Annual Trustees' Report and Unaudited Financial Statements for the Year Ended 30 September 2021

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Report of the Trustees for the Year Ended 30 September 2021

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 2021. 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

The trustees during the year were:

Andrew Asplin	Treasurer
Charles Booth	
Scott Fisher	
Alan Giles	
Ross Harley	
Ros Miller	Chair
Richard Spence	
Andrew Stewart	
Mark Thompson	

Since the end of the year Scott Fisher and Andrew Stewart have resigned and Daphne Hall, Nicola Harwin and Bronwen Lewis have been appointed trustees.

Executive Team Alison Laity Josephine Evans

General Manager Deputy General Manager

Report of the Trustees for the Year Ended 30 September 2021

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.

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.

Report of the Trustees for the Year Ended 30 September 2021

Significant activities

The principal activity is open-water swimming at Henleaze Lake.

Covid-19

The year continued to be heavily impacted by the national emergency of Covid-19. Club activities and operations were closed during the second and third lockdown periods from 5st November to 2nd December 2020 and 6th January to 29th March 2021. We continued to follow the Government guidelines and restrictions during the summer, only finally opening all buildings to members in October 2021.

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 numbers are carefully managed due to the need to limit the number of individuals on site at any one time for health and safety reasons. Because of the continued use of the online booking system we have been able to maintain safe numbers on site, manage staff resources efficiently and considerably increase access to the Lake by increasing member and community access user numbers. The Trustees seek to maximise the usage of the site by non-members for activities relevant to the club objectives, under a wider-usage programme. We have increased the opportunities for non-members to use the site and its facilities over recent years.

The Community Access (CA) scheme, started 3 years ago, is a system whereby registered users who are not Club members can swim as visitors when the site is not busy. CA numbers increased to 958 registered users

The Bristol & District Triathletes Club (BADTri) trained in the lake on Sunday mornings throughout the summer season. We were unable again this year to provide access to Charity and event swimmers (non-members). We hope these sessions will re-start next season.

The Almost Synchro synchronised swimming group also ran summer training sessions at the Lake on Saturday mornings from June to September

We were pleased to be able to increase the number of weekly social prescribing sessions at the Lake during 2021. 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. This provided added benefit to users in such a stressful year.

Report of the Trustees for the Year Ended 30 September 2021

ACHIEVEMENT AND PERFORMANCE

Charitable activities

This year the Club had a total of 3,025 members, comprising 2,489 adult members and 536 junior members (under 18-years). Winter swimming has continued to grow in popularity. It was severely disrupted by the second and third national lockdowns. However, we compensated winter swimming members for this by opening every day during April normally only opening on weekends.

The appointment of a Grounds Manager in 2020 has proved successful with Jodi Peacham introducing nature events for members and opening up and repurposing more usable lawn space.

The swimming limit was also extended giving considerably more space for both swimming and relaxation.

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 and delivered by an RLSS qualified trainer.

We carried out a large recruitment process in April 2021 and were pleased to employ 9 new superintendents.

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

The Trustees continued their review of the Club constitution and club management arrangements.

Performance

The total income for the period was £362,443 (2020: £259,763). This included interest of £763 (2020: £69). Total expenditure for the year was £342,585 (2020: £251,180). This gives a surplus for the year of £19,858 (2020: £8,583).

In addition to routine repairs and maintenance of £21,711 written off, the Balance Sheet highlights the capital costs, notably in tangible assets increasing from £336,122 to £405,370. There has been substantial work performed on the diving stage, a key feature of the lake, which needed a revamp. In addition, fundamental repair work was carried out on the toilet block roof. Other smaller permanent features around the lake were also included in the overall capital spend totalling to £86,966. This shows the club's commitment to developing all aspects of the lake, either to provide maintenance or improve the experience for our current and future members.

The company owns land and buildings which were initially gifted to the company on formation at nil cost, and subsequently included in the financial statements at £250,000. The estimated value for insurance purposes is regularly discussed with our insurance broker and insurers.

Report of the Trustees for the Year Ended 30 September 2021

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 £567,272 (2020: £547,414) – within this are £405,371 of tangible assets (including £250,000 for land), £162,860 of cash and (£959) net current liabilities. Financial stability has been maintained throughout the pandemic without the need for financial assistance from the government.

