



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	5	November	2018		26	January	2020

Section A Reference and administration details

Charity name

Brecon Canoe Club

Other names charity is known by

Registered charity number (if any)

1165478

Charity's principal address

Bryn Bolgoed
Libanus
Brecon
Postcode LD3 8EP

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	Steve Rayner OBE	Chair		Members or trustees
2	John Dunne	Secretary		Members or trustees
3	Eleanor Bolt			Members or trustees
4	Michael Bolt			Members or trustees
5	Gary Williams		Since 5 Nov 2018	Members or trustees
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Welfare Officer	Jennifer Anderson	45 Free Street, Brecon

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Chartered Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Elected at annual general meeting or appointed by trustees

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity's organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees' consideration of major risks and the system and procedures to manage them. 	<p>Brecon Canoe Club is affiliated to Canoe Wales, the National Governing Body for paddlesport; Powys Association of Voluntary Organisations; and the Brecknock & Radnor Sports Partnership.</p> <p>The club operates within rules or bye-laws established by the trustees, which incorporate such rules and regulations as are set out from time to time by Canoe Wales.</p> <p>The trustees have agreed, as permitted in accordance with section 185 to 188 of the Charities Act 2011, to remunerate Steve Rayner for the occasional hire of open canoe and provision of specialist coaching services (such as higher-level performance and safety award training and assessment).</p> <p>The trustees consider their main risks to be:</p> <ul style="list-style-type: none"> - the safety of canoeing activity, which they manage by authorising leaders and activities using guidelines established by the National Governing Bodies (Canoe Wales and British Canoeing); - cash-flow, which they manage by closely monitoring income and expenditure; and - loss of or damage to club equipment, for which they maintain appropriate insurance.
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Section C Objectives and activities

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

The promotion of community participation in healthy recreation, in particular by the provision of facilities for all aspects of the sport of canoeing and paddle sports (the terms 'paddle sports' and 'canoeing' are inclusive of all forms of canoeing and kayaking).

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

We provide facilities for members of our club (and to a limited extent the general public) to participate in various aspects of the sport of canoeing by:

- offering membership to anyone who wishes to participate in our sport, regardless of gender, ethnicity, nationality, sexual orientation, religion or other beliefs; or of age or disability insofar as the club's activities are suitable and facilities can reasonably be used by people of particular ages or with a disability;
- providing instruction and coaching to our members in various aspects of canoeing and kayaking;
- providing opportunities for our members to participate in recreational canoeing and kayaking activities;
- organising and attending canoeing and kayaking competitions;
- providing 'taster' activities for members of the public to experience our sport;
- providing specialist equipment (canoes, kayaks, paddles and safety equipment) for participants to use in our activities;
- promoting our sport locally to members of the public, including children and the disabled; and
- working with other clubs and associations (including Canoe Wales, the National Governing Body, to which we are affiliated) to further the development of our sport locally and in Wales and the UK.

The trustees have assured themselves that all activities meet the guidance on public benefit issued by the Charity Commission for:

- promoting community participation in healthy recreation by providing facilities (including the organising of sporting activity) for the sport of canoeing; and/or
- supporting the physical education of young people through training and participation in recreational and competitive canoeing.

Additional details of objectives and activities (Optional information)

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

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

Our activities are open to all our members - and membership is open to anyone from our local community and further afield. Where necessary we will restrict participation for safety reasons - for example by limiting numbers to maintain recognised coach to participant ratios; or by requiring participants to have achieved a specified level of skill or experience (e.g. before participating in white-water paddling). Within these restrictions, we aim to advertise our activities on an equal basis to all members and to accept participants on a first-come, first-served basis. We aim to provide a range of activities suitable for all members regardless of ability.

Members are able to participate in the activities we provide (including coaching, events and competitions) and make use of our facilities (including use of club-owned equipment such as boats and paddles). However, we also offer occasional 'taster sessions' to members of the public, who may then become members if they wish to continue to participate in our activities.

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Responsible participation in canoeing requires third-party liability insurance and this is a key benefit of membership and a key reason why membership is required for those who participate in our activities. Membership also demonstrates a commitment to our sport and provides us with core funding that enables us to offer facilities and activities. Membership of the club is open to anyone who is interested in furthering its purposes, and who agrees to exercise their powers as a member of the club in the way he or she decides in good faith would be most likely to further the purposes of the club. There is no limit on membership numbers.

