REGISTERED COMPANY NUMBER: 07011983 (England and Wales)
REGISTERED CHARITY NUMBER: 1132633

Henleaze Swimming Club

Annual Trustees' Report and Unaudited Financial Statements for the Year Ended 30 September 2019

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Report of the Trustees for the Year Ended 30 September 2019

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 September 2019. The trustees have adopted the provisions of the Accounting and Reporting by Charities. Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)

Henleaze Swimming Club is a charitable company limited by guarantee, incorporated on 8th September 2009 and registered as a charity on 10th November 2009. Through a Transfer of Undertaking, the affairs of the unincorporated association known as Henleaze Swimming Club were transferred to the charitable company in March 2010.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number 07011983 (England and Wales)

Registered Charity number 1132633

Registered office

Henleaze Lake Lake Road Bristol BS10 5HG

Trustees

David Bruce Alan Giles Ross Harley Richard Spence

Andrew Stewart Mark Thompson

Scott Fisher

Sophie Summers

Sarah Webster

Ros Miller

Andrew Asplin

Abigail Davies

Charles Booth

Appointed 27 March 2019

Resigned 16 April 2019

Resigned 16 April 2019

Appointed 4 March 2019

Executive Team

Alison Laity Josephine Evans General Manager

Chair

Treasurer

Deputy General Manager

Report of the Trustees for the Year Ended 30 September 2019

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner
Corrigan Accountants Limited
The Tramshed
25 Lower Park Row
Bristol
BS1 5BN

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

It is governed by its Memorandum and Articles of Association dated 24th August 2009

Recruitment and appointment of new trustees

Under the requirements of Henleaze Swimming Club's Memorandum and Articles of Association there shall be no fewer than 9 Trustees. We will be seeking to recruit new trustees. We note six of the existing trustees have been in post for more than a nine-year period that the Charities Commission recommend.

Induction and training of new trustees

Trustees are invited to meet the executive team and familiarise themselves with the aims of the organisation. They are given an induction pack which includes the Memorandum & Articles of Association (which includes the objects of the Charity); Charities Commission guidelines on becoming a Trustee; and forms for signature

Risk management

The major risks to which the organisation is exposed, as identified by the Trustees, have been reviewed and systems or procedures have been established to manage those risks

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objects of the Charity are.

- (1) To promote the health of the inhabitants of Bristol and the surrounding area by providing facilities for open water swimming and such other facilities for healthy exercise as the Executive Committee shall from time to time determine.
- (2) To provide or assist in the provision of open water swimming and other facilities in the interests of social welfare for recreation or other leisure time occupation, such facilities being provided at Henleaze Lake for the benefit of the inhabitants of Bristol and the surrounding area with the object of improving their conditions of life

Significant activities

The principal activity is open-water swimming at Henleaze Lake

Report of the Trustees for the Year Ended 30 September 2019

OBJECTIVES AND ACTIVITIES

Public benefit statement

The trustees have had regard to Charity Commission guidance on public benefit and report on these activities below:

Membership is limited in numbers because of the need for a limit on the number of individuals on site at any one time for health and safety reasons. After a successful trial last year we extended 'community access'. This is a system whereby registered users can swim as visitors when the site is not busy

In addition, we seek to maximise the usage of the site by non-members for activities relevant to the club objectives, under a wider-usage programme. Thus, the Bristol & District Triathletes Club (BADTri) trained in the lake on Sunday mornings throughout the main season and we have continued to provide access to Charity and event swimmers (non-members) sessions on Saturday morning and Monday evening. These people are participating in open water events all over the country and normally are raising money for charity.

We hosted open-water 'taster sessions' for local cub and scout groups. We also hosted a summer excursion for a local swimming club with about 40 children participating in open-water swimming — their training normally takes place in an indoor pool.

