



Chesil Sailability Annual Report & Examined Accounts

1st January to 31st December 2017

Annual Report

1. Reference and Administrative Details

Charity name: Chesil Sailability

Charity Registration number: 1154416 (Registered 31st October 2013)

Principal office: Chesil Sailability, c/o 42 South Court Avenue, Dorchester, Dorset DT1 2BZ

Trustees:

During the year ended 31st December 2017

Hugh de longh (Chair Until 7th Feb)

Became Trustee 31st October 2013, re-elected 2015, re-elected 5th June 2017.

Kirsty Lydeard (Secretary)

Became Trustee 19th May 2014, re-elected 29th April 2015

Mike Clarkson (Treasurer)

Became Trustee 19th May 2014, re-elected 2015, re-elected 5th June 2017.

Philip Hall

Became Trustee 31st October 2013, re-elected 18th October 2016

Jane Buckle

Became Trustee 19th May 2014, re-elected 25th April 2015

David Griffith (Chair from 7th Feb)

Co-opted 7th Feb, Became Trustee 5th June 2017

Shaun Kerigan

Became Trustee 5th June 2017

Rob Lydeard

Became Trustee 5th June 2017

Simon Williams

Became Trustee 31st October 2013, re-elected 18th October 2016, Resigned 3rd April 2017

Marcus Frith

Became Trustee 19th May 2014, re-elected 29th April 2015, Resigned 27th Jan 2017

Bankers:

Lloyds Bank, Current & Deposit Account, 1-2 High West Street, Dorchester, Dorset, DT1 1UG

CAF Bank, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

Independent Examiner: Malcolm Lofts, Chartered Accountant, Stafford House, 10 Prince of Wales Road, Dorchester, Dorset, DT1 1P

2. Structure, Governance and Management

Governing Document

Chesil Sailability is a Charitable Incorporated Organisation (CIO), with a Constitution as its governing document, dated 18th March 2014 (as at last amendment).

Appointment of Trustees

All the current Trustees have been elected by Chesil Sailability members through the Annual General Meeting. The Constitution also allows Trustees to be co-opted. All Trustees are unpaid.

Organisational structure

In early 2017, reflecting the difficulties in securing sufficient volunteers to ensure adequate separation between the Board and the Management Committee, on 7th March 2017 the Board abolished the Management Committee and divided the Board meetings into Strategic and Operational sections.

Affiliation

Chesil Sailability is affiliated to Royal Yachting Association Sailability, and is accredited by Royal Yachting Association Sailability for disability sailing at our venue.

Risk Management

The Board of Trustees and the Committee of Chesil Sailability believe that sound risk management is integral to both good management and good governance practice, and a culture of risk management is embedded throughout the charity.

Risk management should form an integral part of the charity's decision-making and be incorporated within strategic and operational planning.

A Register of Risk Assessments is maintained, identifying the main areas of risk and the relevant specific Risk Assessment and review cycle.

3. Charity Objects

The charitable object of Chesil Sailability is:

'To promote the equality, inclusion and relief and the rehabilitation and good health of disabled people and to improve their conditions of life through providing and assisting in the provision of activities, facilities, equipment and services to enable them to participate in healthy recreation and in particular but not exclusively in sailing and other watersports.'

Chesil Sailability implements its charitable object by providing sailing opportunities for people with disabilities (physical disabilities, learning difficulties or long term health conditions). We provide opportunities for people to sail such for the experience and for fun, to learn to sail, and to sail competitively or to progress in any other aspect of sailing.

We are based at the Weymouth & Portland National Sailing Centre, which hosted the 2012 Paralympics, so has excellent accessible sailing facilities. We have a range of accessible sailing boats, the main ones being Hansa 303s, a Hawk 20 and a Squib.

Chesil Sailability is run entirely by volunteers, they are the backbone of what we do, and the time and skills that volunteers bring are invaluable. Volunteers run the sailing sessions, and also all the background administration, finances, funding, maintenance, etc.

