



BCA Annual General Meeting 2021

Agenda

This will be held by Zoom on Sunday 10th October, via tele-conferencing at 10:30am with an electronic vote on appointments and motions to follow.

Electronic voting is strongly requested. Any member who requires a paper vote should post a request (enclosing an S.A.E) to the BCA Secretary, BCA Registered Office, The Old Methodist Chapel, Great Hucklow, Buxton, Derbyshire, SK17 8RG for receipt before the 10th Oct 2021 (i.e. the AGM).

Agenda Contents:

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7	2-3	Reports
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9	7 - 11	Proposals
10	11	Appointment of "suitably qualified person" to certify BCA Accounts
11	11	Any other business

- (1) Welcome from the Chair.
- (2) Apologies for absence and verification of quorum.
- (3) To note the attached accounts for the year ending 31/12/2020 as accepted by Council Spring 2021
- (4) Declaration of items to be covered under Any Other Business.
- (5) Acceptance of minutes from the October 2020 AGM (available on BCA website).

(6a) Action items from 2020 AGM

All the action items from 2020 have been achieved.

(6b) Proposals from 2020 AGM

All proposals at the 2020 AGM were passed.

(7) Reports

Executive reports:

- 7.1 Acting Chair (Russell Myers)
- 7.2 Acting Secretary (Allan Richardson)
- 7.3 Treasurer (Howard Jones)

Insurance and Membership:

- 7.4 Membership Administrator (Katie Eavis)
- 7.5 Insurance Manager (Howard Jones)

Conservation and Access:

- 7.6 Acting Conservation and Access Officer (Will Burns)
- 7.7 CRoW Working Party (David Rose)

Publications and Information:

- 7.8 Publications and Information Officer (Rostam Namaghi)
- 7.9 Newsletter Editor (David Rose)
- 7.10 British Caving Library (Jenny Potts)

Information Technology:

- 7.15 IT Working Party (Ari Cooper Davies)

Training and Qualifications:

- 7.16 Training Officer (Nigel Atkins)
- 7.17 Qualifications Management Committee (Juliet Parker-Smith)

Equipment and Techniques:

- 7.18 Equipment and Techniques Officer (Mark Sims)
- 7.19 Rope Testing (Bob Mehew)

Youth Development and Vision:

- 7.20 Youth and Development Officer (Josh White)
- 7.21 Vision Working Party (Hellie Adams)

Safeguarding and Safety:

7.22 Safeguarding (Chris Boardman)

7.23 Radon Working Party (Gethin Thomas)

Representatives to other bodies:

7.24 UIS Representative (Andy Eavis)

7.25 FSE Representative (Ged Campion)

(8) Election of BCA Council Members for vacancies arising in 2021

Roles and Nominations 2021 AGM					
Role (as at 02/08/2020)	Name	Nomination	Proposed	Second	Notes
<u>BCA Executive</u>					
Chairman 2018 – 2021	Russell Myers	Incumbent	Allan Richardson	Howard Jones	Seeking endorsement Tenure 2021-2023
		Rostam Namaghi	David Botcherby	Josh White	Seeking election Tenure 2021-2023
Secretary (Acting) 2021 – Date	Allan Richardson	Incumbent	Howard Jones	Les Williams	Seeking endorsement Tenure 2021-2023
<u>Equipment and Techniques Officer</u> (see note below)					Tenure 2021-2023
<u>Training Officer</u> (see note below)	Steve Gray	Steve Gray	Sam Lieberman	Rowena Magdan	Tenure 2021-2023
<u>Group Representatives</u>					
Position 1 2021-2023					There are no candidates for 2 positions
Position 2 2021-2023					
<u>Individual Member Representatives</u>					
Position 1 2021-2023	Josh White	Josh White	Rostam Namaghi	Will Burn	There is 1 candidate for 2 positions
Position 2 2021-2023	Vacant				

Notes

AGM proposals to change the structure of Training and Equipment & Techniques Committees, if carried in the subsequent vote will affect the positions of the Training and the Equipment and Training Officers.

