



# 2024 AGM Minutes

The **Annual General Meeting** of the **National School Sailing Association** took place on Microsoft Teams, on Tuesday 26th November 2024, at 7:30pm. Quorate was achieved.

1. Apologies for absence – Tom Rushbridge, Jen Conway, Fiona Spence, Diana Thompson
2. Approval of Minutes of the AGM held on Microsoft Teams, on Wednesday 8<sup>th</sup> November 2023, at 7:30pm.  
  
Proposed by: Martin Passmore                      Seconded by: Vivienne Brookes
3. Matters arising from these minutes -  
  
A Child Protection Officer has been appointed.
4. Chairman's report - See attached report in the appendix below.
- 5.
6. Treasurer's report - See attached report and accounts in the appendix below.  
  
Proposed by: Martin Styles                      Seconded by: Carole Blades
7. Motion to appoint an independent examiner of the accounts of the Association for 2024-2025. Nomination: Rachel Crawford ACA.  
  
Proposed by: Martin Styles                      Seconded by: Viv Brookes
8. To elect the NSSA Vice-Presidents for 2024-2025.  
Nominations for Vice Presidents:

|                   |                    |
|-------------------|--------------------|
|                   | Kemp, Adrain (MBE) |
| Blannin, Anna     | Passmore, Martin   |
| Conway, Jennifer  | Rangecroft, Andy   |
| Dennison, Michael | Ransom, Neill      |
| Denton, John      | Rusbridge, Thomas  |
| Edwards, Michael  | Styles, Martyn     |
| Ellis, Mel        | Tilsley, John      |
| Gaddes, Elena     | Tingle, Ralph      |
| Goodison, Paul    | Williamson, David  |
| Jones, Stuart     | Steph Blondell     |
| Jon Leeding       | Vivien Brookes     |

Proposed en bloc by: James Conway

Seconded en bloc by: David Bain



9. To elect the Officers of the Association for 2024-2025. The following are willing to stand for election:

|                             |                |
|-----------------------------|----------------|
| <b>Chair</b>                | Steven Lloyd   |
| <b>Vice Chair</b>           | James Conway   |
| <b>Honorary Secretary</b>   | Ruth Attridge  |
| <b>Honorary Treasurer</b>   | Jonathan Sweet |
| <b>Safeguarding Officer</b> | Carole Blades  |

Proposed en bloc by: Viv Brookes      Seconded en bloc by: Mike Weighill

10. To elect the members of the Sub-committee for 2024-2025:

**General Committee**

Ed Sibson  
Emily Castle  
Michael Weighill  
Nathan Wilmott-Miller

Proposed en bloc by: Ruth Attridge      Seconded en bloc by: Carole Blades

David Bain was also co-opted onto the General Committee

10. Proposal to set the membership fees of the Association. (Effective from 1 April 2025)

The Executive Committee seeks to set the membership fees as follows:

*Individual unit Members:*

*Adult and Family - up to two adults and any of their children (who do not reach their 19th birthday during the membership year) living at the same address.....£20*

*Youth.....£10*

*Organisations:*

*Individual Establishments (Inc: Local Associations, Clubs & Schools).....£20*

Proposed by: Viv Brookes      Seconded by: Ruth Attridge

11. AOB – none raised

Meeting closed at 19:58pm

**Appendix**



## 2023-24 Chairman's Report

It is with pleasure that I present my annual report. We are again at the end of the year and I can confirm that it is true and they get quicker with each one that passes! We have had another year of successful events across some spectacular venues with some great sailing. It was particularly lovely returning to Bassenthwaite for the Regatta in the summer and Burton for a second time for Single Handed Team Racing.

Those of you who attended the Single Handed will have noticed that we have been gifted a full set of NSSA branded topper sails which, as well as simplifying some of the future event administration, sit alongside the branded rash vests to provide a professional image. We have also acquired an additional six toppers and two six stack trailers. Thanks particularly to Mike who was instrumental to the running of the Single Handed Team Racing and has also put a lot of effort sorting the new toppers and equipment.

Jon will cover finances within his separate Treasurers report, but we remain strong financially growing both our cash and asset position.

As mentioned last year, Jon and Viv are stepping down at this AGM. Both have put a huge amount into the NSSA over the years. On behalf of the NSSA and particularly myself and the other members of the committee I would like to thank them both, wish them all the best for the future and look forward to hopefully seeing them at some future events.

Subject of course to the formalities of this meeting we welcome Carol Blades as our new Safeguarding Officer and thank Ed, Emily, Mike and Nathan for their support as committee members.

It is with sadness we heard that Terry Beale passed earlier this month. Terry was involved in NSSA for many years, including the early Single Handed Team Racing Events at Upton Warren and was one of our Vice Presidents. On behalf of the NSSA we extend our sincere condolences to his family and friends.

For the last few years I've mentioned the structure of the organisation and the constitution. We have operated for a year as a single committee. This has worked well operationally and, whilst we remain within the bounds of the current constitution, we continue to review the structure and still intend to propose amendments to the constitution.

