. This finished with a burger from the BBQ for all the swimmers and a first place against 5 local swimming teams.

I am super proud that we had Tommy Goldup qualify for Nationals this year. This is a massive achievement and testament to Tommy's hard work and dedication. During the event Tommy achieved a personal best time 27.59 and only missed out on the final by one place. Well done Tommy!

We are also competing at the National Arena League this year and have done two of the three rounds so far. The team have recently stepped up a league and in the first round they exceeded their ranking of fifth place to finish an impressive third and in the second round they finished fifth. This means that in the last round they are not fighting for relegation but are placed in the middle of the League, this is the best result we have achieved since I can remember.

We have also had three swimmers qualify for the very prestigious Winter Regionals held at Winchester this year - this is one of the hardest competitions to qualify for as it is not age grouped ranked, they just take the fastest swimmers. Our club swimmers were against top tier swimmers and as always they represented the team brilliantly and each achieved at least one personal best time. Well done to Tizzy Dill-Russell, Tommy Goldup and Molly Lown.

The Club are very proud of all the swimmers and I am looking forward to seeing what they can achieve in 2023 following yet another brilliant year of competition. I would like to say farewell to my role and wish all the swimmers every success in 2023.

Becky Lown
Competition Secretary

Learn To Race Report for AGM 2022 – Tracy Anstis

The Learn to Race section has grown exponentially over the last 12 months. It has been an exciting time for the everyone and it's great to see so many swimmers wishing to join the club. The sessions are spread over 4 nights, but Thursday and Friday evenings are dedicated to our preliminary, intermediate, and advanced sections.

This year has seen a change in support on a Thursday with the loss of volunteer Rebecca Hinton, who had been a constant presence on poolside since September 2020.

Friday night has seen Tracey Bessent handing the baton over to her daughter Jordan Roger-Mill, and who also has now moved on to Loughborough University.

We wish all our past leads and volunteers all the very best and thank them for all the work that have done for the club.

1. Thursday Night

We now have 2 hours, 4 lanes for 7-8pm (26 swimmers) and 1 lane for 8-9pm (9 swimmers) The numbers for trial continue to rise.

The children ages range from 7 to 13 in the earlier session, and 10 – 14 in the later. All turns up with a smile and ready to go.

The volunteer's poolside are Lizzie Anstis, Tizzy Dill Russell, and Lewis Head. Laura Kingsland has recently joined us and hoping to become a regular on poolside. Both Tracy and Lizzie have achieved qualifications this year: Tracy as Level 1 coach, and Lizzie Level 1 swim teaching assistant.

2. Friday Night

Two-hour sessions including the preliminary group, who are our pre stage 8 swimmers. Our Junior helpers for Fridays are Katherine Sharp and Freya Sonnen, with Clive supporting. Both Clive and Katherine have recently graduated as level 2 swimming teachers.

The swimmers are progressing well, with their technique and stamina improving. The swimmers are encouraged to participate in development galas, and hopefully next year we will see them more and more in competitions as their confidence grows. The highlight of the year was our Jubilee Cup event. A true celebration of swimming, bringing the club together and having fun.

Two of the Learn to Race graduates were recently crowned East Invicta champions; Jessica Steed (50m Freestyle) Thursday and Evelyn Carson (200m Freestyle) from Fridays. Several of the swimmers took part in the East Invicta relays the 9/10 boys achieving 3rd (Freestyle), 2nd Medley, and 9/10 girl's 2nd Medley and 5th Freestyle. We are proud of them and whole section who worked hard to support them practising over the last six weeks.

The next twelve months will see us continuing to grow and look to swimmers competing in more events including the Kent Junior League.

We are planning to have in place a volunteer work force pathway. The front desk is now staffed by one of our competitive swimmers, Tom Anstis and we hope to encourage more to volunteer, supporting them with their Duke of Edinburgh or other volunteering goals both on poolside and other key club roles.

Tracy Anstis
Learn to Race Section

Minutes of the Annual General Meeting 2022 of the Dover Life Guard Club
Held on Monday 12th December 2022 at Dover District Leisure Centre at 6:30pm

1 Welcome

The Chairman, Lou Goldup welcomed everyone to the meeting and thanked them for attending.

She thanked those attending the meeting in person following a couple of years of online AGMs.

2 Apologies for Absence

Kate Curtis, John Vinson, Rita & Terry Kingsbury.

There were 23 members present, of whom 21 had voting rights as recorded in the Meeting Register Book.

3 Minutes of the Annual General Meeting held on 29th November 2021

They were proposed to be an accurate record Proposed by Rob Nicholas & Seconded by Becky Lown and all agreed by the meeting unanimously.

4 Matters arising from the Minutes of the Annual General Meeting 2021

There were no questions or comments on the 2021 AGM minutes.

5 Presentation of the DLGC Annual Reports 2022

There were no matters arising from the Annual Reports.

- Chairperson Report
- Competition Report
- Learn to Race Report
- Masters Report
- President's Report
- Review of the 2021/2022 Accounts

6 Presentation of the Audited Accounts ending 31st August 2021 and 31st August 2022

The full accounts for 2021/2022 will be circulated after the meeting and queries are welcome to be raised.

No questions or comments for the 2021/2022 Review of the Accounts which broke down the accounts for 2021/2022 were raised.

7 Notices of Motions

i) Changes to the annual membership subscription for 2022

There is to be an increase of annual membership fees for the forthcoming year in line with Swim England increase. Swim England 2023 Fees: Club Train (Cat 1) - £9.50, Club Compete (Cat 2) - £30.00, Club Support (Cat 3) - £5.50. South East Region 2023 Fees: Club Train (Cat 1) - £5.00 Club Compete (Cat 2) - £6.00, Club Support (Cat 3) - £0.00, Minimum Club Fee - £25.00 Kent County 2023 Fees: Club Train (Cat 1) - £1.00, Club Compete (Cat 2) - £1.00, Club Support (Cat 3) - £0.00 Per Club Fee - £0.00.

ii) Changes to the training fees for 2022

There is to be an increase of the training fees for 2022 to all disciplines except Masters who have already had a recent training fee increase. This was sent to all members as part of the AGM pack. This is to cover the cost increases in workforce and pool hire cost due to the high rise in fuel costs. Increases equating across the board to approx.10%, starting from 1st January 2023 has been decided by the Executive committee. It is hoped that this price increase will provide resilience to the April increases that have been forecast to not burden members with greater increases mid-year. The increase is not meant to create a profit and so will be reviewed in 4-6 months' time, as hopefully costs continue to ease, and the number of members increases.

8 Election of Officers for 2022

Louise Goldup read out the nominations for the election of officers.

Kaira Redman has been elected again as President by the Past Presidents and endorsed by the Executive Committee. Louise Goldup thanked Kaira for her continued support of the Club.

Clive Van Delden was elected as Chairman with none against and no abstentions.

Kate Curtis was elected as Treasurer with none against and no abstentions.

Steve Williams & Jo Williams were elected as Competition Secretary (job share), with none against and no abstentions.

Tracy Anstis was elected as Learn to Swim Secretary with none against and no abstentions.

Kaira Redman was elected as Masters Secretary with none against and no abstentions.

Vacant posts filled on evening of AGM

Carolyn Ellis was elected as General Secretary. Proposed by Steve Turner & Seconded by Becky Lown, agreed with none against and no abstentions.

Rob Nicholas was elected as Work Force Coordinator. Proposed by Steve Turner & Seconded by Scott Walker, with none against and no abstentions.