Election statements:

Election statement of Russell Myers standing for BCA Chair

BCA has been through a number of tumultuous years lately and not least this last one compounded by the Covid pandemic. I volunteered to join the Executive Committee of BCA in April 2020 to help the incumbent Secretary, Matt Ewles, who subsequently stood down the following month and I found myself co-opted as Acting Secretary at the Council Meeting in July. Shortly after that meeting, the incumbent Chair, Les Williams, stood down and Council found itself co-opting a new Acting Chair, Phil Rowsell at its August meeting.

The situation settled down but there was plenty to do, catching up with almost 6 months of stagnation when Council had not been able to meet in its normal format due to covid restrictions but Zoom meetings opened the way forward.

The Executive Committee formed a strong team driving business forward but for personal reasons, Phil stood down shortly after the December meeting and out of the permutations to solve the dilemma, Allan Richardson came forward as Acting Secretary and I moved into Acting Chair; both of us being co-opted by Council at the subsequent February Meeting but both positions subject to election at this 2021 AGM.

The attritional rate of change in the Executive Committee of three Chairs and three Secretaries in 6 months during this last year or so, is not sustainable for the good governance of BCA. I know that I have made mistakes, fortunately of no great consequence but brought about essentially from learning the ropes through this turbulent period. What is required is a sustained period of stability, which I am prepared to establish if elected.

On this basis, I pledge to uphold the core values of BCA and reinforce its objectives by:

- Ensuring the Public Liability Insurance scheme continues to benefit to all BCA members.
- Ensuring the continued funding of Regional Councils in conservation, access and other important work.
- Providing training workshops and a training and certification scheme for cavers.
- Ensuring funding for the anchor placement programme.
- Ensuring continued funding to the Ghar Parau Foundation for expeditions.
- Continuing to work to improve cave access.
- Driving support for the development and support of youth caving.
- Publicising advice on matters affecting caving.
- Ensuring the continued funding of the British Caving Library.
- Maintaining links with International Caving Federations and Organisations.
- Continuing the modernisation of BCA.

I look forward to receiving your support and vote in the forthcoming election to secure the position of Chair; in return I promise to do my best for British Caving and all the cavers who form its community.

Russell Myers, August 2021.

Election statement of Rostam Namaghi standing for BCA Chair

My name's Rostam and I've been a caver for 12 years, starting with Sheffield University (SUSS) and am now a member of the Wealden, the BEC and UCET. I've been lucky enough to travel all over the world and have 15 or so expeditions under my belt. Caving invested in me early, taught me skills and has brought me many lifelong friends – cavers are some of the most eccentric adventurous people and I have so many stories as a result. I'm passionate about growing this community as I'd like to give more people the opportunity to experience what I've experienced.

I started out volunteering as Treasurer for SUSS, I moved the club over to online banking and built up a healthy surplus over 3 years. I continued as Chair of the club and with a bit of innovation led the club to a bumper year of recruitment despite starting the year with minimal leaders and drivers. I took this experience in leading, training and organising to Northern CHECC, and then joined BCA as Youth and Development Officer. I stayed in this post for 5 years, first learning how the BCA works and realising that we needed more than just one person representing 'Youth Caving' and set it up as a group bringing in many people. This led to working closely with scout caving, CHECC and a body of experienced volunteers shielded from the chaos and time wasting of council.

We learned from each other and achieved a lot; we represented university groups in discussions with unions, started 4 new student caving clubs, set up the emergency kit loan system, set up a bureaucratic service to write constitutions and other paperwork, set up the child safeguarding officer, made DBS checks for voluntary work for BCA members free, made BCA membership free for under 18s, started an at cost procurement scheme for BCA, took on a discrimination case against under 18s, procured legal advice and safeguarded many access agreements protecting under 18 access in the process.

I have spent the last year in Publications and Information where; I authored the demographics report, developed the proofreading service, developed a data gathering and interpretation service with input from professional statisticians, regularly sought feedback on BCA services, created a clear publication pathway and standard formatting, handled requests from the media and built a modern social media interface. In addition to this I stepped in to provide support to the Secretary and Chair committing roughly 2 hours a week to giving advice, doing the constitutional/operations legwork to work out what they should be doing and helped draft agendas and proposals in an effective way. I implemented many of the simplifying things that Phil Rowsell tried to drive – like the online submission of reports, proposals and nominations. I also wrote terms of reference that constituted the new IT working group and successfully kept it apolitical. I drafted the covid recovery plan which has yet to be fully implemented.