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.

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.

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 complete a review of the Club's constitution and its executive management.
- To continue work on the lake grounds and facilities including the provision of new office and storage space and the re-purposing of the car park area.
- To develop our communications with members to include quarterly EC updates
- Continue to develop the membership and booking system to facilitate the management of the charity and optimise access to charity facilities.

Report of the Trustees for the Year Ended 30 September 2021

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

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.

mun

Ros Miller - Trustee

Dated: 7 MMM 2022

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 2021 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.

S Crisp.

Stuart Crisp BSc FCA Corrigan Accountants Limited The Tramshed 25 Lower Park Row Bristol BS1 5BN

17 March 2022

Statement of Financial Activities (Incorporating an Income and Expenditure Account) for the Year Ended 30 September 2021

	2021 £	2020 £
INCOMING RESOURCES	Ľ	L
Donations and legacies	0	1,300
Incoming resources from charitable activities		
Swimming subscriptions	263,943	217,070
Winter dipper subscriptions	24,566	20,470
Swimming visitors	72,133 1,038	18,700 2,154
Income from trading activities Other incoming resources	1,058	2,134
Bank interest received	763	69
Total incoming resources	362,443	259,763
RESOURCES EXPENDED		
Charitable activities		
Wages	209,289	142,190
Training	13,790	4,551
Utilities	5,410	7,161
Insurance	19,994	15,932
Cost of stock Sundries	8,765	3,812
Affiliation fees	13,741 199	13,961 199
Repairs and maintenance: Routine	21,711	25,649
Repairs and maintenance: Major items	0	1,712
Water quality	12,609	14,876
Cardnet services	633	759
Depreciation	17,718	10,832
	323,859	241,634
Governance costs		
Administration	7,079	6,040
Professional fees	11,647	3,506
	18,726	9,546
Total resources expended	342,585	251,180
NET INCOMING RESOURCES	19,858	8,583
RECONCILIATION OF FUNDS	·	·
Total funds brought forward	547,414	538,831
TOTAL FUNDS CARRIED FORWARD	567,272	547,414

The notes form part of these financial statements

Henleaze Swimming Club (Company Number: 07011983) (Charity Number: 1132633) Balance Sheet At 30 September 2021

		2021	2020
	Notes	£	£
FIXED ASSETS	6		
Tangible assets		405,370	336,122
CURRENT ASSETS			
Cash at bank		162,860	205,502
Debtors	7	1,042	2,213
Stock		0	8,765
		163,902	216,480
CREDITORS			
Amounts falling due within one year	8	(2,000)	(5,188)
NET CURRENT ASSETS		161,902	211,292
TOTAL ASSETS LESS CURRENT LIABILITIES	S	567,272	547,414
NET ASSETS		567,272	547,414
FUNDS	9 & 10		
Unrestricted funds		567,272	547,414
TOTAL FUNDS		567,272	547,414

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2021.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 30 September 2021 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 2021

The financial statements were approved by the Board of Trustees on ... 17th March 2022 and were signed on its behalf by

- Miner Ros Miller - Trustee

Andrew Asplin - Trustee

The notes form part of these financial statements

Notes to the Financial Statements for the Year Ended 30 September 2021

1. 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 f.

Preparation of the accounts on a going concern basis

The Trustees consider it appropriate to prepare the Financial Statements on a going concern basis, which means that, based on reasonable forecasts and expectations, the Charity will be able to meet its liabilities as they fall due over the next 12 months. In reaching this conclusion, the Trustees have taken into account their best estimate of the financial impact of the Covid-19 pandemic. The situation continues to evolve, and there remains some uncertainty regarding the ability of the Lake to open normally throughout the coming year. Therefore the future impact of the pandemic on the Lake's resources cannot be forecast accurately at this time. However, based on the level of reserves held and the budget for the coming year, the going concern basis remains appropriate.

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.

Notes to the Financial Statements for the Year Ended 30 September 2021

2. ACCOUNTING POLICIES (Continued)

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	Straight line basis over 8 years
Buildings	Straight line basis over 10 years

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.