The new Social Prescribing project initiated last year and described in last year's Trustees Report was successfully repeated. This is an initiative which has been trialled in a few doctors' surgeries where a patient may present with concerns over their mental or physical health and their GP feels they may benefit from attending the Lake for therapeutic swimming or simply by being in its beautiful and relaxing surroundings. Since June, a group has visited the Lake once a week over lunchtime, using the facilities, whether that is to swim, use the sauna or just simply relax and meet others or be by themselves. The group has varied in size each week, but the Lake has been able to welcome at least 20 participants and the feedback has again been very positive.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

This year the Club had a total of 2,233 members, comprising 1,828 adult members and 405 junior members (under 18-years). We were able to offer everyone on the waiting list the option of at least 'community access', which was piloted last year, and this brought in 377 visitors (over twice as many as last year) Winter swimming continued for a limited number of weekly sessions from October 2018 through to April 2019, with 320 members signing up for this activity (244 the previous year)

An intruders incident occurred on 5th March which led us to temporarily suspend all Club activities and, for the first time in memory, convene an emergency committee meeting. The intrusion was an extremely serious incident with potentially significant consequences for the operations and activities of the Club Supervised club activities were resumed as quickly as possible. Angling, an unsupervised activity, remained suspended throughout the year and all anglers were given a full refund of their annual subscription. A review of the full implications of the incident was set up and was concluded post year-end. The outcome of the review is that unsupervised activities will no longer be permitted, whilst the existing wider usage programme will be increased and actively promoted.

The Club celebrated its centenary year with a varied programme of events and activities in late July and the publication of a centenary book 'The Lake'. The planning by the executive team was significant and time-consuming, however the outcome was hugely successful The response and involvement of members was very enthusiastic, and there was considerable media coverage

Report of the Trustees for the Year Ended 30 September 2019

The Club owns the Henleaze Lake site, Land Registry title number BL60682 We are active in asserting ownership of all cliff-top land which backs on to our neighbours on Lakewood Road and Lake Road We rely on a wealth of archive records and, on annual licences which permit use by neighbours of club land with certain restrictions. We have also adopted a policy of building a relationship with our many neighbours. A boundary dispute arose last year with a new neighbour, and this was satisfactorily resolved this year.

We continue to invest in staff training. All our superintendents hold the Royal Life Saving Society (RLSS) open-water supervisory qualification, and some also have the level 2 pool lifeguard qualification. On top of this we continue to provide monthly training which is designed to the Lake requirements

Water quality remains an important focus. We have been very pleased to learn post year-end that the 'Good' classification under the EU bathing water directive has been maintained

We invested in facilities, with impressive new steps at the swimming limit and the replacement of the diving springboards and bases. We continue to review the built environment

Performance

The total income for the period was £246,530 (2018: £224,473). This included Interest of £591 (2018. £435) and £1,000 (2018. £1,000) from trust funds managed by Barcan & Kirby Solicitors Total expenditure for the year was £228,093 (2018. £197,772). This gives a surplus for the year of £18,437 (2018. £26,701)

The company owns land and buildings which were initially gifted to the company on formation at nil cost, subsequently included in the financial statements at £250,000. Fixed assets included in the Balance Sheet have an estimated value for insurance purposes of £435,805

RESTRICTED FUNDS

There are no restricted funds.

UNRESTRICTED FUNDS

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

DESIGNATED FUNDS

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose

FINANCIAL REVIEW

Reserves policy

In order to provide on-going financial stability, the organisation aims to hold reserves at a level to cater for a period of up to two years of severely curtailed income coupled with the cost of remedial work. This sort of situation could arise if water quality were to be badly compromised. A reserve of £75,000 is considered adequate for this purpose.

Total reserves stand at £538,831 (2018⁻ £520,394) The decision to dis-affiliate from the ASA with effect from April 2013 and make our own arrangements for civil liability insurance means that we expect to generate a surplus for some years to come.

As referred to in the separate comments on charitable activities, the review of the built environment seeks to ensure that the infrastructure at Henleaze Lake is appropriate to achieve our charitable objectives. Subject to on-going discussions it is anticipated that the current excess reserves together with the surplus income over the next five years will meet the relevant expenditure.