I think I would make a good chair as I know how the BCA works, how the grassroots volunteering works and I would prioritise things that will bring new people into the sport and keep the buildings, charities and clubs full of people.

To put it more exactly I would:

- Increase transparency by ensuring documents are published ahead of deadlines, and record votes on clear proposals so that members know which way their representatives voted
- Actively recruit more volunteers for working groups and delegate more things from council
- Shrink the size of council by giving time for what will be controversial proposals to be

worked through by affected parties

- Order agendas through priority of issue importance and cut down the frequency and bulk of reports to allow a manageable workload for Council
- Automate secretarial tasks and integrate this with the rewrite of the Manual of Operations
- Be proactive in identifying roadblocks for BCA volunteers and adopting a 'how to get it done approach' rather than a 'delay it till next time' one. Change the meeting to meeting culture and just focus on groups operating continuously.
- Attend meetings of various member bodies and listen.
- Wear a BCA T-shirt (for some of the time) at caving huts at weekends so that people can chat to me if they want to, I also promise not to bring the BCA into disrepute.

Election statement of Allan Richardson standing for BCA Secretary

I was co-opted as Acting Secretary at the beginning of 2021. I wish to continue in this role to the end of the current Tenure in 2023.

I have been exploring caves and mines for about 50 years at home and abroad and have been underground in most parts of the UK.

I have been involved in caving expeditions and run my own. Now that I am semi-retired, I have more time to devote to assisting the various organisations I am involved with.

Election statement of Josh White standing for Individual Representative

Having stepped into the BCA last year as an individual rep I feel I've achieved many things, not only as the Youth and Development officer, but also as a group representative.

One of the main complaints I've heard from cavers about the BCA is lack of communication. By being active on the UKCaving forums and on social media, I've been able to be contacted by the membership with queries and have been able to represent them with my voting at council.

I also pushed to have contact details for the individual and group representatives available on the website so that the membership are better able to contact them with their views or to find out information.

Another complaint from the membership is the appearance of bickering and infighting, and whilst some of this comes from lack of communication previously, some of it comes down to lack of transparency. Council minutes now show which members voted for and against each proposal, so that the membership can get a better idea of what their representatives are doing for them.

Election statement of Steve Gray standing for Training Officer

Proposals to BCA AGM 2021

Proposal 1

I would like to propose the following change to Section 5 of the BCA Anchor Policy on behalf of the members of the E&T committee. The proposal is to replace the paragraph,

“Regional Councils shall take responsibility for the training of persons who will be authorized to place designated anchors on their behalf. The delivery of training and assessment will be undertaken by individuals authorized by the E&T committee.”

with,

"Regional Councils shall take responsibility for the training of persons who will be authorized to place designated anchors on their behalf. The delivery of training and assessment will be undertaken by individuals authorized by the appropriate Regional Council, who are already authorised to place anchors under the scheme. The Regional Council will pay particular attention to the ability of the proposed trainer to not only instruct candidates to install anchors but also to assess the candidate's competence for judging the location of new anchors and their ability to safely install anchors on location."

The reason for this proposal is that authorization of installer trainers by the E&T committee usually seems like an unnecessarily bureaucratic step – individuals are often not known by most of the E&T committee, so the committee just take the recommendation from the regional council on the basis that they wouldn't recommend somebody unsuitable, and the process just ends up as a formality. The proposed change will eliminate this step. The proposal was agreed by all members of the E&T committee in November 2020.

Proposed by Mark Sims

Proposal 2

Section 10.1

The following group of proposals address a requirement from the 2020 BCA AGM that the BCA approve a 'new form of words' for Section 10.1 of the BCA Constitution. A consultation of BCA members was carried out, and a report written (available on the BCA website in the COG section) explaining how there are a wide range of opinions and concerns relating to Section 10.1.