I look forward to working within our team and members for the year ahead to develop our organisation and help ensure we offer opportunities through sailing to children and young people for many years to come.

Steven Lloyd  
Chairman of the National School Sailing Association.  
26<sup>th</sup> November 2024



## NSSA Treasurer's Report 2023-24

November 2024

Highlights from the Income/Expenditure sheet

- Subscriptions (all membership categories) are healthy.
  - You might recall that the £5000 from 2022-23 included around £1200 from 2021-22 (PayPal account balance). Therefore, the actual membership income for 2022-23 is around £3850.
  - 2023-24 shows membership income dropped slightly: £3500 vs £3850.
- Donations: thank you to Peak Processing for a very generous donation.
- Regatta income: SHTR at Bartley was the only event to go fully through NSSA accounts (small profit), hence the drop in both income and expenditure relating to regattas.
- Expenditure is broadly the same throughout
  - Equipment: £3583 on new bibs for team racing – long overdue!
  - Regatta bursaries (Draycote NYR) were particularly popular – committee decision to support as many sailors as possible.
  - Presidents Award: represents over 1/3 of total expenditure, a significant sum which isn't really covered by income, unless donations are received. Is this sustainable?

And on the balance sheet

- Payments in advance represents a deposit for the Presidents Award trip in August 2024.
- Liabilities: Invoice unpaid at year end £880 to Peak Processing for IT.

Overall, the association remains in a comfortable financial situation, and the committee is actively looking to set aside funds to ensure a secure future for the association.

Jon Sweet  
NSSA Treasurer  
24<sup>th</sup> November 2024



NSSA Income/Expenditure Account for year end 31 March 2024

| INCOME                          | Unrestricted Funds | Restricted Funds | 2023/24          | Unrestricted Funds | Restricted Funds | 2022/23          |
|---------------------------------|--------------------|------------------|------------------|--------------------|------------------|------------------|
| Subscriptions - note 8 (Paypal) | 3,500.34           |                  |                  | 5,049.55           |                  |                  |
| Donations                       | 11,500.00          |                  |                  | 1,411.04           | 5,000.00         |                  |
| RYA Grant                       | -                  |                  |                  | -                  |                  |                  |
| Interest/Divi: Current acct     | -                  |                  |                  | -                  |                  |                  |
| Equity Fund Div.                | 273.28             |                  |                  | 273.28             |                  |                  |
| Deposit Account                 | 532.14             |                  |                  | 186.61             |                  |                  |
| Sales                           | -                  |                  |                  | -                  |                  |                  |
| President's Award               | -                  | 200.00           |                  | 250.00             |                  |                  |
| Gross regatta income - Note 3   | 3,582.00           |                  |                  | 9,510.00           |                  |                  |
| <b>SubTotal</b>                 |                    |                  | <b>19,587.76</b> |                    |                  | <b>21,680.48</b> |
| Share value increase            | 850.71             | -                |                  |                    |                  | -                |
| <b>Total Income</b>             |                    |                  | <b>20,438.47</b> |                    |                  | <b>21,680.48</b> |
| <b>EXPENDITURE</b>              |                    |                  |                  |                    |                  |                  |
| Subs to RYA & NCSS              | 383.60             |                  |                  | 367.00             |                  |                  |
| Administration                  | 1,093.06           |                  |                  | 1,128.95           |                  |                  |
| Meetings/travel                 | -                  |                  |                  | 248.53             |                  |                  |
| Equipment repairs & renewals    | 3,663.67           |                  |                  | 677.80             |                  |                  |
| President's Award               | -                  | 5,605.10         |                  | 1,950.00           | 4,550.00         |                  |
| Grants/Awards                   | 500.00             |                  |                  | 500.00             |                  |                  |
| Liability and Property Ins.     | 1,080.62           |                  |                  | 1,070.48           |                  |                  |
| Publicity - Dinghy Show/website | -                  |                  |                  | 360.96             |                  |                  |
| Bursaries                       | 1,638.00           |                  |                  | 335.00             |                  |                  |
| Gross Regatta Expenses - Note 3 | 2,302.92           |                  |                  | 7,246.78           |                  |                  |
| <b>Sub Total</b>                |                    |                  | <b>16,266.97</b> |                    |                  | <b>18,435.50</b> |
| Depreciation of Equipment       |                    |                  | 350.00           | 1,290.00           |                  |                  |
| Share value decrease            |                    |                  |                  | 369.63             |                  |                  |
| <b>Total Expenditure</b>        |                    |                  | <b>16,616.97</b> |                    |                  | <b>20,095.13</b> |
| <b>Surplus/(Deficit)</b>        | <b>3,821.50</b>    |                  |                  | <b>1,585.35</b>    |                  |                  |