Report of the Trustees for the Year Ended 30 September 2019

Investment policy and objectives

The organisation does not currently have a formal investment policy. The reserve of £75,000 continues to be held in a Charity Savings Account

FUTURE DEVELOPMENTS

Henleaze Swimming Club strives to create an environment where people of all ages and backgrounds can enjoy open-water swimming Facilities for inland open-water swimming and diving are extremely rare, and we wish to use our site to promote these healthy and enjoyable activities. Open-water swimming was recognised in 2008 as an official Olympic sport; at the 2012 London Olympic Games the events were held in the Serpentine Lake in Hyde Park.

Our strategic objectives are:

- To serve and support our membership and to champion their activities
- To be financially secure
- · To manage the property, and especially the lake water
- To be a responsible employer

Our specific priorities for the coming year are:

- To continue to implement policies for the improvement of water quality
- To undertake a review of the Club constitution
- To develop an improved programme of wider usage
- To continue work on improvement of the built environment
- To undertake a review of the executive management of the club

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period

In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently
- · observe the methods and principles in the Charity SORP
- make judgements and estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business

Report of the Trustees for the Year Ended 30 September 2019

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small Company Exemptions

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:

Andrew Stewart - Trustee

20/02/2020

Dated:

Independent Examiner's Report to the Trustees of Henleaze Swimming Club

Independent examiner's report to the trustees of Henleaze Swimming Club ('the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 September 2019 which are set out on pages 8 to 17

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act') In carrying out my examination I have followed the 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 matters have come to my attention in connection with the examination giving me cause to believe:

- (1) accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination, or
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts 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 accounts to be reached

Stuart Crisp

Corrigan Accountants Limited

The Tramshed

25 Lower Park Row

Bristol

BS1 5BN

20 February 2020

Statement of Financial Activities (Incorporating an Income and Expenditure Account) for the Year Ended 30 September 2019

	2019	2018
INCOMING RESOURCES	£	£
Donations and legacies	1,000	1,100
Incoming resources from charitable activities		5,000
Swimming subscriptions	186,207	177,182
Winter dipper subscriptions	16,711	9,760
Swimming visitors	32,089	31,916
Fishing subscriptions	(281)	4,080
Income from trading activities	10,213	-
Other incoming resources		
Bank interest received	591	435
Total incoming resources	246,530	224,473
RESOURCES EXPENDED		
Charitable activities		
Wages	117,696	107,584
Utilities	9,012	7,924
Insurance	11,307	9,589
Cost of stock Sundries	7,748	Œ
Affiliation fees	14,484	12,967
	189	628
Repairs and maintenance [*] Routine Water quality	24,793	20,262
Cardnet services	17,262	19,300
Depreciation	1,195	985
Depreciation	7,738	4,186
	211,424	183,425
Governance costs	- 383.00 and - Nation - 193.1	,
Administration	10,294	3,910
Professional fees	6,375	10,437
	16,669	14,347
Total resources expended	228,093	197,772
NET INCOMING RESOURCES		
	18,437	26,701
RECONCILIATION OF FUNDS		
Total funds brought forward	520,394	493,693
TOTAL FUNDS CARRIED FORWARD	538,831	520,394

Henleaze Swimming Club (Company Number: 07011983) (Charity Number: 1132633) Balance Sheet At 30 September 2019

	Notes	2019 £	2018 £
FIXED ASSETS Tangible assets	6	325,461	284,441
CURRENT ASSETS Cash at bank Stock		203,352 12,409 215,761	242,035
CREDITORS Amounts falling due within one year	7	(2,391)	(6,082)
NET CURRENT ASSETS		213,370	235,953
TOTAL ASSETS LESS CURRENT LIABILITIES		538,831	520,394
NET ASSETS		538,831	520,394
FUNDS Unrestricted funds	9 & 10	538,831	520,394
TOTAL FUNDS		538,831	520,394

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2019

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 30 September 2019 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006, and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Henleaze Swimming Club (Company Number: 07011983) (Charity Number: 1132633) **Balance Sheet** At 30 September 2019

The financial statements were approved by the Board of Trustees on 20/02/2020 and were signed on its behalf by: A. Stewart.

