

**ARUN YOUTH AQUA CENTRE**

**ANNUAL REPORT AND ACCOUNTS**

**FOR THE FINANCIAL YEAR**

**ENDED 31st OCTOBER 2017**

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**TRUSTEES/MANAGEMENT COMMITTEE**

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

**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

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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 2017

**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**

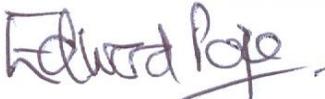
My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures 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**

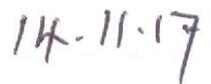
In connection with my examination, no matters have come to my attention

- (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



Date



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

# ARUN YOUTH AQUA CENTRE

## ANNUAL REPORT AND ACCOUNTS

### FOR THE FINANCIAL YEAR ENDED 31st OCTOBER 2017

#### 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.

2017 has been great season with a stable membership. We were overrun with youngsters having a go with the Oppies on Mewsbrook Lake for the OnBoard sessions a disappointing few who went on to join the Centre as full members. The Centre ran a Power Boat level 2 and Safety Boat combined weekend for its own volunteers and Brighton Sailing Club members, and a 1st Aid course in May thanks to Rachel Folley.

During the year, there were 41 junior members of the Centre (2016 41, 2015, 48), between the ages of 9 and 18 years taking part in sailing we also had a total of 20 youngsters aged between 6 and 9 taking part in the Oppie sessions run on Mewsbrook Lake. It's easy to overlook the fact that the AYAC is totally dependent on voluntary help. Without volunteer, qualified 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 on the water.
- 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 37 on the water sailing sessions (with 7 cancelled) over the season, which is huge commitment for any voluntary group, this equated to 788 (655 2016) 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 and low water!

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 who took on the roles of RYA Principle and Chief sailing Instructor respectively.

The Management Committee at the end of year to 31st October 2017 was; -

Roger Elliman	Chairman
Jan Elliman	Secretary and Treasurer
Susannah Beek	Joined May 2017
Max Clarke	
Elaine Clewett	Retired 2016
Rob Elliott	
Gareth Hughes	
James Millett	
Richard Renson	Joined August 2017
Lynda Simpkins	
Nathan Shaw	Resigned June 2017
Mike Wattam	Resigned September 2017

#### 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 boat covers for the Comet Dinghies.

We applied for and received two grants from West Sussex County Council, their Community Initiative fund awarded the Centre £2500 for purchase of seven of paddle boards which have been used to great effect on both windless days on the sea and very windy days on Mewsbrook lake, the second grant of £900 from the Small Grants fund to replace our Feva Dagger boards with the new and less prone to breakage design.

The Centre ran a combined PB2 and Safety Boat course for Brighton Sailing Club and its own members early in the season which contributed a valuable £1200, 1st Aid and Instructor courses together with the Race Training week contributing a combined total of £405, the Grand Draw also raised a total of £395 at last years' AGM held in November 2016.

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 up at £5056 on 2015/16 with the same membership numbers (41), (2015/2016 £4763 (41), 2014/15 £4778 (48) c/w 2012/13 £7826 (77)).

However significant additional income of £720 from the hire of Centre's equipment, £1271 for providing safety cover for Raw Energy Pursuits swim events which also includes the late payment from Arundel Festival Dragon boat racing from 2016 enabled the Centre to maintain an acceptable year end figure. The Centre has also had a good year for equipment donations receiving a small RIB and outboard and almost new Pico dinghy from a local resident, two toppers from again local people. With the unfortunate demise of the Open Dinghy Club based at East Preston after their lease was not renewed they are to donate one of their safety RIB's to the Centre.

## **SOCIAL**

The Centre's 2016 AGM and Prize giving was held on Saturday 28th November at East Preston Scout Hall with Councilors Ian Buckland, Littlehampton Town Mayor, Alison Cooper & Joop Duijf, Chairpersons of Rustington & East Preston Parish Councils, all attended along with many members and their families. A great early event was our Push the Boat Out Day with 43 people out on the water in the two sessions, we had fewer planned family days than in previous years however our 40th anniversary of the Centre's inception was the highlight of the month with two birthday cakes cut by John Ludwig our oldest member.

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. We also tried again a Fun Swim at Littlehampton Leisure Centre with unfortunately a poor response.

## **SAILING**

A great early season weather wise which deteriorated rapidly as the schools summer holidays approached in July our numbers on the water through to end of August were significantly up on the previous year with an average attendance of 22 c/w 15 reflecting the changing profile of the Centre's membership as we introduced many more youngsters to sailing. However, despite total 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 our new youngsters on much quicker than previous years.