You can vote for or against each individual proposal. As usual for constitutional amendments, no proposal will take effect unless it receives 70% in favour in the online ballot. However, if more than one proposal receives more than 70% in favour, only the proposal with the greatest majority will take effect.

For reference, the current Section 10.1 of the BCA Constitution reads:

“The Association shall not interfere in the affairs of a Member unless specifically requested to do so by that Member. The Association shall not mediate between Members unless requested by them in writing to do so.”

Proposal 2A:

This AGM proposes that:

- section 10.1 of the BCA Constitution be deleted entirely;
- the text 'Notwithstanding Sub Section 10.1' be removed from Sections 10.2 and 10.3;
- the other parts of Section 10 be renumbered accordingly;

UNLESS Proposal B or C receive a greater majority in the post-AGM online ballot than this proposal, in which case no part of this proposal takes effect.

Proposal 2B:

This AGM proposes that section 10.1 of the BCA Constitution is amended to:

- The Association shall not mediate between Members unless requested by them to do so.

UNLESS Proposal A or C receive a greater majority in the post-AGM online ballot than this proposal, in which case no part of this proposal takes effect.

Proposal 2C:

This AGM proposes that section 10.1 of the BCA Constitution is amended to:

- The Association shall not interfere in the affairs of a Member unless it is necessary to do so to investigate a complaint raised by another Member (the Complainant). Any action taken by the BCA should be the minimum possible to balance the competing rights and freedoms of the Member and the Complainant.

Note: Such rights would include those granted under the BCA Constitution and the principle of autonomy.

UNLESS Proposal A or B receive a greater majority in the post-AGM online ballot than this proposal, in which case no part of this proposal takes effect.

Proposer: On behalf of the Constitution and Operations working group (COG) Andrew McLeod (15876) (Convenor). Seconder: Josh White (14859) and the COG group

Proposal 3

Reorganization of BCA committees and working groups

The BCA currently has a number of standing committees and working groups, together with a number of special-case situations such as the elected P&I Officer (with no committee). The Constitution and Manual of Operations working group proposes the following changes as a single proposal. They will simplify the structure of BCA groups by removing Standing Committees from the BCA Constitution. Current standing committees will be replaced by Working Groups with terms of reference to be written by BCA Council (in accordance with the AGM motions).

AGM Proposal:

Replace the Training Committee and Equipment and Techniques Standing Committee with the Equipment and Training Working Group.

This group is to have national body and regional council representation in its Terms of Reference. It will co-ordinate and facilitate recreational training, manage the anchor programme and be responsible for strategic planning.

Simplify the structure of BCA groups by removing Standing Committees and removing the vote of the P&I Officer.

Constitutional changes to remove Standing Committees.

- Replace 'Secretary, Treasurer together with Chairman of the Standing Committees (Section 7) with 'Secretary, and Treasurer' in section 6.1.
- Delete 'and Chairmen of Standing Committees' from section 8.12b.
- Replace 'Standing Committees and others' with 'those' in section 9.8.
- Replace 'Sections 7 and 8' with 'Section 8' in section 12.3.

- Delete Section 7 of the constitution and renumber subsequent sections and references.

Note: if due to amendment of proposals E&T and Training were not to be combined, then they should be reformed as working groups.

Justification:

This is an effort to simplify working groups and reduce the number of people on council.

The differences between working groups and standing committees can be summarised as:

- Standing Committees can only be formed and altered at an AGM (including their terms of reference)
- Standing Committee Chairs have to be elected at the AGM
- Standing Committee Chairs have a vote at council.

They have different but similar requirements to working groups in the manual of operations. This, combined with a general confusion of who is due for election and who has a vote at a meeting (the P&I Officer being a working group convenor but also having vote for instance) makes the BCA bureaucracy impenetrable, less transparent and makes accountability harder.

Working groups terms of reference can specify regional and national body representation.

It can be helpful when groups become dysfunctional for council to appoint someone apolitical to run the group, as if it were part of the civil service, which helps if they do not have a vote.