Notes to the Financial Statements for the Year Ended 30 September 2021

3. NET INCOMING RESOURCES

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

	2021	2020
	£	£
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 2021 nor for the year ended 30 September 2020.

Trustees' Expenses

There were no trustees' or directors' expenses paid for the year ended 30 September 2021 nor for the year ended 30 September 2020.

5. STAFF COSTS

	2021	2020
	£	£
Wages and salaries	191,946	136,045
Social security costs	14,046	4,141
Pension costs, defined contribution scheme	3,297	2,004
Wages and salaries	209,289	142,190

No employees had employee benefits in excess of £60,000 (2020 – 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:

		2021	2020
		No.	No.
Executive team	(Part-time, all year)	2	2
Grounds staff	(Part-time, all year)	3	2
Superintendents	(Part-time, primarily 5 months May to September)	21	24
		26	28

Notes to the Financial Statements for the Year Ended 30 September 2021

6. TANGIBLE FIXED ASSETS

	Land & Buildings	Fixtures & Fittings	Total
	£	£	£
COST			
At 1 October 2020	312,940	46,634	359,574
Additions	30,272	56,694	86,966
At 30 September 2021	343,212	103,328	446,540
DEPRECIATION			
At 1 October 2020	12,880	10,572	23,452
Charge for year	7,564	10,154	17,718
At 30 September 2021	20,444	20,726	41,170
NET BOOK VALUE			
At 30 September 2021	322,768	82,602	405,370
At 30 September 2020	300,060	36,062	336,122

7. DEBTORS

	2021	2020
	£	£
Accrued income	1,042	1,830
Other income		383
	1,042	2,213
	<u> </u>	

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Accrued expenses	2,000	5,188
Deferred income	-	-
	2,000	5,188

Notes to the Financial Statements for the Year Ended 30 September 2021

9. MOVEMENT IN FUNDS

2021

	At 1 October	Net movement in	Transfer between	At 30 September
	2020 £	funds £	funds £	2021 £
Unrestricted funds	Ľ	L	L	L
General fund	75,000	19,858	(19 <i>,</i> 858)	75,000
Designated funds	472,414		19,858	492,272
TOTAL FUNDS	547,414	19,858		567,272

2020

	At 1 October 2019	Net movement in funds	Transfer between funds	At 30 September 2020
	£	£	£	£
Unrestricted funds				
General fund	75,000	8 <i>,</i> 583	(8,583)	75,000
Designated funds	463,831		8,583	472,414
TOTAL FUNDS	538,831	8,583		547,414

Net movement in funds, included in the above are as follows:

2021

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds General fund Designated funds	362,443	(342,585) 	19,858
TOTAL FUNDS	362443	(342,585)	19,858

2020

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	259,763	(251,180)	8,583
Designated funds			
TOTAL FUNDS	259,763	(251,180)	8,583

Notes to the Financial Statements for the Year Ended 30 September 2021

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

2021

	General Fund £	Designated funds £	Total £
Tangible fixed assets	-	405,370	405,370
Cash at bank	75,958	86,902	162,860
Debtors	1,042		1,042
Stock	-	-	-
Creditors	(2,000)		(2,000)
TOTAL	75,000	492,272	567,272

2020

	General	Designated	Total
	Fund	funds	
	£	£	£
Tangible fixed assets	-	336,122	336,122
Cash at bank	77,975	127,527	205,502
Debtors	2,213	-	2,213
Stock	-	8,765	8,765
Creditors	(5,188)		(5,188)
TOTAL	75,000	472,414	547,414

Notes to the Financial Statements for the Year Ended 30 September 2021

11. RELATED PARTY TRANSACTIONS

During the year ended 30 September 2020, payments of £1,500 were made to Mark Thompson, a trustee of the board for software maintenance of the membership system. During the year ended 30 September 2021, further payments of £5,200 were made for software maintenance of the membership system.

See note 4 for details of transactions with trustees. There were no other related party transactions which required disclosure for year ended 30 September 2021.

12. CAPITAL COMMITMENTS

At 30 September 2021, the charity had capital commitments agreed for but not provided for in these financial statement of approximately $\pm 22,000$ (2020 - $\pm 40,000$).