



ARUN YOUTH AQUA CENTRE

ANNUAL REPORT AND ACCOUNTS

FOR THE FINANCIAL YEAR

ENDED 31st OCTOBER 2016

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TRUSTEES/MANAGEMENT COMMITTEE

Roger Elliman Chairman
Jan Elliman Secretary and Treasurer
Max Clarke
Elaine Clevett
Rob Elliott
Gareth Hughes
James Millett
Lynda Simpkins
Nathan Shaw
Mike Wattam

SECRETARY & TREASURER

Mrs Janet Elliman
89 White Horses Way
Littlehampton
West Sussex
BN 17 6NL

CENTRE ADDRESS

Not a Postal Address
The Boat Compound
Hendon Avenue
Littlehampton
West Sussex
BN16 2NB

INDEPENDENT EXAMINER

Edward Pope
18 Beaumont Park
Littlehampton
West Sussex
BN17 6PE

REGISTERED CHARITY NUMBER

1001294

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INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES / MEMBERS OF ARUN YOUTH AQUA CENTRE

I report on the accounts of the Charity for the year ended 31 October 2016.

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, but not obligatory, as gross income does not exceed £25k.

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.

Independent Examiner's statement

In connection with my examination, no matters have come to my attention

- (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;
 - 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.

Signed

Edward Pope

Date

15 November 2016.

*Edward B. Pope F.M.A.A.T.
18 Beaumont Park
Littlehampton
West Sussex
BN17 6PE*

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CHAIRMAN'S REPORT

The object of the Charity is to help and educate young people through water based activities and to help them to develop their physical and mental capabilities as individuals and as members of society. The Management Committee provides the resources necessary to train the young people to standards in water sports laid down by the National governing bodies with an overriding emphasis on safety. The Centre has RYA approved Child Protection Procedures and Equity policies in place and any adult who spends significant time with the youngsters has DBS checks in place also provided by the RYA.

2016 has been a mixed season with membership was down for sailing and our continued inability to attract a Canoe Instructor to lead canoeing sessions resulted in the Management Committee reluctantly donating some the Kayaks to a local Sea Scout group and selling the remainder on eBay! The Centre retained two kayaks and the Canadian Canoe for use on Mewsbrook Lake and for use within Safety boat courses, Oscar(ADC) and SPACE week (Littlehampton Town Council) didn't run at all this season but we did have successful Oppie sessions on Mewsbrook Lake for the RYA OnBoard programme. The Centre ran a Power Boat level 2, and a 1st Aid course in May thanks to Rachel Folley, and also an Instructor Course at the beginning of September.

During the year, there were 41 junior members of the Centre (2015 48,2014, 65), between the ages of 9 and 18 years taking part in sailing. It's easy to overlook the fact that the AYAC is totally dependent on voluntary help. Without volunteer, qualified Sailing and Canoeing Instructors, Safety Boat Crew and competent Beach Duty cover the Centre could not operate and a continuing factor to the success of the Centre is the high level of active involvement by the members' parents other than those who have recognized qualifications.

Apart from donating time to serve as members of the management committee, it's these parents who:-

Provide the necessary support for beach duty, providing on shore safety cover whilst the youngsters are

Undertake the necessary training including 1st Aid, Powerboat Level 2 and Safety Boat to assist the Instructors to drive the Safety boats, act as competent helms in the dinghies and assist on shore.

Maintain the grounds and buildings by attending working parties during the year.

This season the parental contribution has again been superb especially considering the many difficult sessions with dumping seas we had and over 35 people have regularly dedicated their time to 45 sailing sessions (with 11 cancelled) over the season, which is huge commitment for any voluntary group, this equated to 655 (719 2015) people sessions on the water for sailing. We also continued our very popular Adult only sessions on Friday evenings with limited success as the sessions were particularly hit with poor weather.

The Centre has been very grateful to our Senior Instructors, James Millett, Rob Elliot, Rachel Folley and Richard Renson for the time and effort into running the sessions, particularly Rob and Richard for also leading the

The Management Committee at the end of year to 31st October 2016 was; -

Roger Elliman

Chairman

Jan Elliman

Secretary and Treasurer

Elaine Clevett

Rob Elliott

Gareth Hughes

Nigel Kirby

Stood Down in July

James Millett

Lynda Simpkins

Andrew Wilson

Stood Down at beginning of Season in the absense of any

Nathan Shaw

Finances

The Centre relies upon regular annual fund-raising activities that, together with the voluntary support help to maintain affordable membership fees that offer tremendous value for money. The Centre's own fund raising was added to by Littlehampton Town Council who gave us a grant of £600 towards the Centre's purchase of new launching trollys for the Comet Dinghies. The Centre ran a PB2 course for Brighton Sailing Club early in the season which contributed a valuable £1129 and this year a Level 2 Power Boat, 1st Aid and Instructor courses together with the Race Training week contributing a combined total of £713, the Grand Draw also raised a

In common with many voluntary organizations within the Arun District the Centre continued to receive a proportion of the discretionary rate relief and was required to pay 5% of its total rateable charge. The Membership income was slightly down 2014/15 with the decrease in membership (2015/2016 £4763 (41), 2014/15 £4778 (48) c/w 2012/13 £7826 (77)). However significant additional income of £520 from the hire of Centre's equipment, £950 for providing safety cover for Raw Energy Pursuits swim events and Arundel Festival

Social

The Aqua Centre's 2015 AGM and Prize giving was held on Saturday 28th November at East Preston Scout Hall with Arun District Chairman Andy Cooper, Littlehampton Mayor Marion Ayres along with Councillors Alison Cooper & Joop Duij the Chairmen of Rustington & East Preston Parish Councils respectively, all attended along with many members and their families. A great early event was our Push the Boat Out Day when we had a visit from Steve Mitchell our Regional RYA Officer, we had fewer planned family days than in previous years. Bart's Bash again figured with dinghies from ODC and AYC combining for a race this year around a simple triangular course in a very shifty light northerly breeze

