



Chesil Sailability Annual Report & Examined Accounts

1st January to 31st December 2016

Annual Report

1. Reference and Administrative Details

Charity name: Chesil Sailability

Charity Registration number: 1154416

Principle office: Chesil Sailability, c/o 42 South Court Avenue, Dorchester, Dorset DT1 2BZ

Trustees:

As at 31st December 2016

Hugh de longh (Chair)	Became Trustee 14th October 2013, re-elected 25th April 2015
Kirsty Lydeard (Secretary)	Became Trustee 19th May 2014, re-elected 25th April 2015
Mike Clarkson (Treasurer)	Became Trustee 19th May 2014, re-elected 25th April 2015
Marcus Frith	Became Trustee 19th May 2014, re-elected 25th April 2015
Philip Hall	Became Trustee 14th October 2013, re-elected 18th October 2016
Jane Buckle	Became Trustee 19th May 2014, re-elected 25th April 2015
Simon Williams	Became Trustee 14th October 2013, re-elected 18th October 2016

Since the end of 2016 and up to May 2017, there have been some additional changes to the Trustees, with Marcus Frith and Simon Williams resigning and David Griffith being co-opted onto the Board.

Bankers:

Lloyds, Current & Deposit Account, 1-2 High West Street, Dorchester, Dorset, DT1 1UG
CAF Bank, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

Independent Examiners: Malcolm Lofts, Kennedy Legg (Chartered Accountants), Stafford House, 10 Prince of Wales Road, Dorchester, Dorset, DT1 1PW

2. Structure, Governance and Management

Governing Document

Chesil Sailability is a Charitable Incorporated Organisation (CIO), with a Constitution as its governing document, dated 18/3/2014 (as at last amendment).

Appointment of Trustees

All the current Trustees have been elected by Chesil Sailability members through the Annual General Meeting. The Constitution also allows Trustees to be co-opted. All Trustees are unpaid.

Organisational structure

From the initial development of Chesil Sailability, there was a Committee, which carried out the Trustee responsibilities and ran the operational activities as well, and comprised a mix of the Trustees, who were in the majority, and active volunteers.

In 2015, the Board of Trustees agreed to separate the Board of Trustee and Committee roles more formally, with the Board of Trustees delegating the day to day management of Chesil Sailability to the Committee through a Delegation of Powers, but the Board of Trustees retaining its responsibilities under Charity law, its governance role (which includes financial and other checks and balances) and manage the ultimate responsibility for Chesil Sailability, which rests with the Board of Trustees. The outline of this delegation was agreed in principle in July 2015, with detailed delegation agreed in February 2016.

Affiliation

Chesil Sailability is affiliated to Royal Yachting Association Sailability, and is Accredited by Royal Yachting Association Sailability for disability sailing at our venue.

Risk Management

The Board of Trustees and the Committee of Chesil Sailability believe that sound risk management is integral to both good management and good governance practice, and that a culture of risk management is embedded throughout the charity.

Risk management should form an integral part of the charity's decision-making and be incorporated within strategic and operational planning.

A Register of Risk Assessments is maintained, identifying the main areas of risk and the relevant specific Risk Assessment and review cycle.

3. Charity Objects

The charitable object of Chesil Sailability is:

‘To promote the equality, inclusion and relief and the rehabilitation and good health of disabled people and to improve their conditions of life through providing and assisting in the provision of activities, facilities, equipment and services to enable them to participate in healthy recreation and in particular but not exclusively in sailing and other watersports.’

Chesil Sailability implements its charitable object by providing sailing opportunities for people with disabilities (physical disabilities, learning difficulties or long term health conditions). We provide opportunities for people to sail such for the experience and for fun, to learn to sail, and to sail competitively or to progress in any other aspect of sailing.

We are based at the Weymouth & Portland National Sailing Centre, which hosted the 2012 Paralympics, so has excellent accessible sailing facilities. We have a range of accessible sailing boats, the main ones being Hansa 303s, a Hawk 20 and a Squib.

Chesil Sailability is run entirely by volunteers, they are the backbone of what we do, and the time and skills that volunteers bring are invaluable. Volunteers run the sailing sessions, and also all the background administration, finances, funding, maintenance, etc.

The Trustees have had due regard to the guidance from the Charity Commission on Public Benefit, as our activity is in accordance with our charity's purpose, and is for the public benefit.

4. Summary of Main Achievements

Chesil Sailability's Mission, under the Strategic Plan, is:

'To develop a hub for local and national volunteers that attracts sailors, supporters and volunteers who are motivated by a commitment and passion to make positive contributions to Chesil Sailability, and the sport of sailing, racing and the community'.