We make a charge to our members for participation in many of our activities. Our rules state that: "Members shall pay a fee for participation in all activities provided by the club, except where these are provided free of charge. Fees may be charged by the club to cover the cost of coaching, equipment, facilities, overheads and other incidental costs but shall be set at the minimum level necessary to cover the club's costs so as to maximise participation by members."

The level of charges is therefore commensurate to the cost to us of providing our service, taking account of direct costs (e.g. the hire of facilities such as swimming pools and the transportation of equipment for members to use) and indirect costs (e.g. wear-and-tear on club-owned equipment and a contribution to general overheads). For the most part, our activities are led by volunteers although occasionally we may choose to use professional (paid) staff and to pass on their costs to participants (for example when providing specialist instruction that would otherwise be available only at greater cost from the commercial sector).

Although the trustees consider that this level of charges could be unaffordable for some, our rules state that: "It is not the club's intention to deny access to its activities to those members who are genuinely unable to pay the fees associated with those activities, so members who are unable for whatever reason to pay the fees due for an activity should contact the trustees who shall have the discretion to waive or agree reduced fees in exceptional circumstances. Such requests shall be considered by the trustees in the strictest confidence." We maintain a small deposit fund that we are able to draw upon for this purpose; and are able to raise funds to increase the value of this; so we believe that we have made adequate provision for anyone to benefit from our services.

Summary of the main achievements of the charity during the year

2018/19 has been a 'quiet' year for the Club, when we have been concentrating on keeping our routine activities running and have had limited capacity for developing new activities.

We have continued our use of the Powys County Council storage facility at Brecon Promenade. We are still in negotiation with the Council to take a formal licence on this facility but are awaiting repairs to the roof before we finalise this. We have also been fortunate to be able to keep our weekly pool sessions going during autumn and winter terms, although it is becoming increasingly difficult for us to attract enough active paddlers to make ends meet financially while pool hire costs continue to increase.

Our membership numbers have remained fairly stable over the year, although we have had a significant turnover with several long-standing members departing for pastures new; several of our newer members deciding not to continue in the sport; and several new members joining.

We continued our pool sessions during autumn/winter 2018/19, river training sessions during summer 2019 and pool sessions during autumn/winter 2019/20; each developing beginners, intermediate paddlers and polo players. We have welcomed several new members since autumn 2019 and we look forward to them playing an active role in the Club.

We have been fortunate to welcome one of our past coaches back into our team, which has helped to fill the gap left last year by several of our former coaches having moved on and has enabled us to continue to provide these regular training and activities with 'minimal' staffing provided by Steve Rayner, Dave Jones and Olly Cayless. The Club is extremely grateful for their tireless support.

We have run a few river trips throughout the year which have each attracted a few members and we look forward to more of our paddlers joining these activities as their skill and confidence develop.

Our slalom paddlers all moved on this year. Jess Rayner retired from competitive paddling in October 2019, having finished the season as 6th UK Juniors; while Carwyn and Iwan Lavis switched their allegiance to Llandysul Paddlers as our Club's own support for slalom declined.

Our polo teams were successful once again this year, winning the Southwest Region Youth league, and competing in the Southwest Region Division 3 league, National Division 4 Southwest league and Welsh Development League. Several of our youth players moved on to further education in 2019, which means that we are now having to re-build our polo squad and are taking a break from league competitions.

In Nov 2018 we introduced an online system to streamline our membership management and in May 2019 we introduced a weblog and automated weekly newsletter. These innovations have greatly simplified our internal procedures and improved our communications with members, freeing-up more of our volunteers' time for paddling rather than administration!

Section E

Financial review

Brief statement of the charity's policy on reserves

The trustees currently maintain a deposit fund of approximately £1000 to cover unforeseen expenses and short-term cash-flow when required.

Details of any funds materially in deficit

Further financial review details (Optional information)

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

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

Our primary sources of funds are:

- membership fees (which we expect to be supplemented by Gift Aid from 2020);
- activity fees (as described above);
- grants (from Sport Wales and other grant-making bodies); and
- small-scale, local fund-raising.

We also require our Members to register individually with Canoe Wales, which is necessary for us to maintain appropriate insurance cover.

Our (unaudited) accounts for the financial year 1 May 2018-30 April 2019 are attached.

