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**Chesil Sailability**

**Annual Report & Examined Accounts**

**1st January to 31st December 2018**

**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 30 Old Brickfields, Broadmayne, Dorchester, Dorset, DT2 8UY

**Trustees:**

During the year ended 31st December 2018

David Griffith (Chair from 7th Feb 2017, re-elected as Chair 14th May 2018)

Co-opted 7th Feb 2017, became Trustee 5th June 2017.

Hugh de Iongh (Chair until 7th Feb 2014)

Became Trustee 31st October 2013, re-elected 29th April 2015, re-elected 5th June 2017.

Kirsty Lydeard (Secretary)

Became Trustee 19th May 2014, re-elected 29th April 2015, re-elected 14th May 2018.

Mike Clarkson (Treasurer)

Became Trustee 19th May 2014, re-elected 29th April 2015, re-elected 5th June 2017.

Philip Hall

Became Trustee 31st October 2013, re-elected 29/04/2015, re-elected 18th October 2016.

Jane Buckle

Became Trustee 19th May 2014, re-elected 29th April 2015, re-elected 14th May 2018

Resigned 11th Nov 2018.

Shaun Kerigan

Became Trustee 5th June 2017.

Rob Lydeard

Became Trustee 5th June 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 1PW

1. **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

The orgainsational structure of the charity has remained unchanged in 2018.

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.

1. **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 four Hansa 303s, two Hawk 20’s 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.

1. **Summary of Main Achievements**

Chesil Sailability’s Aims and Objectives are:

**Aims:**

* Provide opportunities for people with disabilities to sail for fun, to learn to sail, to progress to sailing competitively, or any other aspect of sailing, regardless of disability.
* Provide a sailing experience which is valued by people with disabilities, and becomes an important part of what they do.
* Actively support progression and personal development for sailors and volunteers in whichever area they are interested in.
* Provide access to world class sailing facilities both for local people with disabilities, and at a national level

**Objectives:**

* Increase our sailor numbers, through more individual sailors and with groups
* Build the numbers of sailors who sail regularly with us
* Introduce new people to sailing, as well as those who have been sailing before
* Run sailing sessions which are fun for sailors, and include challenge where appropriate
* Value volunteers, and make sure volunteering with Chesil Sailability is a fun and rewarding experience
* Develop more involvement of sailors & volunteers in the development of Chesil Sailability as a whole
* Work with partners to deliver national level events

**Report on 2018 sailing season**

* Increased number of sailors coming along to our sessions.
* Continued generous support from our volunteers and benefactors.
* Hosting the RYA Training for the Sailors attending the Hansa Worlds in Japan
* Collaboration with the RYA and Help for Heroes selecting the Team GB sailors for the 2018 Invictus games.
* Supporting Spencer Bull, an Invictus Games competitor with some additional training sessions.
* The arrival of our second Hawk 20 Keelboat “Swallow”.
* Working with the RYA on Sailactivity, a new model for feedback.
* Trialling ‘group sailing sessions’ for a local Day Centre.
* Improving the Doodle Booking System.

This season we held 20 out of a planned 23 Tuesday evening sessions, only losing three when the winds went above our safety limits. Our 44 registered sailors participated in 305 flights and three stalwarts sailed 19 of the possible 20 sessions. Counting the additional sessions for Invictus Games, Bart’s Bash and the group trial, we enjoyed an incredible 27 sessions.

Our team of 55 volunteers worked very hard to make these sessions possible maintaining and preparing our boats, acting as helms and crews, running the pontoons, reception and reception link and ensuring all of the essential equipment was available. A small number of generous volunteers undertook 30 or more duties for Chesil Sailability, some of which were ‘behind the scenes’, whilst many volunteers did at least 20 duties. We are immensely grateful to everyone.

 The Trustees have been working hard to make sure that Chesil Sailability is in a sound financial position. We have received some significant contributions this year:

* Donations were made in memory of two local people; Kevin Keeler and Mark Coombs. We are very grateful to their families for supporting Chesil Sailability at a time of their bereavement.
* The Triple Play concert and talks by D and Michael Gill brought in much welcomed donations.
* Vicky and Nick Finding raffled a lovely painting and bags of soil improver, raising a very healthy sum for us.
* The Corner House Inn on Portland gave £640

There have been more donations than space here allows us to list, but all together an amazing £9055 has been received.

Fund-raising has been an important source of our income with activities such as the ‘fun swim’, cake sales and the hire of our Hansa’s to the RYA raising over £1300. Thank you to everyone who has been involved - even the smallest contribution makes a real difference.