Tanya Harding was elected as Long Distance (Open Water) / Lifesaving Secretary. Proposed by Becky Lown & Seconded by Carolyn Ellis, with none against and no abstentions.

Lou Goldup was elected as Membership Secretary. Proposed by Rob Nicholas & Seconded by Becky Lown with none against and no abstentions.

9 Election of Club Captains

The election of Club Captains for 2022 has taken place.

Men's Captain is Nathaniel Turner with Vice Captain Tommy Goldup.

Ladies Captain is Molly Lown with Vice Captain Elizabeth Anstis.

10 Election of Vice Presidents.

There have been no new Vice Presidents nominated this year and the current Vice Presidents are to still stand.

11 Election of Honorary Life Presidents

There are no new Life Vice Presidents nominated this year.

12 Appointment of one Trustee

The Executive Committee proposes the re-appointment of Collette Cotton as Trustee for a further 3 years. Unanimously agreed by the meeting.

13 Appointment of Independent Auditors

McCabe, Ford & Williams are our current Independent Auditors.

The Executive Committee recommends our accountants are re-appointed for the ensuing year. Proposed by Steve Turner & Seconded by Becky Lown. There were none against and no objections.

14 AOB

Due to the change in name of the section it was proposed that a change of name from Learn to Swim Secretary to Learn to Race Secretary to reflect this be made – Proposed by Steve Turner & Seconded Scott Walker. There were none against and no objections.

Louise Goldup again thanked everyone for coming and closed the meeting.

DLGC FINANCIAL REVIEW OF THE YEAR 2021 - _2022

The Accounts that the DLGC Treasurer records are summarised below, in categories that are easy for us to see our day to day, month to month, income and expenditure. Our financial year runs from 1st September to 31st August. The full version of these accounts are then sent to our Accountants who review them, analyse them and record them in a way that satisfies our legal responsibilities, and can be sent to The Charity Commission as part of the requirement for our Charitable Status.

Income Category

Fees	£58,866.11
Membership/ASA	£10,983.75
Internal Gala Income	£1,500.88
External Entrance Fees/Competitions	£4,476.09
Hosting Open Galas Income	£11,547.38
Entry Refunds	£751.25
Badges for Learn to Swim/Lifesaving	£59.29
Open Water Income	£380.08
Life Saving Income	£0.00
Awards Night	£0.00
Door Takings from Other Galas	£351.28
Raffle/Tombola Income	£51.03
Grants & Donations	£500.00
Fund Raising - Other	£0.00
Club Kit	£946.10
Training Courses	£0.00
Extra Training eg Land/Camp/eXcel Inc	£433.76
Transport &	£125.66

Online Membership - Reporting

Expenditure Category

Expenditure Category	Expenditure
Pool - Hire (Training)	£46,444.62
Meeting Room - Hire	£0.00
ASA Membership	£5,765.20
Affiliation Membership	£158.00
Other Bodies	
Entry	£6,150.00
Fees/Competitions (not DLGC Hosted)	
Poolside Gala Passes	£458.50
Fee Refunds	£521.49
Gala Expenses (DLGC Hosted)	£11,571.42
Staff Payments	£22,641.25
Badges	£240.02
Open Water	£0.00
Life Saving	£0.00
Awards Night Costs	£0.00
Awards/Trophies	£694.00
Fund Raising Costs	£0.00
Club Kit	£1,711.96
Training Courses	£1,223.98
Extra Training eg	£426.00

Accommodation		Land/Camp/eXcel	
Income from	£0.12	Expenses	
Bank/Interest		Transport &	£2,409.82
Gift Aid	£5,782.60	Accommodation	
Misc Income	£0.00	Stationery/Postage	£8.81
Total Income	£96,755.38	Bank Charges	£83.06
Insurance		Accountancy Fees	£930.00
Technology - Web Site, Computer & SCM			£0.00
Misc Equipment - Purchase			£994.59
Equipment Maintenance			£1,385.10
Miscellaneous: Gifts			£0.00
Leisure & Entertainment: Eat Out/Take Away			£160.00
Other Expenses			£48.00
Income less	-£7,360.44	Total Expenses	£104,115.82
Expenses			

** Audited annual returns for the period under review have been signed off by suitably qualified independent accountants, a representative of DLGC and provided within the formal submission.



SportPark
3 Oakwood Drive
Loughborough
Leicestershire
LE11 3QF

Email: clubdevelopment@swimming.org

Carolyn Ellis
Dover Lifeguard Swimming Club
Sent via email
dlgcclubsecretary@gmail.com

23 January 2023

Dear Carolyn

Re: Club Affiliation

I am pleased to confirm Dover Lifeguard Swimming Club have completed the necessary elements to reach the required standard for Club Affiliation. This will allow the club to remain affiliated to Swim England for the forthcoming year.

Please be aware that it will be necessary for clubs to complete Club Affiliation on an annual basis.

Your club is now able to access South East Region Bursaries towards the cost of Safeguarding training. Further details are available at: <https://www.southeastswimming.org/clubs/grants-and-bursaries/>

It may now be a good time to look to complete SwimMark Essential for your club – this requires an additional ten elements in addition to those you have already completed for Club Affiliation.

If your club goes on to achieve SwimMark Essential you would be eligible for the following:
www.swimming.org/swimengland/swimmark-accreditation-for-clubs/.

To find out more, please contact clubdevelopment@swimming.org or visit the Swim England website <https://www.swimming.org/swimengland/clubs-home/>

Thank you for your commitment to Club Affiliation.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'I. Cotton', with a horizontal line extending to the right.

Ian Cotton
Chairman
Club Leadership Group



SwimMark Essential - Accreditation & Health Check Requirements

	ELEMENT	YOUR CLUB SHOULD SUBMIT THE FOLLOWING AS EVIDENCE	FULL ACCREDITATION REQUIREMENT	HEALTH CHECK REQUIREMENT	Swim England TEMPLATES AND RESOURCES
PLANNING	1	Club Development/Business Plan detailing the clubs two year objectives with a related action plan. Please refer to template.	Yes	No	<ul style="list-style-type: none"> Quick Guide to Producing a Club Development Plan Club Development Plan Template SwimMark Marketing Guide Quick Guide to Succession Planning <p>If using clubs own template please ensure all areas of the new template are included</p>
	2	Club annual budget (must include latest accounts, current budget and one year forecast) Information supplied for budget and forecast must include a breakdown of income and expenditure.	Yes	No	<ul style="list-style-type: none"> Budget Template - optional
	3	Club equality plan to reflect equitable practices across the club	Yes	No	<ul style="list-style-type: none"> Swim England Equality Policy Equality Template Inclusivity Guidance Sheet Inclusivity Good Club Guide
	4	Workforce training needs analysis (TNA).	Yes	No	<ul style="list-style-type: none"> Training Needs Analysis - Template must be used for this element
	5	Two uploads required: 1. Evidence the Swim England region has approved the club constitution (in line with Regional Management Board Requirements). 2. Copy of the minutes from the clubs most recent AGM.	Yes	Yes	<ul style="list-style-type: none"> Swim England Model Constitution 2022 Club Constitution – Guidance Notes
	6	Club Welfare Officer statement of compliance to Wavepower 2020-23 policies. The template is MANDATORY and must be signed (wet signature) and dated. Please refer to Wavepower guidelines – Section 2, P.47-55 for DBS and Safeguarding requirements.	Yes	Yes	<ul style="list-style-type: none"> Club Welfare Officer statement - Template must be used for this element Wavepower 2020-23 Policies/Documents



