



2020 AGM Minutes

The **Annual General Meeting** of the **National School Sailing Association** took place on Zoom, on Wednesday 29th July 2020, at 7:30pm.

1. Apologies for absence – Jennifer Conway, Terry Beale, Anna Blannin, Michel Dennison, John Denton, Michael Edwards, Mel Ellis, Paul Goodison, Andy Rangelcroft, Neill Ransom, John Tilsley, Ralph Tingle and David Williamson.
2. Approval of Minutes of the AGM held at Weymouth College, Cranford Avenue, Weymouth, DT4 7LQ, on Wednesday 24th July 2019, at 7:45pm.

Proposed by Adrian Kemp, Seconded by Vivienne Brookes

3. Matters arising from these minutes. – None raised
4. Chairman’s report – See attached report in the appendix below.
5. Treasurer’s report – See attached report and accounts in the appendix below.

Proposed by Jonathon Leeding, Seconded by Martin Styles

6. Motion to appoint an independent examiner of the accounts of the Association for 2020-2021. Nomination: Rachel Crawford ACA.

Proposed by Jonathon Leeding, Seconded by Dave Bain

7. To elect the NSSA Vice-Presidents for 2020 - 2021.

Nominations for Vice Presidents:

Beale, Terry	Jones, Stuart
Blannin, Anna	Kemp, Adrain (MBE)
Conway, Jennifer	Passmore, Martin
Dennison, Michael	Rangelcroft, Andy
Denton, John	Ransom, Neill
Dowd, John	Styles, Martyn
Edwards, Michael	Tilsley, John
Ellis, Mel	Tingle, Ralph
Gaddes, Elena	Williamson, David
Goodison, Paul	

Proposed by Steven Lloyd, Seconded by Vivienne Brookes



8. To elect the Officers of the Association for 2020-2021. The following are willing to stand for election:

Chair	Steven Lloyd
Vice Chair	James Conway
Honorary Secretary	Stephanie Blondell
Honorary Treasurer	Jonathan Leeding
Chair, Sailing Committee	Thomas Rusbridge

Proposed by Martin Styles, Seconded by Elena Gaddes

9. To elect the members of the Sub-committee for 2020- 2021:

Sailing Committee

Thomas Rusbridge
 Vivienne Brookes
 Stuart Jones
 Jonathon Sweet
 Robert Mallett
 Matthew Boase
 Isobel Hopkins
 Jonathon Leeding

Proposed by Steven Lloyd, Seconded by Dave Bain

10. Proposal to set the membership fees of the Association. (Effective from 1 April 2021)

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

Individual unit Members:

<i>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.....</i>	£20
<i>Youth.....</i>	£10

Organisations:

<i>Individual Establishments (Inc: Local Associations, Clubs & Schools).....</i>	£20
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Proposed by Steven Lloyd, Seconded by Martin Passmore

11. AOB

Updates to the constitution – raised by Steven Lloyd:

It was discussed that the Executive Committee would like to omit the 'General Committee' from the structure as well as a few updates to the current wording to reflect the current workings of the organisation. These changes will be outlined and



circulated to the members for comments and will be voted on in either a special meeting or at the next Annual General Meeting.

Sustainability Report – Raised by Jonathon Leeding:

The draft of the new sustainability report was summarised in the meeting and it will be circulated to the members for comments before it is published to the public.

Meeting closed at 20:17pm

Appendix

2019 - 20 Chairman's Report

Our NSSA year started again with the buzz of a brilliant week combining great weather and sailing during the National Regatta. Our thanks again to Peter Allam and his team in Weymouth for making this possible. The weather continued to play fair, and October saw the Single Handed Team Racing hosted by Fairlop and won this year by Lancashire B.

At Christmas, we attended an award ceremony at the Royal Thames Yacht Club to be presented Yachts and Yachting Charity of the Year award. With the promise of additional support from Y&Y, a strong team of committee members, volunteers, and plans for a full programme for 2020, we started the year on a high.

Given all that has happened in the last five months, those celebrations seem particularly distant. Many people have suffered significantly at the hands of COVID-19 and, despite what seems like some respite, it is likely that this is a long way from over and that the 'new normal' is not yet with us.