Sailing Achievements

To deliver this through our sailing activity this year, and to focus on developing our core volunteers, we ran sessions on Tuesday evenings, and did not run the Tuesday afternoon sessions we had done in 2015. With our mixed fleet of the Hansa 303 dinghies and the day keelboat Hawk 20 and the Squib, we were able to provide different sailing experiences for the sailors. By the end of 2016, we had 53 people (including carers) sailing with us in the year. Our sailing season runs from May to the end of September, but frequent strong winds during this period in 2016 meant that we were not able to sail the full number of weekly sessions planned. This is the second year in a row we have lost a significant number of sessions due to strong winds, and how we adapt to or mitigate this is a challenge for future years.

Chesil Sailability ran a successful 2 day Hansa event, with 15 boats competing, followed by a Hansa training weekend. The Race Team attended events away, including the Hansa Nationals at Carsington, and one of our team won in the double handed Hansa 303 class, so became the National Champions.

Strategic Plan

The Strategic Plan also has a number of aims, and examples of how these have been achieved during the year are as follows:

- Community. In support of the RYA and the Andrew Simpson Centre, we provided free sailing sessions for local people wanting to try sailing, as part of an RYA day event linked to the Olympics. Our Hawk 20 worked well at this event both for families and people with disabilities.

- Youth. We have some young sailors with disabilities, but developing a focused programme working with young people remains an aspiration.
- Inclusivity. We continue to link up with relevant disability groups to bring new potential sailors in. Membership & Session fees are maintained at a low and affordable level to ensure all can participate, and we have, with funding support, a Bursary Fund to help those who would struggle to meet our fees.
We work with carers to give them the opportunity to come sailing as well.
- Partnerships. The Weymouth & Portland National Sailing Academy and the Chesil Sailing Trust continue to be very supportive to Chesil Sailability, and there are strong links with the local sailing clubs.
- Excellence. One of our Hansa 303 teams won the Hansa Nationals Championship 2016.
- Governance. The governance and management structure of Chesil Sailability developed, with a detailed agreement on the roles & responsibilities of the Committee and the Board of Trustees.

5. Finance

Sources of funds

As maintaining sailor fees at an affordable level is a priority for us, and so generates limited income, we have to be pro-active about securing funding. During the year, funding has come from a number of sources:

- Sailor & member fees and session fees. This represents a small proportion of our income as we maintain fees at an affordable level.
- Own fundraising. Volunteers did some fund-raising activities, all of which are really valuable, but we did not run a full range of local fundraising activities this year. In the medium term, we need to increase our local fundraising activity to provide a larger part of our income.
- Grants. We secured some grants towards our general running costs, although most of our grant income was for specific projects or equipment.
- Donations. Many individuals and local organisations have supported us with donations, particularly appreciated both as this helps our finances considerably, and because of the local support it demonstrates.

Expenditure

The main fixed costs are insurance and Facility fees, then maintenance. During this year, there were also some capital purchases, the main operational purchases being a second safety RIB and a container for storage, including for fuel. A summary of the Income and Expenditure costs, including a comparison with the financial year 2015, is given below.

Reserves Policy

Chesil Sailability Reserves policy during this year was to have reserves which:

- cover at least 3 months' running costs (as recommended by the Charity Commission)
- enable us to cover replacement of any essential equipment quickly
- help with cash flow, as some of the big expenses are at the early part of the year
- help forward fund grants when grant payments are in arrears

Carry forward to 2017

Of the £14k of unrestricted funding carried forward from the end of 2016 to the start of 2017, £7k is for Reserves (the Reserves target having been raised in early 2017 to 4 months running costs), and the remaining £7k has been carried forward to go towards an anticipated shortfall in the 2017 Income & Expenditure budget, particularly to ensure early overheads in 2017 such as insurance and Facility fees are covered.