SwimMark Essential - Accreditation & Health Check Requirements

	ELEMENT	YOUR CLUB SHOULD SUBMIT THE FOLLOWING AS EVIDENCE	FULL ACCREDITATION REQUIREMENT	HEALTH CHECK REQUIREMENT	Swim England TEMPLATES AND RESOURCES
	7	Club Chair statement of compliance. The template is MANDATORY and must be signed (wet signature) and dated.	Yes	Yes	<ul style="list-style-type: none"> Club Chairs statement - Template must be used for this element Swim England Code of Ethics
	8	Upload the clubs code of conduct for each of the following: <ul style="list-style-type: none"> Club Administrators (Volunteers/Officials) Teachers/Coaches Parents Members (Athletes) The codes of conduct must be in line with Wavepower 2020-23 templates.	Yes	No	<ul style="list-style-type: none"> Wavepower 2020-23 Codes of Conduct <p>If using own templates please ensure all areas of the Wavepower 2020-23 templates are included</p>
	9	Sample membership form relevant to members and volunteers, which gathers contact information including medical details, two emergency contacts, club data protection statement, photographic consent and declaration to abide by code of conduct	Yes	No	<ul style="list-style-type: none"> Membership Form Template
	10	One completed risk assessment for each of the following (if applicable): <ol style="list-style-type: none"> Pool based activity (regular training) for each discipline delivered. This is the minimum requirement. Club trip (travel to competition/social event), Non pool based activity (land training, social event etc). Optional: One Pool based competition activity (delivery or attendance). Optional: One overnight stay for training or competition. <ul style="list-style-type: none"> All risk assessments must include the name of the person undertaking the risk assessment and date conducted. Please ensure that if your club delivers multiple disciplines a MINIMUM of a pool based training activity risk assessment is uploaded for each discipline. Information must be included with regards to the level of coach delivering the activity and the risks associated with that if the 	Yes	Yes	<ul style="list-style-type: none"> Risk Assessment Template - assessments must be reviewed and dated annually, regardless of changes Open Water Training Session (risk assessment example)

Updated September 2022

SwimMark Essential - Accreditation & Health Check Requirements

	ELEMENT	YOUR CLUB SHOULD SUBMIT THE FOLLOWING AS EVIDENCE	FULL ACCREDITATION REQUIREMENT	HEALTH CHECK REQUIREMENT	Swim England TEMPLATES AND RESOURCES
		delivery is outside the normal programmed activity.			
	11	Detail club emergency procedures for each facility used. The template is MANDATORY and must be signed (wet signature) and dated.	Yes	No	<ul style="list-style-type: none"> Club Emergency Procedures sheet - Template must be used for this element
PATHWAY	12	Club programme detailing club timetable, number of swimmers within each section/squad, number of lanes (swimming only) and number of teachers/coaches within each section (with level of qualification)	Yes	No	<ul style="list-style-type: none"> Club Programme Template Safe Supervision Document Coaching Policy 2022
WORKFORCE	13	Club Personnel Report of ALL club workforce (Teachers, Coaches, Technical Officials, Governance roles including Club Welfare Officer, Competition positions, Support positions) to include: <ul style="list-style-type: none"> In date DBS and Approved Safeguarding for all eligible roles Minimum qualification for the role being undertaken as per the Personnel Report Role Descriptor Guidance Time to Listen and Safeguarding certificates for Club Welfare Officer A minimum of one relevant club member having completed the IOS (Institute of Swimming) Introduction to Disability Swimming online CPD Please refer to Wavepower 2020-23 guidelines – Section 2, P.47-55 for DBS and Safeguarding requirements. Please submit only one PDF report from OMS named CLUB PERSONNEL REPORT	Yes	Yes	<ul style="list-style-type: none"> OMS Guide to Managing the Personnel Record and Role Descriptor Guidance Roles & DBS Requirements Disability Guidance Sheet Swim England Safeguarding & Protecting Children and Time To Listen Guidance Qualification Matrix Qualification Guidance Sheet
	14	Please upload PDP overview or Chairs' Statement (please use template) for the Head Coach and/or Head Teacher of EACH DISCIPLINE covered by the club	Yes	No	<ul style="list-style-type: none"> Personal Development Plan (PDP) Template Chairs Statement Template
	15	Proof of completion for 'a relevant person within the club' for the IoS (Institute of Swimming) Introduction to Disability Swimming online CPD	Yes	No	<ul style="list-style-type: none"> Exemption Template if evidence is shown in E13 Disability Guidance Sheet

Updated September 2022

Dover Lifeguard Swimming Club South East Region

Governance

Membership No	Forenames	Surname	Date of Birth	Role	Discipline	Role Start Date	Membership Suspend	DBS Valid To Date	DBS Update Service
1420712	Louise	Goldup	20/10/1979	Vol - Chairperson	Organisation	23/02/2021	No	02/09/2023	No
1632065	Jo	Williams	02/04/1974	Vol - Membership	Organisation	17/05/2022	No	17/03/2025	No
11671	Colette	Cotton	15/06/1956	Vol - Other	Trustee; Organisation	08/11/2020	No		No
1503359	Heather	Desiderio	01/12/1977	Vol - Other	Membership Support; Organisation	10/01/2023	No		No
529492	Mark	Fidock	14/10/1967	Vol - Other	Trustee; Organisation		No		No
1237661	Rebecca	Lown	13/03/1977	Vol - Other	Competition Secretary; Swimming	13/12/2022	No	07/11/2024	No
1574132	Robert	Nicholas	06/02/1981	Vol - Other	Workforce Co-ordinator; Organisation	25/02/2022	No	15/01/2025	No
					Swimming				

1282058	Tracy	Anstis	21/11/1970	Vol - Secretary		13/12/2022	No	29/04/2025	Yes
272542	Carolyn	Ellis	08/03/1965	Vol - Secretary	Organisation	28/02/2023	No	04/05/2025	No
375027	Tanya	Harding	02/09/1966	Vol - Secretary	Open Water		No	04/01/2026	No
2696	Kaira	Redman	03/07/1984	Vol - Secretary	Masters Swimming		No	16/05/2026	Yes
132217	Kathryn	Curtis	26/01/1965	Vol - Treasurer	Organisation		No	29/03/2022	No

1387057	Katharine	Manser	21/12/1979	Vol - Welfare	Organisation	01/03/2023	No	18/08/2023	Yes
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Technical Officials

Membership No	Forenames	Surname	Date of Birth	Role	Discipline	Role Start Date	Membership Suspended	DBS Valid To Date	DBS Update Service	DBS Role	Safeguarding V. Date
1282058	Tracy	Anstis	21/11/1970	Official	Swimming	16/11/2022	No	29/04/2025	Yes	Assistant Coach	16/03/2023
555401	Lucy	Bessant	11/02/1981	Official	Swimming	16/11/2022	No	12/10/2025	No	Poolside helper	08/07/2023

1574133	Andrew	Carson	02/09/1982	Official	Swimming	16/11/2022	No	18/09/2025	No	Te Ma r
1470636	Alison	Cochran	24/05/1984	Official	Swimming	16/11/2022	No		No	
1657868	Steven	Cook	21/05/1984	Official	Swimming	16/11/2022	No		No	
1360306	Chris	Dill-Russell	04/07/1966	Official	Swimming		No	06/10/2023	No	Te Ma r
1360302	Tracy	Evans	28/09/1974	Official	Swimming		No	14/07/2023	Yes	Cl W Of
1170995	Sally	Grieb	17/02/1967	Official	Swimming		No		No	Po e he
1237661	Rebecca	Lown	13/03/1977	Official	Swimming	16/11/2022	No	07/11/2024	No	As nt Te
1387473	Richard	Lown	19/11/1971	Official	Swimming		No	06/03/2025	No	As nt Te
1387057	Katharine	Manser	21/12/1979	Official	Swimming	08/11/2020	No	18/08/2023	Yes	Te Ma r