The Trustees have had due regard to the guidance from the Charity Commission on Public Benefit, as our activity is in accordance with our charity's purpose, and is for the public benefit.

4. Summary of Main Achievements

Chesil Sailability's Mission, under the Strategic Plan, is:

'To develop a hub for local and national volunteers that attracts sailors, supporters and volunteers who are motivated by a commitment and passion to make positive contributions to Chesil Sailability, and the sport of sailing, racing and the community'.

Sailing Achievements

There were 22 Tuesdays between the beginning of May and the end of September 2017.

We held sailing sessions on 14 of these Tuesdays and land based sessions on a further three making a total of 17 sessions, in 2016 12 sailing sessions were held.

In addition we sailed at Bart's Bash and during the Hansa Training event at the end of September adding a further 4 sessions. This left the final 2017 sailing total at 18 sessions.

In 2016 we managed 161 individual sailing sessions, in 2017 we provided 200 individual sailing sessions on a Tuesday evening and if we take into account Bart's Bash and the Hansa event this rises to 235 individual sailing sessions.

Our busiest months were May and August with 51 and 55 individual session respectively and the quietest was September with 26.

Cancellations.

The main reason for cancelling a session has been winds above our safety limits, over 30 knots on two occasions and over 20 knots on two occasions. Once we cancelled a sailing session for no wind. We did not hold a session in the first week of May as we were still training volunteers.

Regular Sailors.

RYA Sailability defines a regular sailor as someone who attends more than three times in a month. In May we had 14 regular sailors rising to 19 in August. The highest number of regular sailors in any month in 2016 was 15.

Landbased Sessions.

Following requests made by sailors at one of our social sessions in early 2017 we trialed holding a land based session on evenings when we had to cancel a sailing session. Three sessions on sailing topics were run by volunteers. Whilst a formal record was not kept of the numbers attending anecdotally more volunteers than sailors attended and the total number at each session remained at about 10 members.

Volunteers.

We have 40 active volunteers registered on our DutyMan system. These volunteers are asked to register on the system to fill the roles that are needed to run a safe and enjoyable sailing session. Analysis of the historic DutyMan records show that:

32 of these volunteers performed 5 or more duties.

27 of these volunteers performed 10 or more duties.

21 of these volunteers performed 15 or more duties.

11 of these volunteers performed 20 or more duties.

The level of commitment and support shown by our volunteers is wonderful to see.

Vessels.

The most used sailing vessels were our four Hansa 303 dinghies and the Hawk 20. These were used at all of our sessions. The Squib was used slightly less and towards the end of the season a volunteer kindly brought his Cornish Shrimper over for a few sessions. The two RIBs Zoe and Lingbo were used as safety boats at all sessions and on three occasions we were able to borrow an additional RIB from WPNSA to boost our safety cover.

Availability of Vessels

Over the 2017 season we always had our RIBs and sailing vessels available for our sessions and on no occasion did we have to reduce the offer to our sailors due to a breakdown. Additionally whilst we noticed a lot of breakages during the high winds at the Hansa Event we had 100% serviceability for the Chesil Sailability vessels. This is, a testament to the hard work of the Bosun team who maintain our vessels so diligently throughout the year.

Summary.

In 2017 we sailed more sessions for more sailors than in 2016, with a fantastic level of support from our volunteers.

Strategic Plan

The Strategic Plan also has a number of aims, and examples of how these have been achieved during the year are as follows:

- Community. Due to volunteer availability we were not able to take part in the RYA Push the Boat Out scheme this year but hope to do so in 2018. Three of our vessels took part in the 2017 Bart's Bash community sailing event.
- Youth. We have some young sailors with disabilities, but developing a focused programme working with young people remains an aspiration.
- Inclusivity. Membership & Session fees are maintained at a low and affordable level to ensure all can participate, and we have, with funding support, a Bursary Fund to help those who would struggle to meet our fees.
We work with carers to give them the opportunity to come sailing as well.
- Partnerships. The Weymouth & Portland National Sailing Academy and the Chesil Sailing Trust continue to be very supportive to Chesil Sailability. We are also very well supported by the Andrew Simpson Sailing Centre and there are strong links with the local sailing clubs.
- Excellence. We supported RYA Sailability in running a Hansa training weekend, and our operational management was highly commended by RYA Sailability and sailing participants.