Section F

Other optional information

We intend in the next year to:


- continue to develop existing paddlers and attract new paddlers with a range of training and events;
- develop our facilities at Brecon Promenade if negotiations with Powys County Council proceed successfully; and
- take advantage of any opportunities that will enable us to continue to develop the Club (financial, personnel, administrative or paddling-based).

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		[original signed]
Full name(s)	Stephen James Rayner OBE	John Dunne
Position (eg Secretary, Chair, etc)	Chair	Secretary

Date 25 January 2020

Brecon Canoe Club Accounts 1 May 2018-30 April 2019

		2018-19		2017-18		2016-17		2015-16		2014-15	
	Notes	Income	Expenditure	Income	Expenditure	Income	Expenditure	Income	Expenditure	Income	Expenditure
Capital Investment											
Grants, donations, fund-raising	1	£ 25.00	£	1,928.74	£	1,790.00	£	3,600.00	£	11,505.00	
Activity Equipment	1		£ 781.51		£ 989.60		£ 2,242.12		£ 3,578.48		£ 12,501.70
Vehicles/Trailers			£ 168.06		£ 757.55		£ 741.41				
Premises/Facilities			£ 65.97				£ 184.35		£ 39.32		£ 2,711.75
Operations											
Membership		£ 668.00	£	911.00	£	656.71	£	931.00	£	1,399.00	
Affiliation to Canoe Wales etc.			£ 115.00		£ 175.00		£ 226.00		£ 225.00		£ 222.00
Pool training		£ 3,417.00	£ 3,413.10	£ 2,650.00	£ 2,657.70	£ 2,020.00	£ 2,527.69	£ 1,729.00	£ 1,175.00	£ 2,765.00	£ 3,985.48
Summer training		£ 740.00	£ 160.00	£ 360.00	£ 216.50	£ 744.00	£ 262.00	£ 1,343.00	£ 214.70	£ 1,122.00	£ 727.40
Boat hire		£ 115.00	£ 70.00	£ 64.00	£	£ 296.00	£	£ 379.00	£	£ 387.50	
Polo		£ 830.00	£ 690.00	£ 1,054.00	£ 950.50	£ 1,724.00	£ 1,716.07	£ 3,103.00	£ 2,776.50	£ 1,454.68	£ 567.84
Slalom					£	£ 300.00	£ 122.48	£ 748.60	£ 577.92	£ 914.00	£ 826.00
Racing & laid-back launchers				£ 326.05	£	£ 275.01	£ 32.90	£ 432.00	£ 23.50	£ 199.00	£ 485.00
Sale of goods					£ 15.00	£ 265.00	£ 251.40				
Volunteer training	1		£ 153.58		£ 370.00		£ 177.00		£ 454.80		£ 145.00
Insurance			£ 921.29		£ 885.46		£ 792.41		£ 733.87		£ 658.92
Interest & bank fees		£ 3.14	£ 191.05	£ 1.03	£ 147.09	£ 0.75	£ 113.56	£ 1.07	£ 78.42	£ 2.59	£ 80.00
Legal fees							£ 433.44				
Other	2		£ 57.93		£ 59.38		£ 61.70		£ 91.15		£ 316.13
Total		£ 5,798.14	£ 6,787.49	£ 7,294.82	£ 7,223.78	£ 8,133.17	£ 9,913.98	£ 12,875.67	£ 10,193.64	£ 20,321.10	£ 23,097.75
Surplus/deficit		-£ 989.35	£	71.04	-£	1,780.81	£	2,682.03	-£	2,776.65	

		Closing Balance		Opening Balance	
Unity Current Account		£ 81.78	£	1,149.86	
Lloyds Current Account		£ 453.08			
Unity Deposit Account		£ -	£	1,000.48	
Lloyds Instant Access Savings		£ 100.00			
Purchasing Card		-£ 15.10	-£	342.58	
Merchant Accounts		£ 104.73	£	0.00	
Creditors	3	-£ 74.16	-£	298.08	
Debtors		£ -	£	90.00	
Cash		£ -	£	40.00	
Total		£ 650.33	£	1,639.68	
Increase/decrease		-£ 989.35			

Notes

- 1 Community Chest grant £1500 in 2017/18 contributed to: 2 kayaks (£722), spraydecks (£340 in 2017/18), coach training (£120+£370 in 2017/18), polo faceguards (£175 in 2017/18). £25 B&R Sports Prize.
- 2 'Other' includes books & website
- 3 Creditors includes invoices claimed but not paid by S Rayner