1574132	Robert	Nicholas	06/02/1981	Official	Swimming	16/11/2022	No	15/01/2025	No	As nt Te
603452	Sara	Platts	12/09/1972	Official	Swimming	16/11/2022	No		No	
1358987	Mia	Shepherd	18/03/1971	Official	Swimming		No	09/09/2023	No	Pe he
1574134	Clive	Van Delden	24/07/1964	Official	Swimming	16/11/2022	No	18/01/2025	No	As nt Te
22328	John	Walker	21/10/1955	Official	Swimming	08/11/2020	No	02/12/2025	No	Te Ma r
1360303	Violet	Walsh	17/12/1968	Official	Swimming		No	10/08/2023	No	Te Ma r
1632065	Jo	Williams	02/04/1974	Official	Swimming	16/11/2022	No	17/03/2025	No	Pe he
1408624	Steven	Williams	15/01/1973	Official	Swimming	14/01/2023	No	26/01/2025	No	As nt Te
Membershi p No	Forenam es	Surna me	Date of Birth	Role	Discipline	Role Start Date	Members hip Suspende d	DBS Valid To Date	DBS Updat e Servic e	
1318726	Stephen	Turner	09/04/1971	Vol - Announce r	Swimming	16/11/2022	No	27/11/2025	No	

1503359	Heather	Desiderio	01/12/1977	Vol - AOE Operator	Swimming	13/12/2022	No		No
1360306	Chris	Dill-Russell	04/07/1966	Vol - AOE Operator	Swimming	09/01/2022	No	06/10/2023	No
1461493	Gail	Hubbard	15/12/1976	Vol - AOE Operator	Swimming	16/11/2022	No	11/01/2025	No
1264965	Samantha	Janssen	25/05/1971	Vol - AOE Operator	Swimming	13/12/2022	No		No
1530464	Steven	Manser	27/07/1978	Vol - AOE Operator	Swimming	08/01/2022	No		No
22328	John	Walker	21/10/1955	Vol - AOE Operator	Swimming	13/12/2022	No	02/12/2025	No
1664752	Paul	Hayes	04/03/1967	Vol - Competition Steward	Swimming	16/11/2022	No	17/09/2025	No
1115459	Karen	Head	15/06/1970	Vol - Competition Steward	Swimming	16/11/2022	No	13/11/2025	No

Online Membership - Reporting

1576496	Natasha	Russell	12/11/1972	Vol - Competition Steward	Swimming	16/11/2022	No	
1653067	Pete	Sanders	06/07/1976	Vol - Competition Steward	Swimming	16/11/2022	No	
1470636	Alison	Cochran	24/05/1984	Vol - Other	Gala Medal Table; Swimming	16/11/2022	No	
1106736	Pauline	Jordan	31/01/1962	Vol - Other	Gala Helper; Swimming	15/02/2022	No	
1655538	Laura	Kingsland	28/03/1977	Vol - Other	Gala Refreshments; Swimming	16/11/2022	No	

Online Membership - Reporting

1574 136	Amy	Nicholas	21/09/ 1979	Vol - Other	Gala Entry Desk; Swimming	16/11/ 2022	No
6034 52	Sara	Platts	12/09/ 1972	Vol - Other	Gala Entry Desk; Swimming	16/11/ 2022	No

No

1282 058	Tracy	Anstis	21/11/ 1970	Vol - Team Manager	Swimming	16/11/ 2022	No
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1241881	Tracey	Bessey	19/07/1962	Vol - Team Manager	Swimming		No

1360302	Tracy	Evans	28/09/1974	Vol - Team Manager	Swimming	16/11/2022	No
1420712	Louise	Goldup	20/10/1979	Vol - Team Manager	Swimming	08/11/2020	No

No

1387473	Richard	Lown	19/11/1971	Vol - Team Manager	Swimming	16/11/2022	No
1387057	Katharine	Manser	21/12/1979	Vol - Team Manager	Swimming	08/11/2020	No

1574 136	Amy	Nicholas	21/09/1979	Vol - Team Manager	Swimming	07/03/2023	No

No

1574 134	Clive	Van Delde n	24/07/1964	Vol - Team Manager	Swimming	16/11/2022	No
1360 303	Violet	Walsh	17/12/1968	Vol - Team Manager	Swimming	08/11/2020	No
1408 624	Steven	Williams	15/01/1973	Vol - Team Manager	Swimming	14/01/2023	No

Support Positions

Membershi p No	Forenam es	Surname	Date of Birth	Role	Discipline	Role Start Date	Members hip Suspende d	DBS Valid To Date	DBS Updat e Servic e
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1655313	Joanne	Broom	06/05/1980	Vol - Admin	Organisati on	16/11/2022	No	21/06/2025	No
1503359	Heather	Desiderio	01/12/1977	Vol - Admin	Swimming		No		No
1641111	Fiona	Pearce	08/08/1988	Vol - Admin	Organisati on	09/03/2022	No		No
1282058	Tracy	Anstis	21/11/1970	Vol - Learn to Swim Coordinator	Organisati on	09/01/2022	No	29/04/2025	Yes
1300790	Elizabeth	Anstis	04/03/2006	Vol - Poolside Assistant	Swimming	08/01/2022	No	26/09/2025	Yes
940201	Edward	Dill-Russell	03/10/2004	Vol - Poolside Assistant	Swimming	08/11/2020	No	14/07/2024	No
1165020	Isobelle	Dill-Russell	30/11/2007	Vol - Poolside Assistant	Swimming	09/01/2022	No		No
1193666	Emily-Rose	Evans	07/08/2007	Vol - Poolside Assistant	Swimming	08/01/2022	No		No
1300793	Thomas	Goldup	24/02/2007	Vol - Poolside Assistant	Swimming	16/11/2022	No	09/03/2026	No
1576496	Natasha	Russell	12/11/1972	Vol - Poolside Assistant	Swimming	28/03/2023	No	08/12/2024	No
1358987	Mia	Shepherd	18/03/1971	Vol - Poolside Assistant	Swimming	20/01/2023	No	09/09/2023	No
1408624	Steven	Williams	15/01/1973	Vol - Poolside Assistant	Swimming	14/01/2023	No	26/01/2025	No
555401	Lucy	Bessant	11/02/1981	Vol - Poolside Helper	Swimming	22/11/2022	No	12/10/2025	No

[illegible]

1574132	Robert	Nicholas	06/02/1981	Vol - Poolside Helper	Swimming	16/11/2022	No	15/01/2025	No
1712840	David	Rowbotham	09/07/1970	Vol - Poolside Helper	Swimming	24/05/2023	No		No
1157086	Nathaniel	Turner	08/11/2005	Vol - Poolside Helper	Swimming	13/12/2022	No	19/04/2025	No
1318726	Stephen	Turner	09/04/1971	Vol - Poolside Helper	Swimming	19/11/2021	No	27/11/2025	No
1574134	Clive	Van Delden	24/07/1964	Vol - Poolside Helper	Swimming	16/11/2022	No	18/01/2025	No
1574136	Amy	Nicholas	21/09/1979	Vol - PR and Media	Organisation	16/11/2022	No	15/09/2025	No

Club Coaches/Teachers

Membership No	Forenames	Surname	Date of Birth	Role	Discipline	Role Start Date	Membership Suspended	DBS Valid To Date	DBS Update Service
377258	Carolyn	Bond	24/10/1961	Paid Assistant Head Coach	Swimming		No	14/10/2024	No