- Governance. We started a simple feedback process from members, sailors and volunteers alike, to enable continuous improvement. This ranged from suggestions for small practical improvements to big ideas, and progress on feedback is reviewed monthly by the Board. The Board also started to develop a structured standards and assessment process for key operational roles, with an element of external assessment to ensure this is robust. The first stage will continue in early 2018, and be refined and extended thereafter.

5. Finance

Sources of funds

As maintaining sailor fees at an affordable level is a priority for us, and so generates limited income, we have to be pro-active about securing funding. During the year, funding has come from a number of sources:

- Sailor & member fees and session fees. This represents a small proportion of our income as we maintain fees at an affordable level.
- Own fundraising. Volunteers did some fund-raising activities, all of which are really valuable. In the medium term, we intend increasing our local fundraising activity to provide a larger part of our income.
- Grants. We secured some grants towards our general running costs, although most of our grant income was for specific projects or equipment.
- Donations. Many individuals and local organisations have supported us with donations, particularly appreciated both as this helps our finances considerably, and because of the local support it demonstrates.

Expenditure

The main fixed costs are insurance and Facility fees, then maintenance. There were no capital purchases this year. A summary of the Income and Expenditure costs, including a comparison with the financial year 2016, is given below.

Reserves Policy

Chesil Sailability Reserves policy during this year was to have reserves which:

- cover at least 4 months' running costs (within Charity Commission recommended range)
- enable us to cover replacement of any essential equipment quickly
- help with cash flow, as some of the big expenses are at the early part of the year
- help forward fund grants when grant payments are in arrears

In implementing this policy, Chesil Sailability held Reserves of £7,000 during 2017.

Carry forward to 2018

Of the £18k of unrestricted funding carried forward from the end of 2017 to the start of 2018, we will increase our Reserves to a total of £10k, which builds our financial resilience. The remaining £8k has been carried forward to go towards an anticipated shortfall in the 2018 Income & Expenditure budget.

The Board is also considering starting a separate Replacement Fund for key equipment, e.g. RIB engines, the cabin, working to a planned replacement cycle, and setting aside some funding each year so we have some funds in hand to support funding applications for these high cost items when needed. A part of the remaining £8k may be used to start building this Fund.

Summary of Income & Expenditure costs

Income	<i>Proportion</i> %	2017 £	2016 £	<i>Change</i> %
Membership & session fees	9.6	2,160	1,275	69.4
Grants	39.5	8,885	6,084	46.0
Donations	46.7	10,518	7,848	34.0
Fundraising	1.0	221	265	-16.6
Other income (Gift Aid, events etc.)	3.3	737	908	-18.8
Total income	100	22,521	16,380	37.5

Expenditure	<i>Proportion</i> %	2017 £	2016 £	<i>Change</i> %
Insurance	20.1	3,695	4,025	-8.2
Facility fees	21.3	3,916	3,874	1.1
Administration & governance	5.9	1,092	613	78.1
Repairs, fuel & renewals	23.9	4,403	2,894	52.1
Training	0.9	158	260	-39.2
New boats & equipment	23.1	4,256	18,105	-76.5
Other expenditure	4.9	898	1,560	-42.4
Total expenditure	100	18,418	31,331	-41.2

Total funds held at end of year

27,811	23,708	17.3
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Major items purchased in 2017	£
No major items purchased in 2017	
Total	0

Accounts (Examined)

To be inserted once passed & signed