Summary of Income & Expenditure costs

Income	<i>Proportion</i> %	2016 £	2015 £	<i>Change</i> %
Membership & session fees	7.8	1,275	1,804	-29.3
Grants	37.1	6,084	11,350	-46.4
Donations	47.9	7,848	37,093	-78.8
Fundraising	1.6	265	2,684	-90.1
Other income (Gift Aid, events etc.)	5.5	908	4,585	-80.2
Total income	100	16,380	57,516	-71.5

Expenditure	<i>Proportion</i> %	2016 £	2015 £	<i>Change</i> %
Insurance	12.8	4,025	3,725	8.1
Facility fees	12.4	3,874	3,904	-0.8
Administration & governance	2.0	613	1,540	-60.2
Repairs, fuel & renewals	9.2	2,894	2,779	4.1
Training	0.8	260	810	-67.9
New boats & equipment	57.8	18,105	27,050	-33.1
Other expenditure	5.0	1,560	2,923	-46.6
Total expenditure	100	31,331	42,731	-26.7

Total funds held at end of year	23,708	38,660	-38.7
--	---------------	--------	-------

Major items purchased in 2016	£
International 2.4mR	6,000
4.8m RIB	4,026
Shipping container	1,200
Double-stack dinghy trailer	1,320
Hansa Liberty dinghy	4,000
Total	16,546

Accounts (Examined)

CHESIL SAILABILITY - ACCOUNTS FOR THE 12 MONTH PERIOD ENDING 31st DECEMBER 2016

RECEIPTS AND PAYMENTS	Unrestricted Funds	Unrestricted Designated Funds	Restricted Funds	Total Funds 2016	Total Funds 2015
Receipts					
Subscriptions & session fees	1,275		0	1,275	1,804
Grants	1,000		5,084	6,084	11,175
Donations	6,848		0	6,848	30,751
Fund raising	265		0	265	2,684
Project Zoe	0		0	0	6,342
Events	777		0	777	2,927
Race team	0	1,000	0	1,000	175
Sales	0		0	0	609
Gift Aid & bank interest (note 1)	130		0	130	1,049
Total receipts:	10,296	1,000	5,084	16,380	57,516
Payments					
Insurance	4,025		0	4,025	3,725
Facility fees (WPNSA & Portland Port)	3,874		0	3,874	3,904
Administration, legal & volunteer expenses	540		0	540	752
Promotion & advertising	74		0	74	788
Repairs & renewals	2,588		0	2,588	2,295
Training	260		0	260	810
Fuel	306		0	306	484
Events	734		0	734	2,550
Race Team	0	827	0	827	0
Purchase of merchandise	0		0	0	373
Equipment (excluding boats)	2,158		1,921	4,079	2,212
Sub total	14,557	827	1,921	17,305	17,893
Asset and investment purchases	1,526	0	12,500	14,026	24,838
Total payments	16,083	827	14,421	31,331	42,731
Excess of receipts over payments	(5,788)	173	(9,337)	(14,952)	14,786
Transfers between funds	4,000	0	(4,000)	0	0
	(1,788)	173	(13,337)	(14,952)	14,786
Cash funds last year end	15,596	175	22,889	38,660	23,874
Cash funds this year end	13,808	348	9,552	23,708	38,660
STATEMENT OF ASSETS AND LIABILITIES AT 31st DECEMBER 2016					
Cash Funds					
Lloyds current account				8,607	15,926
CAF cash account				10,095	17,730
Lloyds deposit account				5,006	5,004
Total cash funds				23,708	38,660
Other monetary assets				0	0
Investment assets				0	0
Assets retained for the charities own use					
Sailing dinghies				54,420	49,700
Rigid inflatable boats				22,130	20,100
Portable building				7,200	6,500
Sailing & office equipment				5,990	5,500
Total current value				89,740	81,800
Liabilities				(0)	(0)

These accounts are prepared on a receipts and payments basis with all revenue and expenses shown on a cash basis.

Note 1: £127.83 Gift Aid & £2.42 bank interest received in 2016

Approved by the Trustees and signed on their behalf by:

David Griffith (Chairman)

Mike Clarkson (Treasurer)

Date of approval by Trustees

David Griffith DAVID GRIFFITH
Mike Clarkson MIKE CLARKSON
 2nd June 2017.



Independent examiner's report on the accounts

Section A: Independent examiner's report

**Report to the trustees/
members of**

Charity Name

CHESIL SAILABILITY

**On accounts for the
year ended**

31.12.16

**Charity no
(if any)**

1154416

Set out on pages

(remember to include the page numbers of additional sheets)

**Respective
responsibilities of
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. ~~The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. Delete [] if not applicable.~~

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Section A: Independent examiner's report

(cont)

Independent
examiner's statement

In connection with my examination, no matter has come to my attention
~~(other than that disclosed below *)~~

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act
 have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

MCL/Lb

Date:

5.6.17

Name:

MALCOLM CHARLES LIFTS

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

FCA

Address:

STAFFORD HOUSE

10 PRINCE OF WALES ROAD

DORCHESTER, DORSET, DT1 1PW