377258	Carolyn	Bond	24/10/1961	PaidAssistant Head Coach	Masters Swimming	16/11/2022	No	14/10/2024	No
2696	Kaira	Redman	03/07/1984	Paid-Coach	Swimming	16/11/2022	No	16/05/2026	Yes
131464	John	Vinson	12/06/1964	PaidHead Coach	Swimming		No	09/12/2025	No
1282058	Tracy	Anstis	21/11/1970	Paid-Teacher	Swimming	08/01/2022	No	29/04/2025	Yes
1241881	Tracey	Bessent	19/07/1962	Paid-Teacher	Swimming	22/03/2022	No	10/11/2024	No

555401	Lucy	Bessant	11/02/1981	VolunteerTeacher	Swimming	16/11/2022	No	12/10/2025	No
272542	Carolyn	Ellis	08/03/1965	VolunteerTeacher	Swimming	22/03/2022	No	04/05/2025	No
1144717	Molly	Lown	09/07/2005	VolunteerTeacher	Swimming	22/03/2022	No	17/11/2024	No

1273655	Rachel	Walsh	25/07/1974	VolunteerTeacher	Swimming	23/03/2022	No	05/05/2025	Yes
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Other

No data found.

Governance

Membership No	Forenames	Surname	Date of Birth	Role	Discipline	Role Start Date	Membership Suspended	DBS Valid To Date	DBS Update Service	DBS Role	Safeguarding Valid To Date	Qualification / CPD
1420712	Louise	Goldup	20/10/1979	Vol - Chairperson	Organisation	23/02/2021	No	02/09/2023	No	Team Manager	08/06/2024	Team Manager 1 (2018), UK Coaching Safeguarding & Protecting Children, Team Manager 2 (2018),
1632065	Jo	Williams	02/04/1974	Vol - Membership	Organisation	17/05/2022	No	17/03/2025	No	Poolside helper	30/11/2025	UK Coaching Safeguarding & Protecting Children,
11671	Colette	Cotton	15/06/1956	Vol - Other	Trustee; Organisation	08/11/2020	No		No			British Swimming Judge Level 2, Timekeeper, British Swimming Judge Level 1,
1503359	Heather	Desiderio	01/12/1977	Vol - Other	Membership Support; Organisation	10/01/2023	No		No			
529492	Mark	Fidock	14/10/1967	Vol - Other	Trustee; Organisation		No		No	Poolside helper		British Swimming Judge Level 1, ASA / UK C. Level 1 Certificate for Teaching Aquatics,
1237661	Rebecca	Lown	13/03/1977	Vol - Other	Competition Secretary; Swimming	13/12/2022	No	07/11/2024	No	Assistant Teacher	10/05/2025	Contemporary Issues, W A Rules Update 2023, Swimming Official, British Swimming Judge Level 1, UK Coaching Safeguarding & Protecting Children - Online Refresher, Team Manager 1 (2018), Contemporary Issues, ASA Level 1 Swimming Assistant (Teaching), UK Coaching Safeguarding & Protecting Children, ASA Level 2 Swimming Teacher,
1574132	Robert	Nicholas	06/02/1981	Vol - Other	Workforce Co-ordinator; Organisation	25/02/2022	No	15/01/2025	No	Assistant Teacher	05/09/2023	W A Rules Update 2023, Timekeeper, Timekeeper Theory, Swimming Official, Contemporary Issues, I 1 Theory

Online Membership - Reporting

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Registered Charity No: 270111

**DOVER LIFE GUARD CLUB
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2022**

DOVER LIFE GUARD CLUB
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2022

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5	Statement of Financial Activities
6	Balance Sheet
7 - 11	Notes to the Financial Statements

DOVER LIFE GUARD CLUB

ANNUAL REPORT OF THE EXECUTIVE COMMITTEE FOR THE YEAR ENDED 31 AUGUST 2022

The Club is governed by its Constitution, the most recent version of this being adopted on 25 November 2014 and is a registered charity, number 270111. The Club is based at Dover District Leisure Centre, Fitness Fields, Whitecliffs Business Park, Whitfield, Dover, Kent.

Executive Committee

The Executive Committee has general powers of management over the affairs of the Club, and each member is elected at the Annual General Meeting.

The Executive Committee elected at the Annual General Meeting on 29 November 2021 was as follows:

L Goldup	Chairman
K Manser	General Secretary
K Curtis	Treasurer
M Turner	Membership Secretary
B Lown	Competition Secretary
L Goldup	Workforce Co-ordinator
T Harding	Long Distance & Life Saving Secretary
K Redman	Masters Secretary
T Anstis	Learn to Swim Secretary
T Evans	Welfare Officer

There are also three property holding Trustees of the Club as follows:

M Fidock
C Cotton
S Walker

Registered Charity Number 270111

Bankers Lloyds Bank plc
4 Market Square
DOVER
Kent
CT16 1ND

Independent Examiner I D Pascall FCA
Chartered Accountant
McCabe Ford Williams
Charlton House
Dour Street
DOVER
Kent CT16 1BL

DOVER LIFE GUARD CLUB

ANNUAL REPORT OF THE EXECUTIVE COMMITTEE FOR THE YEAR ENDED 31 AUGUST 2022 (CONTINUED)

The objects of the Club are those of Swim England and in particular to:

1. Promote the teaching, development and practice of swimming, open water swimming, life saving and to stimulate Masters competition in all disciplines of the sport for its members.
2. Raise public awareness of the sport and stimulate public opinion in favour of providing proper accommodation and facilities.
3. Promote uniformity of rules for the control and regulation of swimming, life saving and the management of all competitions hereunder.
4. Enforce observance of the laws of Swim England.
5. Provide instruction in life saving, artificial resuscitation and the use of life saving apparatus.

Reserves and investment policy

The financial reserves that we have set aside provide financial stability and the means for the development of our objectives, as above.

The committee regularly reviews the amount of funds that the Club requires to ensure that they are adequate to fulfil the Club's continuing obligations.

The Club's income reserves held at 31 August 2022 amounted to £66,708 (including stock of £1,300). Income reserves excluding stock amounted to £65,408. The reserves remain adequate to fulfil the clubs continuing obligations, specifically:-

Dissolution of the Dover Life Guard Club - The reserves contain a prudent sum set aside to ensure the Club can discharge its debts and liabilities and engage the necessary professional assistance to ensure the winding up of the club is undertaken effectively and in line with the laws and regulations regulating the dissolution of a charity.

Retention of the SwimMark Accreditation - The criteria for maintaining this accreditation is continually evolving to assist clubs like DLGC in club management and the development of effective and professional working practices. In particular there is a focus on the training of volunteers including a programme of continual refresher training.

Deficit Funding - Within the reserves a prudent sum provides a contingency fund to help absorb the peaks and troughs of financial pressures within the operational activities of the Club.

Other Contingencies - A prudent sum within the reserves provides for any larger/exceptional costs outside of the normal operational workings and/or budgeting/forecasting processes of the Club.

The Club invests its surplus funds so as to earn the maximum return with the minimum of risk.

Trustees – The Trustees are elected at the General Meeting of the Club and must be nominated by the Executive Committee or any member.

DOVER LIFE GUARD CLUB

ANNUAL REPORT OF THE EXECUTIVE COMMITTEE FOR THE YEAR ENDED 31 AUGUST 2022 (CONTINUED)

Progress during the year

Dover Life Guard Club has had a much more 'normal' year, as we no longer had the covid restrictions, with lots more galas being hosted by the club and other galas being attended by our swimmers.