The Centre's venture into Oppie sailing on Saturday mornings on Mewsbrook Lake of last season morphed into sessions on Sunday to reduce the impact on our volunteer Instructor pool and continued to be a great success with our new Assistant Instructors of Francesca, Jamie and Megan doing outstanding work supported by Aerial Darling who gained her full Dinghy Instructor's during the

We have 15 (2016 18) new members joining this season of which a disappointing 2 youngsters came from the Oppie programme and introduce a further 8 youngsters to sailing. It was gratifying to see of the 18 who joined in 2016 50% returned this year which combined with this year's intake will provide a good foundation for next year.

The Centre delivered a full programme of activities for our youngsters and had a good RYA Inspection with Mathew Wright making several valuable comments and a small Action Plan. At the Inspection led by Rob (Elliott) and supported by Richard (Renson) the role of Principle of the Centre transferred from myself to Rob with Richard as Chief Dinghy Instructor thus ensuring a great future for the Centre!

The Centre retains its Championship Club Status and remains an OnBoard Centre, the OnBoard programme being revised and relaunched by the RYA for the 2018 season. We ran with the support of Centre parents and Richard Renson a week-long race training/fun racing during August with very variable conditions.

Jamie Dadswell and Megan Renson in one of the Centre's Fevas pulled off the highest ever position at the WSSYSA Regatta in the slow fleet of 44 dinghies 1st place .....brilliant result! In addition to which Jamie also took 1st place in the WSSYSA Topper Travellers event held at the Centre. A few Adult only sailing sessions were enthusiastically attended enabling parents and instructors to gain familiarity with the Centre's equipment and then assist with confidence on the water.

The Centre through Jack and Max ran an on-water evening for Rustington Scout Troop and also provides youngsters with assessments for their GCSE course work and Duke of Edinburgh Award schemes.

Our progress against last year's Centre's rolling 3-year strategy

- Rebuild the Centre's finances to at least 12 months operating expenses (2017/£11725) now at £5249..... the Centre's finances are just satisfactory over 2017, expenditure on maintenance being relatively constant, however our fuel costs were significantly down with our new engines. Rinkit sponsorship ceased in 2017 and as 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.....With 50% of last season's new members returning and a good number of new members during the season we should start next season with a healthy starting membership however many of our current experienced enthusiastic youngsters have been with the Centre for several years and are now approaching the dreaded 18 year old University intake!
- 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 still 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 the transition to Sunday sailing worked well.
- Develop and improve the young sailors racing skills with participation in more external events .....A small but very successful team of sailors this season.
- Continue to work with ADC as the planning for the relocation of the Centre's compound to the East develops and now comes to fruition late 2017.

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RECIEPTS AND PAYMENTS ACCOUNT

<b>Receipts</b>	<b><u>2017</u></b>	<b><u>2016</u></b>
Donations, Grants and Sponsorship	4380	2685
Operating Income		
Membership Fees	5056	4805
Fuel Excise Duty Refund	346	469
Equipment Hire	1870	520
Fund Raising	2479	3708
Other Income	748	702
Total Receipts	<b><u>14879</u></b>	<b><u>12889</u></b>
<b>Less Payments</b>		
Cost of Generating Funds		
Fund Raising	596	1690
Social Events	195	118
	<b><u>791</u></b>	<b><u>1808</u></b>
Activity Costs		
Courses and Training	211	476
Dinghy and Safety Boat Maintenance	1231	1927
Small Equipment Items	5073	1288
Building and Ramp Maintenance	74	119
Fuel for Safety Boat	447	841
Sundry	250	118
	<b><u>7286</u></b>	<b><u>4769</u></b>
Administration Costs		
Rent, Rates, Water, Electricity and Insurance	5869	5778
Professional Fees	75	75
General Administration Expensese	231	125
	<b><u>6175</u></b>	<b><u>5978</u></b>
Total Payments	<b><u>14252</u></b>	<b><u>12555</u></b>
Excess of Receipts over Payments	627	334
Balance at Bank as at 1 November 2016	<u>4462</u>	<u>4128</u>
Balance at Bank as at 31 October 2017	<b><u>5089</u></b>	<b><u>4462</u></b>

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**STATEMENT OF ASSETS AND LIABILITES**

**MONETARY ASSETS**

	<b>2017</b>	<b>2016</b>
Bank Current Account	5089	4462
Cash in hand	126	49

**OTHER ASSETS**

Stock of Confectionary etc	41	45
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**BUILDINGS BOATS AND EQUIPMENT**

The Centre's 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 2016/17