

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

**Report of the Trustees and
Unaudited Financial Statements For The Year Ended
30 September 2011
for
Henleaze Swimming Club**

Henleaze Swimming Club

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Henleaze Swimming Club
Report of the Trustees
for the Year Ended 30 September 2011

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 2011. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

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	Appointed 4 March 2010	
Alan Giles	Appointed 4 March 2010	
Martin Griffies	Appointed 17 January 2011	
Colin Hannan	Appointed 4 March 2010	
Ross Harley	Appointed 8 September 2009	Treasurer
Derek Klemperer	Appointed 8 September 2009	
Joyce Klemperer	Appointed 4 March 2010	
Clare Meehan	Appointed 8 September 2009	
Grahame Moss	Appointed 4 March 2010	
Stephanie Perry	Appointed 4 March 2010	
Judith Rieser	Appointed 4 March 2010	
Richard Spence	Appointed 4 March 2010	
Andrew Stewart	Appointed 4 March 2010	Chair
Mark Thompson	Appointed 8 September 2009	
Linda Ward	Appointed 4 March 2010	Secretary
Executive Team		
Alison Laity		Administrator

Henleaze Swimming Club

Report of the Trustees for the Year Ended 30 September 2011

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Corrigan Associates Bristol LLP
Venturers House
King Street
Bristol
BS1 4PB

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.

Significant activities

The principal activity is open-water swimming at Henleaze Lake. In addition, the Club manages a stock of general coarse fish at Henleaze Lake subject to the Club objectives, and facilities are provided there for recreational fishing.

Henleaze Swimming Club
Report of the Trustees
for the Year Ended 30 September 2011

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. We are continuing with the weekday membership scheme introduced last year. This enables additional members to use the site during weekdays, which are less busy than weekends. 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; a team Southmead Midwife cross-channel swimmers used the lake for training during the year; the ASA Gloucester open-water championships, involving some 80 swimmers, were held at the lake; training at the lake was held as part of courses for lifeguarding; a group of teenage scouts used the facilities to achieve their fishing badges; and special sessions were made available to an assortment of non-members training for various charity swims.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The Club had 1878 members this season, including 325 juniors (under 18) and 320 weekday members (of whom 94 were juniors). This was an increase of 203 members compared with 2010. We were able to offer everyone on the waiting list the option of at least weekday membership. The numbers taking advantage of weekday membership have increased this year and it is likely that we shall continue with this type of membership.

This year we enrolled 166 adult angling associate members and 13 junior angling associate members. In addition there are 21 non-anglers registered as being able to accompany their partners at the Lake. There is no waiting list. Actions to reduce fish stock down to the Environment Agency recommended guideline continue. This is a key element of our ten-year management plan to improve the Lake water for swimmers, anglers and the fish stock. We hope to start to see some improvement next year, particularly in dissolved oxygen levels. However freshwater ecology is a complex area and it may be some years before we see obvious improvements.

The Club owns the Henleaze Lake site. The H.M. Land Registry title number is BL60682. Originally, there was a continuous strip of land on the cliff top owned by the club, and club officers would beat the bounds on an annual basis up to 1968. A loss of interest by the club at this time led to encroachment by some neighbours, who took possession of the cliff top through 'adverse possession'. However, for some years now we have been active in asserting ownership of all remaining cliff top land. A party of trustees made a physical inspection of club clifftop land on the west (Lakewood Road) side in August, the first such inspection for many years. Photographs and notes were made for the record, and will help in our management of this land as required. This will be repeated each year. Physical inspection is not possible on the east (Lake Road) side because we have no means of access. We rely here on annual licences, allowing use of club land with certain restrictions, which are circulated to all neighbours for their completion and return. We also adopted a pro-active policy of building a relationship with our many neighbours. This led to an open-evening for all neighbours held in August, which was very successful and will be repeated.

The Club considered its obligations to disabled members of the community, which led to the ratification of a disability report.

We made a first attempt at monitoring usage of the site and its facilities. We recorded 10,500 visits by members during the 5-month swimming season, the highest number on one day being 450.

Henleaze Swimming Club
Report of the Trustees
for the Year Ended 30 September 2011

ACHIEVEMENT AND PERFORMANCE

Performance

The total income for the period was £123,251. Total expenditure for the year was £124,968 giving a deficit of £1,717.

The historical cost of buildings and land in these company accounts is £nil although it has an estimated value for insurance purposes of £250,000.

FINANCIAL REVIEW

Reserves policy

In order to provide ongoing financial stability, the organisation aims to hold reserves at a level to cater for a period of up to two years severely curtailed income coupled with the cost of remedial work. This sort of situation could arise if water quality were to be badly compromised. Currently we have over £74,000 in unrestricted reserves which we consider sufficient.

Investment policy and objectives

The organisation does not currently have a formal investment policy.

FUTURE DEVELOPMENTS

Henleaze Swimming Club strives to create an environment where people of all ages and backgrounds can enjoy open-water swimming and recreational angling. 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, and Team GB won 2 silver medals at the Beijing Games. As for angling, we serve a community need with a tranquil site. We wish to use the site for angling in a way that complements the principal use for open-water swimming.