We, like many other organisations, have endeavoured to follow best practice and guidelines whilst trying to balance the needs of our members, the organisations we work with, and the sport as a whole. But as goals move, balancing responses becomes more challenging. We have cancelled or postponed our physical attendance events for most of the year, including pushing back the National Regatta in Plymouth to 2021.

Organising events takes a huge amount of effort, none more so than the National Regatta which combines the challenges of a multi-day multi-level sailing regatta with active social and residential programmes. At this point I would like to specifically acknowledge our new Chair of the Sailing Committee, Tom Rusbridge, and his team for all of their work this year. I would also like to thank Adrian Kemp and his team within Plymouth Youth Sailing for their commitment, support, flexibility and pragmatism. At the risk of sounding a bit like the proverbial broken record, we would be nothing without our members, supporters and volunteers and the continued selflessness shown for our cause and the wider sport remains humbling.



It was with great sadness that Barbara Darling passed away earlier this month. Barbara became involved with the newly formed NSSA in the sixties and gave much to us and youth sailing over the years. Barbara will be missed by all of us.

Following on from the AGM last year, we have continued a focus on the structure of our NSSA committees, including a more formal review within the Exec. We have strong Executive and Sailing Committees and a number of 'working parties' which sit under these committees looking at specific events and tasks. Examples of the tasks undertaken within these structures include development of our new website and back-office infrastructure which will be coming online over the coming months; development of events including the 12 hour race; building of relationships with organisations within the youth sailing space; an initiative to expand the inclusivity of our events even further with links to Sailability; and re-invigoration of the President's Award.

There are areas where our constitution no longer reflects the day to day workings of the organisation and we will therefore be circulating a revised constitution to members shortly as the start of a formal revision process.

Again, our finances are covered within their separate report, so I will not cover them in detail here other than to note that they remain healthy and to make a note of thanks to Jon Leeding for his continued support as treasurer.

Sailing continues to provide pleasure, exercise and mental health benefits to a vast spread of people globally. COVID-19 has challenged many aspects of life, particularly for the vulnerable and isolated of all ages. It is impossible to predict what the next twelve months may hold, but there is no doubt that providing accessible youth sailing is as important now as it has ever been. I urge everybody to keep positive and look to the future.

Steven Lloyd
Chairman of the National School Sailing Association.
24th July 2020



NSSA Treasurers Report July 2020

I would like to begin for thanking you all for making the effort to join us this evening, it has certainly been an unusual year so far. It is worth noting that the only event that was affected by the COVID pandemic in financial year 2019/20 was the double handed team racing which we cancelled just as lockdown was setting in.

I don't propose to go through the accounts line by line but would like to touch on a couple of points and will be happy to take questions at the end. In the financial year we elected to put down a deposit of £1,700 for an exciting new Presidents Award partnering with the Tall Ships Youth Trust. The total trip cost is c. £5,000 and we decided that it was acceptable to fund on a one-off basis to bring back something which the NSSA has a long and happy tradition of running for it's members. The trip has been postponed until 2021 and we are very grateful to Tall Ships to allow us to roll the deposit over. The plan has always been to seek a more sustainable long-term funding strategy for this and I would welcome any thoughts or ideas we could explore in this regard.

There was a small loss on the National Youth Regatta at Weymouth in 2019. This is due to the costs incurred in funding attendance of committee members to attend event and liaise with event organisers/ assist with running as required. We have a 50/50 profit sharing agreement in place with the NYR host. Weymouth felt they actually ran the event at a loss due to 'hidden' overhead costs but didn't not pass any of this onto us. Over the past couple of years we have not managed to achieve the surpluses from the NYR which have previously been beneficial to the Association. We have quite successful at keeping our event entry prices steady for a number of years and perhaps this is the result. We need to think about striking a sustainable balance between financial health of the NSSA and ensuring our events are as accessible as possible to prospective sailors.

Plymouth, organisers of the 2020 (now 2021) NYR requested a £6,000 loan, which we granted and is shown on the balance sheet. This was to help them with deposit payments in the build up to the event. We anticipate recovering this loan in the build-up to the NYR in 2021.