Andrew Stewart - Trustee

Andrew Asplin - Trustee

The notes form part of these financial statements

Notes to the Financial Statements for the Year Ended 30 September 2019

STATUTORY INFORMATION

The company is a private company limited by guarantee without share capital incorporated in England and Wales

The address of its registered office is: Henleaze Lake Lake Road Bristol BS10 5HG

2. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with 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) - (Charities SORP (FRS 102)) and in compliance with 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 Companies Act 2006

Henleaze Swimming Club meets the definition of a public benefit entity under FRS 102

The financial statements are prepared in pounds sterling which is the functional currency of the company Monetary amounts in these financial statements are rounded to the nearest ${\tt f}$

Preparation of the accounts on a going concern basis

Based on the level of reserves held, the Trustees consider it appropriate to prepare the Financial Statements on a going concern basis.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Governance costs are those costs incurred in connection with compliance with constitutional and statutory requirements.

Tangible fixed assets

Depreciation is provided on all fixed assets, except land, at the following annual rates in order to write off each asset over its estimated useful life:

Fixtures and fittings Buildings Straight line basis over 8 years Straight line basis over 10 years

Notes to the Financial Statements for the Year Ended 30 September 2019

2. ACCOUNTING POLICIES (Continued)

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits.

Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost is determined using the first-in, first-out (FIFO) method.

The cost of finished goods comprises direct materials and, where applicable, those costs that have been incurred in bringing the inventories to their present location and condition. At each reporting date, stocks are assessed for impairment. If stocks are impaired, the carrying amount is reduced to its selling price less costs to complete and sell, the impairment loss is recognised immediately in profit or loss.

Creditors and provisions

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount.

Taxation

The charity is exempt from corporation tax on its charitable activities

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. There are no restricted funds

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements

3. NET INCOMING RESOURCES

Net incoming resources are stated after charging the following amounts payable to the independent examiner:-

	2019	2018
	£	£
Independent examination	1,250	1,250
Accounting services	500	500
		
	1,750	1,750

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' or directors' remuneration or other benefits for the year ended 30 September 2019 nor for the year ended 30 September 2018

Trustees' Expenses

There were no trustees' or directors' expenses paid for the year ended 30 September 2019 nor for the year ended 30 September 2018

Notes to the Financial Statements for the Year Ended 30 September 2019

STAFF COSTS 5.

	2019	2018
	£	£
Wages and salaries	100,934	94,930
Social security costs	15,357	11,923
Pension costs, defined contribution scheme	1,405	731
Warran and release	117,696	107,584
Wages and salaries	117,030	107,304

No employees had employee benefits in excess of £60,000 (2018 – none).

Pension costs are wholly charged to unrestricted funds

Employees are used to cover the lake's facilities as required. The following were employed during the year

		2019	2018
		No.	No
Executive team	(Part-time, all year)	2	2
Grounds staff	(Part-time, all year)	1	1
Superintendents	(Part-time, primarily 5 months May to September)	27	26
		30	29
TANGIBLE FIXED A		_1	-
	Land &	Fixtures &	Total

6.