Sailing

A difficult early season weather wise with many high wind, wind in the wrong direction and dumping beach sessions during the season, our numbers on the water reflected both the reduced membership and conditions with numbers at the sessions rarely exceeding 15 instead of the 20+ of recent years. However, despite membership numbers being significantly down on the high of 2013, still we could consolidate much of the sailing skills of the previous season and with a greatly enlarged instructor pool able to bring the few new The Centre's first venture into Oppie sailing on Saturday mornings on Mewsbrook Lake was an outstanding success but did stretch the resources especially SI significantly, grateful thanks to Rob and Richard for leading the sessions and our pool of DIs/Als and competent youngsters who assisted the on the water. We have 18 (2015 4) new members joining this season of which 8 youngsters came from the Oppie programme and introduce a further 5 youngsters to sailing. Over the winter period the Centre needs to come up with innovative ways to increase its membership next season and extol the virtues of the Centre's ethos of sailing/water sports for all!

The Centre delivered a full programme of activities for our youngsters and had a good RYA Inspection with Martin Hughes making several valuable comments and a small Action Plan. The Centre retains its Championship Club Status and remains an OnBoard Centre, issues with attracting youngsters to the OnBoard sessions now our Mewsbrook Oppie sessions will be addressed over the winter months. We ran with the support of Centre parents and Instructors principally the Wattams and Richard Renson with Megan running a week-long race training fun racing during August, guest appearance by Abi Blondell who ran a one day team racing event during the week. This culminated with Jamie Dadswell obtaining the highest ever position at the WSSYSA Regatta in a fleet of 31 dinghies 2nd place in his Laser in the Purple fleet and contributing to the Centre winning the team prize for the WSSYSA traveller series.....well done! Several Adult only sailing sessions were enthusiastically attended enabling parents and instructors to gain familiarity with the Centre's

The Centre has had no success in targeting local Scout and Guide organisations to support its OnBoard programme and a complete review of how best we can support On Board will be made during the winter. The Centre also provides youngsters with assessments for their GCSE course work and Duke of Edinburgh Award Our progress against last year's Centre's rolling 3-year strategy

- Rebuild the Centre's finances to at least 12 months operating expenses (2016/£13373) now at £4088..... the Centre's finances are just satisfactory over 2016 even with membership income substantially down, expenditure on maintenance relatively constant. Rinkit continue sponsorship albeit at 1/3 of previous years the Centre relies on Grant aid for all its Capital replacements.
- Consolidate the progress in membership and retain as many of the new youngsters as possible.....Membership down on 2014 but a welcome increase in new members during the season, many of our current experienced enthusiastic youngsters have been with the Centre for several years.
- Develop further the Feva fleet.....On-going, the fleet had the highest usage during 2016, we still have a target of two additional dinghies 2016-17 and need to develop a project for submission to Sport England's Awards for All Fund.
- Our Oppie session on Mewsbrook Lake for youngsters aged 6-11 proved extremely well received and we need to ensure we can develop the opportunity further without stretching our Instructor pool too much.
- Develop and improve the young sailors racing skills with participation in more external eventsA very successful season with many youngsters than ever taking part in offsite racing than in previous seasons, with great and enthusiastic support from the Mike and Jax Wattam (WSSYSA Travellers and Race Week), Richard Renson (Race week).
- Continue to work with ADC as the planning for the relocation of the Centre's compound to the East develops and comes to fruition early in 2017.

Roger Elliman

Nov-16 for and on behalf of the Management Committee

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RECIPTS AND PAYMENTS ACCOUNT

Receipts	<u>2016</u>	<u>2015</u>
Donations, Grants and Sponsorship	2685	6735
Operating Income		
Membership Fees	4805	4778
Fuel Excise Duty Refund	469	334
Equipment Hire	520	710
Fund Raising	3708	2514
Other Income	702	536
Total Receipts	<u>12889</u>	<u>15607</u>
Less Payments		
Cost of Generating Funds		
Fund Raising	1690	1250
Social Events	118	196
	<u>1808</u>	<u>1446</u>
Activity Costs		
Courses and Training	476	418
Dinghy and Safety Boat Maintenance	1927	2546
Small Equipment Items	1288	3513
New Equipment		2908
Building and Ramp Maintenance	119	642
Fuel for Safety Boat	841	791
Sundry	118	89
	<u>4769</u>	<u>10907</u>
Administration Costs		
Rent, Rates, Water, Electricity and Insurance	5778	5795
Professional Fees	75	75
General Administration Expensese	125	155
	<u>5978</u>	<u>6025</u>
Total Payments	<u>12555</u>	<u>18378</u>
Excess of Payments over Receipts		-2771
Excess of Receipts over Payments	334	0
Balance at Bank as at 1 November 2015	<u>4128</u>	<u>6899</u>
Balance at Bank as at 31 October 2016	<u>4462</u>	<u>4128</u>

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STATEMENT OF ASSETS AND LIABILITIES

MONETARY ASSETS

	2016	2015
Bank Current Account	4462	4128
Cash in hand	49	264

OTHER ASSETS

Stock of Confectionary etc	45	19
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BUILDINGS BOATS AND EQUIPMENT

The Centres Buildings, including changing rooms and safety boat shed were revalued during 2011 and valuation amounted to £25750

The Centre's dinghys, safety boats and engines were revalued during 2011 and amounted to £69915 purchase of engines has increased that sum to £72,823 no purchases >=£1000 were made in 2015/16