The Executive Committee and our Club volunteers have worked hard this year, moving the club forward to a position where we have paid Poolside Leads at all sessions, the Competitive Squad are competing at the highest level, the Learn To Race squad is needing more lanes and the Masters section is flourishing in both numbers and competition success and so we constantly have new members of all ages wanting to join the club.

We have been challenged over the last few years but we are financially sound. Overall, the club is in a healthy position.

Statement of the committee's responsibilities

The committee is required to prepare annual financial statements and in preparing these financial statements, the committee is required to

- select suitable accounting policies and then apply them consistently.
- make judgments and estimates that are reasonable and prudent.
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Club will continue.

The committee is responsible for keeping proper accounting records. It is also responsible for safeguarding the assets of the Club and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The committee confirm that the financial statements have been prepared in accordance with the Charities Act 2011, Charities Statement of Recommended Practice (FRS 102) and the governing instrument.

ON BEHALF OF THE EXECUTIVE COMMITTEE

K. Curtis
K Curtis - Treasurer

**INDEPENDENT EXAMINER'S REPORT TO THE EXECUTIVE COMMITTEE OF
DOVER LIFE GUARD CLUB**

I report to the Executive Committee on my examination of the financial statements of the Dover Life Guard Club (the Club) for the year ended 31 August 2022, which are set out on pages 5 to 11.

Responsibilities and basis of report

As the Executive Committee of the Club you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Club's financial statements carried out under section 145 of the Charities Act 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

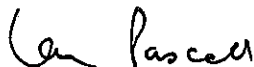
Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Club as required by section 130 of the Act; or
2. the financial statements do not accord with those records.
3. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting charities (applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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

I D Pascall FCA
Chartered Accountant
McCabe Ford Williams
Charlton House
Dour Street
DOVER
Kent
CT16 1BL



Date: 22 March 2023

DOVER LIFE GUARD CLUB

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 AUGUST 2022

	Notes	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
INCOME AND EXPENDITURE					
Incoming Resources					
Incoming resources from swimming activities	3	95,259	-	95,259	28,346
Incoming resources from activities for generating funds	4	1,497	-	1,497	709
Investment income	5	-	-	-	421
Total incoming resources		96,756	-	96,756	29,476
Less cost of generating funds	6	2,846	-	2,846	1,354
Net incoming resources for charitable application		93,910	-	93,910	28,122
CHARITABLE EXPENDITURE					
Cost of swimming activities	7	91,847	-	91,847	31,958
Managing and administering the charity	8	10,020	-	10,020	8,661
Total charitable resources expended		101,867	-	101,867	40,619
TOTAL RESOURCES EXPENDED		104,713	-	104,713	41,973
Net deficit for the year		(7,958)	-	(7,958)	(12,497)
Total funds brought forward		78,099	-	78,099	90,596
Total funds carried forward		70,142	-	70,142	78,099

The notes form part of these financial statements

DOVER LIFE GUARD CLUB
BALANCE SHEET AS AT 31 AUGUST 2022

	Notes	2022 £	2021 £
FIXED ASSETS			
Tangible fixed assets	10	14,526	14,893
CURRENT ASSETS			
National Savings income bonds		-	7,000
Stock	11	1,300	1,500
Cash at bank		66,368	66,728
		<u>67,668</u>	<u>75,228</u>
CURRENT LIABILITIES			
Accruals		<u>960</u>	<u>930</u>
NET CURRENT ASSETS		<u>66,708</u>	<u>74,298</u>
NET ASSETS		<u>81,234</u>	<u>89,191</u>
FUNDS			
Unrestricted funds: General		70,142	78,099
Restricted		-	-
		<u>70,142</u>	<u>78,099</u>
Revaluation reserve		11,092	11,092
		<u>81,234</u>	<u>89,191</u>

These financial statements were approved on behalf of the Executive Committee on 12/12/22

K Curtis
K Curtis – Treasurer

The notes form part of these financial statements

DOVER LIFE GUARD CLUB

NOTES TO THE FINANCIAL STATEMENTS AS AT 31 AUGUST 2022

1. STATUTORY INFORMATION

The Dover Life Guard Club is an unincorporated charity registered in England. The charity's registered number, principal address and nature of operations can be found in the Executive Committee Report.

2. ACCOUNTING POLICIES

2.1 Basis of Accounting

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2020)', the provisions of Section 1A "Small Entities" of Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011.

The financial statements are presented in sterling which is the functional currency of the charity.

2.2 Income

Income is recognised when received. No amounts are included in the financial statements for services donated by volunteers.

2.3 Depreciation

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost less estimated residual value over their expected useful lives as follows:

Equipment: 10% - 33% on cost

Trophies are valued at their insured values.

2.4 Taxation

No provision is made in the financial statements for taxation, as the Committee is of the opinion that all the Club's activities are of a charitable nature and therefore outside the scope of taxation.

2.5 Stock

Stock is valued at the lower of cost and net realisable value.

2.6 Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Committee.

Restricted funds can only be used for particular restricted purposes within the objects of the charity.

DOVER LIFE GUARD CLUB

NOTES TO THE FINANCIAL STATEMENTS AS AT 31 AUGUST 2022

3. INCOMING RESOURCES FROM SWIMMING ACTIVITIES

	Unrestricted Funds 2022 £	Unrestricted Funds 2021 £
Subscriptions	10,984	7,338
Training, coaching and income from Galas	77,927	21,008
Transport and accommodation	126	-
Badges and engraving	59	-
Open Water (Regatta)	380	-
Gift Aid claimed on subscriptions	5,783	-
	<u>95,259</u>	<u>28,346</u>

4. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds 2022 £	Unrestricted Funds 2021 £
Trading income	946	471
Fund raising	551	238
	<u>1,497</u>	<u>709</u>

5. INVESTMENT INCOME

	Unrestricted Funds 2022 £	Unrestricted Funds 2021 £
Bank interest	-	396
Income bond interest	-	25
	<u>-</u>	<u>421</u>

6. COST OF GENERATING FUNDS

	Unrestricted Funds 2022 £	Unrestricted Funds 2021 £
Trading expenditure (Note 9)	2,012	1,354
Badges, books, awards and engraving	834	-
	<u>2,846</u>	<u>1,354</u>

DOVER LIFE GUARD CLUB

NOTES TO THE FINANCIAL STATEMENTS AS AT 31 AUGUST 2022

7. COST OF SWIMMING ACTIVITIES

	Unrestricted Funds	Unrestricted Funds
	2022	2021
	£	£
Pool hire	46,445	16,815
Transport and accommodation	2,410	425
Staff/coach payments	22,641	10,359
Courses, exams and entry fees	1,650	2,897
Gala expenses	18,701	1,462
	<u>91,847</u>	<u>31,958</u>

8. MANAGING AND ADMINISTERING THE CHARITY

	Unrestricted Funds 2022	Unrestricted Funds 2021
	£	£
Subscriptions and affiliation fees	5,923	3,993
Independent examiner's fee	960	960
Bank charges	83	78
	<u>6,966</u>	<u>5,031</u>
Establishment expenses		
Insurance (Two years paid in 2021)	-	580
Running expenses		
Printing and stationery	1,003	1,087
Depreciation	367	950
Sundry expenses	1,684	1,013
	<u>3,054</u>	<u>3,050</u>
	<u>10,020</u>	<u>8,661</u>

DOVER LIFE GUARD CLUB

NOTES TO THE FINANCIAL STATEMENTS AS AT 31 AUGUST 2022

9. TRADING EXPENDITURE

	Unrestricted Funds 2022 £	Unrestricted Funds 2021 £
Stock at 1 September 2021	1,000	600
Purchases	1,712	1,754
	<u>2,712</u>	<u>2,354</u>
Less: Stock at 31 August 2022	(700)	(1,000)
	<u>2,012</u>	<u>1,354</u>

The above purchases figure includes the cost of items that are not for resale.