TANGIBLE FIXED ASSETS	Land &	Fixtures &	Total
	Buildings	Fittings	Total
	£	£	£
COST			
At 1 October 2018	279,195	10,128	289,323
Additions	17,972	30,786	48,758
At 30 September 2019	297,167	40,914	338,081
DEPRECIATION		4.000	4.000
At 1 October 2018	3,616	1,266 3,763	4,882 7,738
Charge for year	3,975		
At 30 September 2019	7,591	5,029	12,620
NET BOOK VALUE			
At 30 September 2019	289,576	35,885	325,461
At 30 September 2018	275,579	8,862	284,441

Notes to the Financial Statements for the Year Ended 30 September 2019

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019	2018
	£	£
Accrued expenses	2,391	4,742
Deferred income		1,340
	2,391	6,082

8. DEFERRED INCOME

Deferred income comprises advanced Winter Dipper subscriptions, for which the sessions commence in October

2019

38 x	£
Balance as at 1 October 2018	1,340
Amount released in year	(1,340)
Amount deferred in year	-
Balance as at 30 September 2019	

2018

	£
Balance as at 1 October 2017	1,880
Amount released in the year	(1,880)
Amount deferred in year	1,340
Balance as at 30 September 2018	1,340

Notes to the Financial Statements for the Year Ended 30 September 2019

9. MOVEMENT IN FUNDS

2019				
	At 1	Net	Transfer	At 30
	October	movement in	between	September
	2018	funds	funds	2019
	£	£	£	£
Unrestricted funds				
General fund	75,000	18,437	(18,437)	75,000
Designated funds	445,394	-	18,437	463,831
TOTAL BUILDS	F20 204	10.427		F20 021
TOTAL FUNDS	520,394	18,437		538,831
2018				
	At 1	Net	Transfer	At 30
	October	movement in	between	September
	2017	funds	funds	2018
	£	£	£	£
Unrestricted funds				
General fund	75,000	30,887	(30,887)	75,000
Designated funds	418,693	(4,186)_	30,887	445,394
TOTAL FUNDS	493,693	26,701	**	520,394
Net movement in funds, included in the ab	oove are as fol	lows:		
2019				
2019		Incoming	Resources	Movement
		resources	expended	ın funds
		£	£	£
Unrestricted funds				
General fund		246,530	(228,093)	18,437
Designated funds			=	124
		246 520	(228,002)	10 427
TOTAL FUNDS		246,530	(228,093)	18,437
2018				
		Incoming	Resources	Movement
		resources	expended	ın funds
		£	£	£
Unrestricted funds				
General fund		224,473	(193,586)	30,887
		224,413	(133,300)	50,007
Designated funds			(4,186)	(4,186)
Designated funds TOTAL FUNDS		224,473	•	1 404.000 400 500 500

Notes to the Financial Statements for the Year Ended 30 September 2019

9. MOVEMENT IN FUNDS (CONTINUED)

Information regarding fund balances

Unrestricted funds:

The funds of the charity include unrestricted funds comprising of the following balances of income received in the general furtherance of the charity's object.

General fund:

General fund represents 'free reserves' available for spending on the furtherance of the charity's objects

Designated fund:

The Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside for future development

Transfer between funds

The transfer between funds is effected to demonstrate to stakeholders the level of reserves held which is over and above that specified within the reserves policy.

10. ANALYSIS OF NET ASSETS BETWEEN FUNDS

2019

	General	Designated	
	Fund	funds	Total
	£	£	£
Tangible fixed assets	÷	325,461	325,461
Cash at bank	77,391	125,961	203,352
Stock	Ħ	12,409	12,409
Creditors	(2,391)	**	(2,391)
TOTAL	75,000	463,831	538,831
*			
2018			
	General	Designated	As restated
	Fund	funds	Total
	£	£	£
Tangible fixed assets	3 .	284,441	284,441
Cash at bank	81,082	160,953	242,035
Creditors	(6,082)	-	(6,082)
TOTAL	75,000	445,394	520,394

Notes to the Financial Statements for the Year Ended 30 September 2019

11. RELATED PARTY TRANSACTIONS

During the financial year, the charity purchased a membership system from Mark Thompson, a trustee of the board. The amount spent in the year totalled £6,000, and there were no amounts outstanding at year end.

There were no related party transactions which required disclosure in 2018 See note 4 for details of transactions with trustees