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 aims for the coming year are:

- To implement policies for the improvement of water quality
- To review a proposal for a sauna on the site
- To review our affiliation arrangements
- To consider options for greater use of the diving facilities
- To develop our initial links with the Royal Life-Saving Society (RLSS) and organise relevant training sessions where possible

RESTRICTED FUNDS

There are no restricted funds.

Henleaze Swimming Club
Report of the Trustees
for the Year Ended 30 September 2011

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Henleaze Swimming Club for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom 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;
- 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.

In accordance with company law, as the company directors, we certify that:

- So far as we are aware, there is no relevant information of which the company's independent examiners are unaware; and
- As the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant information and to establish that the independent examiners are aware of that information.

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

15 November 2011

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

Independent examiner's report to the Trustees of Henleaze Swimming Club

I report on the accounts for the year ended 30 September 2011 set out on pages seven to eleven.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 43(2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 43 of the 1993 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 43(7)(b) of the 1993 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the 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 you as 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 statements below.

Independent examiner's statement

In connection with my examination, no matter has 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 386 and 387 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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.

E J Corrigan FCA
Corrigan Associates Bristol LLP
Venturers House
King Street
Bristol
BS1 4PB

17 November 2011

Henleaze Swimming Club

**Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the Year Ended 30 September 2011**

	2011 Unrestricted funds £	2010 Total funds £
INCOMING RESOURCES		
Incoming resources from generated funds		
Donations, book sales and location fees	866	6,697
Incoming resources from charitable activities		
Swimming subscriptions	104,070	84,859
Swimming visitors	7,811	11,285
Fishing subscriptions	10,056	9,618
Fishing visitors	448	904
	122,385	106,666
Other incoming resources		
Reserves transferred from unincorporated entity	-	78,132
	123,251	191,495
RESOURCES EXPENDED		
Charitable activities		
Wages	53,430	45,304
Rates and Water	2,589	2,410
Insurance	1,489	1,550
Sundries	5,476	3,965
Affiliation fees	20,199	17,782
Repairs and maintenance: Routine	7,943	5,380
Repairs and maintenance: Major items	13,278	14,705
Water quality	12,407	12,173
Bank interest received	(26)	(17)
Cardnet services	320	308
	117,105	103,560
Governance costs		
Administration	4,872	5,442
Professional fees	2,991	5,806
	7,863	11,248
NET (OUTGOING)/INCOMING RESOURCES	(1,717)	76,687
RECONCILIATION OF FUNDS		
Total funds brought forward	76,687	-
TOTAL FUNDS CARRIED FORWARD	74,970	76,687

The notes form part of these financial statements

Balance Sheet
At 30 September 2011

	Notes	2011 Unrestricted funds £	2010 Total funds £
CURRENT ASSETS			
Cash at bank		79,821	81,715
CREDITORS			
Amounts falling due within one year	6	(4,851)	(5,028)
NET CURRENT ASSETS		<u>74,970</u>	<u>76,687</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		74,970	76,687
NET ASSETS		<u>74,970</u>	<u>76,687</u>
FUNDS			
Unrestricted funds	7	<u>74,970</u>	<u>76,687</u>
TOTAL FUNDS		<u>74,970</u>	<u>76,687</u>

The notes form part of these financial statements

Henleaze Swimming Club

**Balance Sheet - continued
At 30 September 2011**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2011.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 30 September 2011 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.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on 15 November 2011 and were signed on its behalf by:

Andrew Stewart - Trustee

Ross Harley -Trustee

The notes form part of these financial statements

Henleaze Swimming Club

Notes to the Financial Statements for the Year Ended 30 September 2011

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

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.

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.

2. OTHER INCOMING RESOURCES

	2011	2010
	£	£
Reserves transferred from unincorporated entity	<u>-</u>	<u>78,132</u>

The transfer of £78,132 relates to the surplus from the activities of the unincorporated entity passed to the limited company.

3. NET INCOMING RESOURCES

Net incoming resources are stated after charging:-

	2011	2010
	£	£
Cost of independent examination	<u>1,020</u>	<u>1,116</u>

Henleaze Swimming Club

Notes to the Financial Statements for the Year Ended 30 September 2011

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' or directors' remuneration or other benefits for the year ended 30 September 2011 nor for the period ended 30 September 2010.

Trustees' Expenses

There were no trustees' or directors' expenses paid for the year ended 30 September 2011 nor for the period ended 30 September 2010.

5. STAFF COSTS

	2011	2010
	£	£
Wages and salaries	<u>53,430</u>	<u>45,304</u>

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

	2011	2010
Administrators (Part-time, all year)	2	1
Superintendents (Part-time, 5 months)	<u>12</u>	<u>13</u>
	<u>14</u>	<u>14</u>

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2011	2010
	£	£
Social security and other taxes	436	528
Other creditors	3,395	3,384
Accrued expenses	<u>1,020</u>	<u>1,116</u>
	<u>4,851</u>	<u>5,028</u>

7. MOVEMENT IN FUNDS

	At 1/10/10	Net movement in funds	At 30/9/11
	£	£	£
Unrestricted funds			
General fund	<u>76,687</u>	<u>(1,717)</u>	<u>74,970</u>
TOTAL FUNDS	<u>76,687</u>	<u>(1,717)</u>	<u>74,970</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	<u>123,251</u>	<u>(124,968)</u>	<u>(1,717)</u>
TOTAL FUNDS	<u>123,251</u>	<u>(124,968)</u>	<u>(1,717)</u>