10. TANGIBLE FIXED ASSETS

	Trophies £	Equipment £	Total £
Cost or valuation			
At 1 September 2021 and 31 August 2022	<u>12,538</u>	<u>27,323</u>	<u>39,861</u>
Depreciation			
At 1 September 2021	-	24,968	24,968
Charge for the year	-	367	367
At 31 August 2022	<u>-</u>	<u>25,335</u>	<u>25,335</u>
Net Book Value			
At 31 August 2022	<u>12,538</u>	<u>1,988</u>	<u>14,526</u>
At 31 August 2021	<u>12,538</u>	<u>2,355</u>	<u>14,893</u>

Had the assets not been revalued they would have been shown at the following cost:

Trophies	<u>£1,446</u>
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DOVER LIFE GUARD CLUB

NOTES TO THE FINANCIAL STATEMENTS AS AT 31 AUGUST 2022

11. STOCK

	2022	2021
	£	£
Badges	600	500
Swimshop	700	1,000
	<u>1,300</u>	<u>1,500</u>

12. Committee members, and those related to committee members, received sums from the charity amounting to £2,354.79 for coaching and related activities in the year. None of the trustees, nor any related parties connected with them, received any remuneration.

13. Committee members, and those related to committee members, received a total of £633.98 in reimbursement for costs incurred in carrying out their duties. All expenses were regarding training courses. No expenses were incurred by the trustees, nor any related parties connected with them.

Registered Charity No: 270111

**DOVER LIFE GUARD CLUB
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2022**

DOVER LIFE GUARD CLUB
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2022

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DOVER LIFE GUARD CLUB

ANNUAL REPORT OF THE EXECUTIVE COMMITTEE FOR THE YEAR ENDED 31 AUGUST 2022

The Club is governed by its Constitution, the most recent version of this being adopted on 25 November 2014 and is a registered charity, number 270111. The Club is based at Dover District Leisure Centre, Fitness Fields, Whitecliffs Business Park, Whitfield, Dover, Kent.

Executive Committee

The Executive Committee has general powers of management over the affairs of the Club, and each member is elected at the Annual General Meeting.

The Executive Committee elected at the Annual General Meeting on 29 November 2021 was as follows:

L Goldup	Chairman
K Manser	General Secretary
K Curtis	Treasurer
M Turner	Membership Secretary
B Lown	Competition Secretary
L Goldup	Workforce Co-ordinator
T Harding	Long Distance & Life Saving Secretary
K Redman	Masters Secretary
T Anstis	Learn to Swim Secretary
T Evans	Welfare Officer

There are also three property holding Trustees of the Club as follows:

M Fidock
C Cotton
S Walker

Registered Charity Number 270111

Bankers Lloyds Bank plc
4 Market Square
DOVER
Kent
CT16 1ND

Independent Examiner I D Pascall FCA
Chartered Accountant
McCabe Ford Williams
Charlton House
Dour Street
DOVER
Kent CT16 1BL

DOVER LIFE GUARD CLUB

ANNUAL REPORT OF THE EXECUTIVE COMMITTEE FOR THE YEAR ENDED 31 AUGUST 2022 (CONTINUED)

The objects of the Club are those of Swim England and in particular to:

1. Promote the teaching, development and practice of swimming, open water swimming, life saving and to stimulate Masters competition in all disciplines of the sport for its members.
2. Raise public awareness of the sport and stimulate public opinion in favour of providing proper accommodation and facilities.
3. Promote uniformity of rules for the control and regulation of swimming, life saving and the management of all competitions hereunder.
4. Enforce observance of the laws of Swim England.
5. Provide instruction in life saving, artificial resuscitation and the use of life saving apparatus.

Reserves and investment policy

The financial reserves that we have set aside provide financial stability and the means for the development of our objectives, as above.

The committee regularly reviews the amount of funds that the Club requires to ensure that they are adequate to fulfil the Club's continuing obligations.

The Club's income reserves held at 31 August 2022 amounted to £66,708 (including stock of £1,300). Income reserves excluding stock amounted to £65,408. The reserves remain adequate to fulfil the clubs continuing obligations, specifically:-

Dissolution of the Dover Life Guard Club - The reserves contain a prudent sum set aside to ensure the Club can discharge its debts and liabilities and engage the necessary professional assistance to ensure the winding up of the club is undertaken effectively and in line with the laws and regulations regulating the dissolution of a charity.

Retention of the SwimMark Accreditation - The criteria for maintaining this accreditation is continually evolving to assist clubs like DLGC in club management and the development of effective and professional working practices. In particular there is a focus on the training of volunteers including a programme of continual refresher training.

Deficit Funding - Within the reserves a prudent sum provides a contingency fund to help absorb the peaks and troughs of financial pressures within the operational activities of the Club.

Other Contingencies - A prudent sum within the reserves provides for any larger/exceptional costs outside of the normal operational workings and/or budgeting/forecasting processes of the Club.

The Club invests its surplus funds so as to earn the maximum return with the minimum of risk.

Trustees – The Trustees are elected at the General Meeting of the Club and must be nominated by the Executive Committee or any member.

DOVER LIFE GUARD CLUB

ANNUAL REPORT OF THE EXECUTIVE COMMITTEE FOR THE YEAR ENDED 31 AUGUST 2022 (CONTINUED)

Progress during the year

Dover Life Guard Club has had a much more 'normal' year, as we no longer had the covid restrictions, with lots more galas being hosted by the club and other galas being attended by our swimmers.

The Executive Committee and our Club volunteers have worked hard this year, moving the club forward to a position where we have paid Poolside Leads at all sessions, the Competitive Squad are competing at the highest level, the Learn To Race squad is needing more lanes and the Masters section is flourishing in both numbers and competition success and so we constantly have new members of all ages wanting to join the club.

We have been challenged over the last few years but we are financially sound. Overall, the club is in a healthy position.

Statement of the committee's responsibilities

The committee is required to prepare annual financial statements and in preparing these financial statements, the committee is required to

- select suitable accounting policies and then apply them consistently.
- make judgments and estimates that are reasonable and prudent.
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Club will continue.

The committee is responsible for keeping proper accounting records. It is also responsible for safeguarding the assets of the Club and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The committee confirm that the financial statements have been prepared in accordance with the Charities Act 2011, Charities Statement of Recommended Practice (FRS 102) and the governing instrument.

ON BEHALF OF THE EXECUTIVE COMMITTEE

K. Curtis
K Curtis - Treasurer

**INDEPENDENT EXAMINER'S REPORT TO THE EXECUTIVE COMMITTEE OF
DOVER LIFE GUARD CLUB**

I report to the Executive Committee on my examination of the financial statements of the Dover Life Guard Club (the Club) for the year ended 31 August 2022, which are set out on pages 5 to 11.