**NSSA Balance Sheet at 31 March 2024**

|   | 2023/24   |           | 2022/23   |           |
|---|-----------|-----------|-----------|-----------|
| Fixed Assets                              |           |           |           |           |
| Tangible Assets                           |           |           |           |           |
| Equipment at cost:                        | 11,398.93 |           | 9,648.93  |           |
| Toppers                                   |           |           | 1,750.00  |           |
| Less proceeds on sales                    |           |           |           |           |
| Sub Total                                 | 11,398.93 |           | 11,398.93 |           |
| Less depreciation prev.w/o                | 9,998.93  |           | 8,708.93  |           |
| Less depreciation - Note 4                | 350.00    |           | 1,290.00  |           |
| Fixed assets valuation                    |           | 1,050.00  |           | 1,400.00  |
| Investment assets - Note 2                |           |           |           |           |
| No. of COIF shares                        | 501.60    |           | 501.60    |           |
| Share price (p)                           | 2,043.26  | 10,248.99 | 1,873.66  | 9398.28   |
| Payments in advance - Note 9              | 1,449.00  |           |           |           |
| Debtors - Note 7                          |           |           | 4,060.00  |           |
| Reserve Fund                              | 11,643.49 |           | 10,838.07 |           |
| CIH and at bank                           | 10,140.06 |           | 1,110.95  |           |
| Restricted Funds - Note 6                 | 4,134.90  |           | 9,540.00  |           |
| Regatta Contingency                       | 9,000.00  |           | 9,000.00  |           |
| Boat Fund                                 | 1,710.36  |           | 1,710.36  |           |
| Damage Liability Contingency              | 5,000.00  |           | 5,000.00  |           |
| PayPal balance - Note 8                   | 5,729.13  |           | 3,608.25  |           |
| Net Current Assets                        |           | 48,806.94 |           | 44,867.63 |
| Total Assets                              |           | 60,105.93 |           | 55,665.91 |
| Pre Paid Subs 2024/2025                   |           | -         |           | -         |
| Peak Processing invoice 2023/24 - note 10 |           | 880.00    |           | 261.48    |
| Total Liabilities                         |           | 880.00    |           | 261.48    |
| Total Net Assets                          |           | 59,225.93 |           | 55,404.43 |
| Accumulated Fund                          |           |           |           |           |
| Balance at 31/3/2023                      |           | 55,404.43 |           | 53,819.08 |
| Surplus/(Deficit) for the year            |           | 3,821.50  |           | 1,585.35  |
| Balance at 31/3/2024                      |           | 59,225.93 |           | 55,404.43 |





## **Note to the Financial Statements for year ending 31 March 2024**

### **1. Accounting policies**

These accounts are drawn up on an accruals basis and include a Balance Sheet. An Annual Return, on a Receipts and Payments basis, is submitted to the Charity Commission

### **2. Investment Assets**

The shares referred to are share in the COIF Charities Investment Fund. The Charities Official Investment Fund (COIF) is a fund available only to charities and is managed by CCLA Investment Management Ltd., 85 Victoria Street, London, EC4V 4ET

### **3. NSSA regattas**

The amount shown is the net proceeds of the NSSA national regattas during this period:

- National Youth Regatta, Draycote
- Singlehanded team racing, Bartley
- Doublehanded team racing, Banbury

### **4. Depreciation**

The equipment shown on the Balance Sheet has been depreciated linearly at an annual rate of 20%.

### **5. Audit**

The association is indebted to Rachel Crawford FCA for acting as honorary independent examiner and her attached report form part of these accounts.

### **6. Current Assets & Restricted funds**

The amounts in "Restricted Funds" headings represent funds allocated to the NSSA Presidents Award. The Balance Sheet amount is made up of past donations less net costs associated with the Presidents Award.

### **7. Debtors**

All debtors from the previous year are cleared. No debtors for the current year.

### **8. Paypal balance - £5729**

Paypal balance is now declared separately.

### **9. Payments in advance - £1449**

Deposit payment to Tall Ships Youth Trust for Presidents Award trip due to take place in August 2024.

### **10. Liabilities: Peak Processing invoice – estimated £880**

Invoice not yet received.

Signed *Jon Sweet*

Date 27/09/24

**Jonathan Sweet**  
NSSA Treasurer



## **Independent Examiner's Report of the Trustees of the National School Sailing Association**

I report on the accounts for the year ended 31 March 2024, which are set out on pages 1 to 3.

### **Respective Responsibilities of Trustees and examiner**

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed. It is my responsibility to:

Examine the accounts (under section 43 of the Act),

To follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act), and

To state whether particular matters have come to my attention

### **Basis of independent examiner's statement**

My examination was carried out in accordance with General Directions given by the Charity Commissioners. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion of the accounts

### **Independent examiner's statement**

In the course of my examination, no matter has come to my attention

1. Which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
  - a. Proper accounting records are kept (in accordance with section 41 of the Act); and
  - b. Accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

**Signed** *Rachel Crawford*

**Date** 27/09/24

**Rachel Crawford ACA**  
Honorary Independent Examiner