 We have also been fortunate to secure some significant grants to help with major purchases:

* £5000 from the Rod Shipley Memorial Fund to support the purchase of Swallow
* £5400 from the Clothworkers Foundation to purchase a new trailer, outboard and other equipment for Swallow
* £3500 from the Clare Milne Trust for the balance of the purchase price for Swallow and three years running costs.
* A number of local Masonic Lodges have given £900 towards the purchase of new lifejackets
* The Dorchester Rotary Club funded the purchase of Rig Tubes and an anemometer.
* Weymouth & Portland Borough Council supported the purchase of lifejackets.

During the season we have worked with the RYA to develop and use the Sailactivity feedback application. This aims to give us information as to how our members feel attending sailing sessions help them in 4 health related areas. Our scores were:

 Well Being                             4.66 out of 5

Connection with Others         4.57 out of 5

Activity                                   4.28 out of 5

New Skills                              4.24 out of 5

 Thank you to all of the sailors and volunteers that have taken the time to give feedback. Of the 20 Sailability sites across the RYA, we completed the most records and achieved the highest scores.

**Summary.**

In 2018 we sailed more sessions for more sailors than in 2017, with a fantastic level of support from our volunteers. We also helped run 2 national level events with partners.

1. **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.
* 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 maintenance, facility fees then insurance. We purchased another Hawk 20 Keel boat in 2018, grant funding met the costs of this additional vessel. A review of our fleet identified vessels that were too complicated or volunteer intensive to use, supported by restricted funding for running costs. The vessels were sold to other organisations more able to make full use of them and the funding was returned to the Clare Milne Trust. The proceeds of these sales together with a new grant from the Clare Milne Trust funded the purchase of the new Hawk “Swallow”. The Board of Trustees are grateful to both the Claire Milne Trust and the Rod Shipley Memorial fund for their understanding and support with this project.

A summary of the Income and Expenditure costs, including a comparison with the financial year 2017, is given below.

Reserves Policy

Chesil Sailability’s Reserves Policy during this year was to have reserves which:

* cover at least 9 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 £10,000 during 2018

Carry forward to 2019

Of the £ 23,000 of Unrestricted Funding carried forward from the end of 2018 to the start of 2019, we will increase our reserves to a total of £20,000, which builds our financial resilience. These reserves comprise £12,000 for operating costs (approx. 9 months) and £8,000 for replacement of key equipment and assets.

The Board has started this separate Replacement Fund for key equipment and assets, 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.

**Summary of Income & Expenditure**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Income** | *Proportion* | **2018** | **2017** | *Change* |
|  | *%* | **£** | **£** | *%* |
| Membership & session fees | *5.6* | **2,185** | 2,160 | *1* |
| Grants | *40.0* | **15,664** | 8,885 | *76* |
| Donations | *23.1* | **9,055** | 10,518 | *-14* |
| Fundraising & charitable activities | *3.6* | **1,404** | 221 | *535* |
| Sale of assets | *24.1* | **9,450** | 0 |  |
| Other sales | *0.0* | **0** | 60 | *-100* |
| Other income (Gift Aid, event fees etc.) | *3.6* | **1,413** | 677 | *109* |
| Total income | *100* | **39,170** | 22,521 | *74* |
|  |  |  |  |  |
| **Expenditure** | *Proportion* | **2018** | **2017** | *Change* |
|  | *%* | **£** | **£** | *%* |
| Insurance | *11.1* | **3,113** | 3,695 | *-16* |
| Facility fees | *13.7* | **3,836** | 3,916 | *-2* |
| Administration & governance | *5.4* | **1,529** | 1,092 | *40* |
| Repairs, fuel & renewals | *18.7* | **5,238** | 4,403 | *19* |
| Training | *0.1* | **30** | 158 | *-81* |
| New boats & equipment | *37.2* | **10,429** | 4,256 | *145* |
| Asset sales proceeds returned to funder  | *10.0* | **2,800** | 0 |  |
| Other expenditure | *3.9* | **1,087** | 898 | *21* |
| Total expenditure | *100* | **28,061** | 18,418 | *52* |
|  |  |  |  |  |
| **Total funds held at end of year** |  | **38,919** | **27,811** | *40* |
|  |  |  |  |  |
|  |  |  |  |  |
| **Major items purchased in 2018** | *£* |  |  |  |
|  |  |  |  |  |
| Hawk 20 sailboat | *7,000* |  |  |  |
|   |  |  |  |  |
| Total | *7,000* |  |  |  |

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**David Griffith**

**Chair of Board of Trustees**

**Accounts (Examined)**

To be inserted once passed & signed