Responsibilities and basis of report

As the Executive Committee of the Club you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Club's financial statements carried out under section 145 of the Charities Act 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

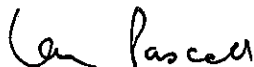
Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Club as required by section 130 of the Act; or
2. the financial statements do not accord with those records.
3. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting charities (applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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

I D Pascall FCA
Chartered Accountant
McCabe Ford Williams
Charlton House
Dour Street
DOVER
Kent
CT16 1BL



Date: 22 March 2023

DOVER LIFE GUARD CLUB

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 AUGUST 2022

	Notes	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
INCOME AND EXPENDITURE					
Incoming Resources					
Incoming resources from swimming activities	3	95,259	-	95,259	28,346
Incoming resources from activities for generating funds	4	1,497	-	1,497	709
Investment income	5	-	-	-	421
Total incoming resources		96,756	-	96,756	29,476
Less cost of generating funds	6	2,846	-	2,846	1,354
Net incoming resources for charitable application		93,910	-	93,910	28,122
CHARITABLE EXPENDITURE					
Cost of swimming activities	7	91,847	-	91,847	31,958
Managing and administering the charity	8	10,020	-	10,020	8,661
Total charitable resources expended		101,867	-	101,867	40,619
TOTAL RESOURCES EXPENDED		104,713	-	104,713	41,973
Net deficit for the year		(7,958)	-	(7,958)	(12,497)
Total funds brought forward		78,099	-	78,099	90,596
Total funds carried forward		70,142	-	70,142	78,099

The notes form part of these financial statements

DOVER LIFE GUARD CLUB
BALANCE SHEET AS AT 31 AUGUST 2022

	Notes	2022 £	2021 £
FIXED ASSETS			
Tangible fixed assets	10	14,526	14,893
CURRENT ASSETS			
National Savings income bonds		-	7,000
Stock	11	1,300	1,500
Cash at bank		66,368	66,728
		<u>67,668</u>	<u>75,228</u>
CURRENT LIABILITIES			
Accruals		<u>960</u>	<u>930</u>
NET CURRENT ASSETS		<u>66,708</u>	<u>74,298</u>
NET ASSETS		<u>81,234</u>	<u>89,191</u>
FUNDS			
Unrestricted funds: General		70,142	78,099
Restricted		-	-
		<u>70,142</u>	<u>78,099</u>
Revaluation reserve		11,092	11,092
		<u>81,234</u>	<u>89,191</u>

These financial statements were approved on behalf of the Executive Committee on 12/12/22

K Curtis
K Curtis – Treasurer

The notes form part of these financial statements

DOVER LIFE GUARD CLUB

NOTES TO THE FINANCIAL STATEMENTS AS AT 31 AUGUST 2022

1. STATUTORY INFORMATION

The Dover Life Guard Club is an unincorporated charity registered in England. The charity's registered number, principal address and nature of operations can be found in the Executive Committee Report.

2. ACCOUNTING POLICIES

2.1 Basis of Accounting

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2020)', the provisions of Section 1A "Small Entities" of Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011.

The financial statements are presented in sterling which is the functional currency of the charity.

2.2 Income

Income is recognised when received. No amounts are included in the financial statements for services donated by volunteers.

2.3 Depreciation

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost less estimated residual value over their expected useful lives as follows:

Equipment: 10% - 33% on cost

Trophies are valued at their insured values.

2.4 Taxation

No provision is made in the financial statements for taxation, as the Committee is of the opinion that all the Club's activities are of a charitable nature and therefore outside the scope of taxation.

2.5 Stock

Stock is valued at the lower of cost and net realisable value.

2.6 Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Committee.

Restricted funds can only be used for particular restricted purposes within the objects of the charity.

DOVER LIFE GUARD CLUB

NOTES TO THE FINANCIAL STATEMENTS AS AT 31 AUGUST 2022

3. INCOMING RESOURCES FROM SWIMMING ACTIVITIES

	Unrestricted Funds 2022 £	Unrestricted Funds 2021 £
Subscriptions	10,984	7,338
Training, coaching and income from Galas	77,927	21,008
Transport and accommodation	126	-
Badges and engraving	59	-
Open Water (Regatta)	380	-
Gift Aid claimed on subscriptions	5,783	-
	<u>95,259</u>	<u>28,346</u>

4. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds 2022 £	Unrestricted Funds 2021 £
Trading income	946	471
Fund raising	551	238
	<u>1,497</u>	<u>709</u>

5. INVESTMENT INCOME

	Unrestricted Funds 2022 £	Unrestricted Funds 2021 £
Bank interest	-	396
Income bond interest	-	25
	<u>-</u>	<u>421</u>

6. COST OF GENERATING FUNDS

	Unrestricted Funds 2022 £	Unrestricted Funds 2021 £
Trading expenditure (Note 9)	2,012	1,354
Badges, books, awards and engraving	834	-
	<u>2,846</u>	<u>1,354</u>

DOVER LIFE GUARD CLUB

NOTES TO THE FINANCIAL STATEMENTS AS AT 31 AUGUST 2022

7. COST OF SWIMMING ACTIVITIES

	Unrestricted Funds	Unrestricted Funds
	2022	2021
	£	£
Pool hire	46,445	16,815
Transport and accommodation	2,410	425
Staff/coach payments	22,641	10,359
Courses, exams and entry fees	1,650	2,897
Gala expenses	18,701	1,462
	<u>91,847</u>	<u>31,958</u>

8. MANAGING AND ADMINISTERING THE CHARITY

	Unrestricted Funds 2022	Unrestricted Funds 2021
	£	£
Subscriptions and affiliation fees	5,923	3,993
Independent examiner's fee	960	960
Bank charges	83	78
	<u>6,966</u>	<u>5,031</u>
Establishment expenses		
Insurance (Two years paid in 2021)	-	580
Running expenses		
Printing and stationery	1,003	1,087
Depreciation	367	950
Sundry expenses	1,684	1,013
	<u>3,054</u>	<u>3,050</u>
	<u>10,020</u>	<u>8,661</u>

DOVER LIFE GUARD CLUB

NOTES TO THE FINANCIAL STATEMENTS AS AT 31 AUGUST 2022

9. TRADING EXPENDITURE

	Unrestricted Funds 2022 £	Unrestricted Funds 2021 £
Stock at 1 September 2021	1,000	600
Purchases	1,712	1,754
	<u>2,712</u>	<u>2,354</u>
Less: Stock at 31 August 2022	(700)	(1,000)
	<u>2,012</u>	<u>1,354</u>

The above purchases figure includes the cost of items that are not for resale.

10. TANGIBLE FIXED ASSETS

	Trophies £	Equipment £	Total £
Cost or valuation			
At 1 September 2021 and 31 August 2022	<u>12,538</u>	<u>27,323</u>	<u>39,861</u>
Depreciation			
At 1 September 2021	-	24,968	24,968
Charge for the year	-	367	367
At 31 August 2022	<u>-</u>	<u>25,335</u>	<u>25,335</u>
Net Book Value			
At 31 August 2022	<u>12,538</u>	<u>1,988</u>	<u>14,526</u>
At 31 August 2021	<u>12,538</u>	<u>2,355</u>	<u>14,893</u>

Had the assets not been revalued they would have been shown at the following cost:

Trophies	<u>£1,446</u>
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DOVER LIFE GUARD CLUB

NOTES TO THE FINANCIAL STATEMENTS AS AT 31 AUGUST 2022

11. STOCK

	2022	2021
	£	£
Badges	600	500
Swimshop	700	1,000
	<u>1,300</u>	<u>1,500</u>

12. Committee members, and those related to committee members, received sums from the charity amounting to £2,354.79 for coaching and related activities in the year. None of the trustees, nor any related parties connected with them, received any remuneration.

13. Committee members, and those related to committee members, received a total of £633.98 in reimbursement for costs incurred in carrying out their duties. All expenses were regarding training courses. No expenses were incurred by the trustees, nor any related parties connected with them.