In summary, for reasons set out above there was a loss in financial year 2019/20 for the second year in succession and hence it would be remiss not to consider ways we can address this. The most obvious answer is to increase revenue from membership and proposals in this regard are covered elsewhere on the agenda. It should be noted that I anticipate revenue from membership being down in 2020/21 since people typically join when entering events. As an organisation we have elected not to actively seek renewals this year since we understand what we are offering is limited and some people are facing personal financial uncertainty. Despite this the financial position of the organisation remains relatively healthy and I anticipate this continuing.

Thank you

Jonathan Leeding
24th July 2019



Accounts 2019/20

National School Sailing Association Registered Charity Number 285904



Note to the Financial Statements for year ending 31 March 2020

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: the Double-Handed Team Racing (not held in 2020 due to COVID-19), the Inland Championship, the National Youth Regatta and the Single-Handed Team Racing

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 forms part of these accounts

Signed

Date 24/07/20

Jonathan Leeding
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 2020, 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 these 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 24/07/20

Rachel Crawford ACA
Honorary Independent Examiner



INCOME	Unrestricted Funds	Restricted Funds	2019/2020	2018/2019
Subscriptions	3,174.50			3,100.15
Donations	4,210.00			1,250.00
RYA Grant	-			1,500.00
Interest/Divi: Current acct	1.22			-
Equity Fund Div.	257.47			252.40
Deposit Account	58.90			44.70
Sales	-			-
Net proceeds regattas - Note 4	-			-
SubTotal			7,702.09	6,147.25
ASSF				
Funded bursaries				
High Flyers Levy		-		1,800.00
Sub Total			-	1,800.00
Share value increase				562.85
Total Income			7,702.09	8,510.10
EXPENDITURE				
Subs to RYA & NCSS	381.00			368.80
Administration	259.77			447.16
Meetings/travel	725.27			375.50
Equipment repairs & renewals	1,636.88			816.43
President's Award	1,710.00			380.00
High Flyers	-			684.60
Grants/Awards	1,735.00			578.00
Liability and Property Ins.	2,158.66			2,049.80
Development Officer role	1,200.00			4,800.00
Publicity - Dinghy Show/website	1,692.01			721.74
Net Regatta Losses	801.34			775.40
Sub Total			12,299.93	11,997.43
ASSF				
Funded Bursaries		-		-
High Flyers		-		1,800.00
Sub Total			-	1,800.00
Depreciation of Equipment			1,371.54	1,371.54
Share value decrease			243.68	-
Total Expenditure			13,915.15	15,168.97
Surplus/(Deficit)	(6,213.06)			(6,658.88)



	2019/20		2018/19	
Fixed Assets				
Tangible Assets				
Equipment at cost:	9,648.93		4,948.93	
Toppers	-		4,700.00	
Less proceeds on sales				
Sub Total	9,648.93		9,648.93	
Less depreciation prev.w/o	5,017.39		3,645.84	
Less depreciation - Note 5	1,371.54		1,371.54	
Fixed assets valuation		3,260.00		4,631.54
Investment assets - Note 3				
No. of COIF shares	501.60		501.60	
Share price (p)	1,485.64	7,451.97	1,534.22	7,695.65
Current Assets				
Debtors	6,000.00		350.00	
Reserve Fund	9,831.57		9,515.20	
CIH and at bank	4,115.67		8,292.61	
Restricted Funds				
Development Officer costs			592.27	
Regatta Contingency	9,000.00		15,000.00	
Boat Fund	3,460.36		3,460.36	
Damage Liability Contingency	5,000.00		5,000.00	
Net Current Assets		37,407.60		42,210.44
Total Assets		48,119.57		54,537.63
:				
Pre Paid Subs 2019/2020		-		205.00
Total Liabilities		-		205.00
Total Net Assets		48,119.57		54,332.63
Accumulated Fund				
Balance at 31/3/2018		54,332.63		60,991.51
Surplus/(Deficit) for the year		(6,213.06)		(6,658.88)
Balance at 31/3/2019		48,119.57		54,332.63