Proposer: On behalf of the Constitution and Operations working group (COG) Andrew McLeod 15876 (Convenor). Seconder: Rostam Namaghi 10644 and the COG group

Proposal 4

Section 8

Section 8 of the constitution describes how General Meetings of the BCA are called and carried out. Covid has forced our AGMs online, and these changes aim to ensure that our constitution fully supports the option of an online general meeting. The Constitution and Manual of Operations WG have also taken the opportunity to tidy up a few parts of this section, and fix some issues with the timeline of notices for General Meetings. We also make changes in sections 6.1 and 6.3 which have no actual impact on operations, but remove inconsistencies in the constitution and match the interpretations made by previous AGMs.

A document showing the changes made to Section 8 is available, with the link at the end of this proposal. The proposed changes were approved unanimously by the COG group.

AGM Proposal:

- A subheading 'GENERAL MEETINGS' to be added to Section 8.1.
- Insert ', whether physical or teleconferencing' after 'General Meetings' in section 8.1.
- Replace 'place' with 'venue, whether physical or teleconferencing,' and 'General Meeting' with 'an Annual or Special General Meeting' in section 8.3.
- Replace 'on the day of the National Council meeting preceding the AGM' with 'of the 84th day (12 weeks) before the AGM' in section 8.4.
- Replace 'place' with 'venue' in section 8.5.
- Replace 'to members on request' with 'to all members not later than six weeks after the date of the meeting' in section 8.8.
- Add a subtitle 'VOTING AT GENERAL MEETINGS' to section 8.9.

- Replace 'lowest' with 'lower', and 'online vote' with 'online ballot of all individual members eligible to vote', and delete 'arising from a General Meeting' in section 8.9.
- Add a subtitle 'ONLINE BALLOT FOLLOWING GENERAL MEETINGS' to section 8.10.
- Replace 'Online voting' with 'Online ballot', 'approximately 30 days' with '14 days', '≥70%' with 'not less than 70%' and 'contested positions' with 'elections' in section 8.10.
- Add a subtitle 'ANNUAL GENERAL MEETINGS' to section 8.11.
- Move the text of section 8.11 into a new subsection 8.11.a.
- Renumber section 8.12 to 8.11.b, and number the bulleted list i), ii), iii) and iv).
- Renumber section 8.13 to 8.12, and add a subtitle heading 'SPECIAL GENERAL MEETINGS' to this section.
- Renumber the first two sentences of section 8.12 to 8.12.a, and the latter two sentences to 8.12.b.
- Replace 'not less than 12 weeks' with 'not less than 84 days (12 weeks)' in the new section 8.12.a.
- Renumber section 8.14 to 8.13, and add a subtitle heading 'EMERGENCY GENERAL MEETINGS' to this section.
- Renumber the first sentence of section 8.13 as 8.13.a, and the latter two sentences as 8.13.b.
- Add ', or by one member of the Executive and three other voting Council members' at the end of the new 8.13.a.
- Replace 'not less than 2 weeks' with 'not less than 14 days (2 weeks)' in the new section 8.13.b.
- Insert 'the online ballot following' before 'an Annual General Meeting (AGM)' in section 6.1.
- Replace the sentences beginning 'Uncontested candidates...' and 'If there are multiple...' with the sentence 'All candidates must gain the approval of the membership in the ballot' in section 6.1.
- Insert 'the online ballot following' before 'an AGM' in section 6.3.
- Replace the sentences beginning 'Uncontested candidates...' and 'Applicants exceeding...' with the sentence 'All candidates must gain the approval of the membership in the ballot' in section 6.3.

This link shows the proposed changes in detail:

<https://cloud.british-caving.org.uk/index.php/s/pM5WwAcXz8eKjnx>

Proposer: On behalf of the Constitution and Operations working group (COG) Andrew McLeod 15876 (Convenor). Seconder: Jenny Potts 00062 and the COG group

Proposal 5

Change Chairman/Chairmen to Chair

That 'Chairman' and 'Chairmen' in the Constitution be changed to Chair. This would affect the stated 12 words in clauses 6.1, 6.7, 6.14, 8.2, 8.7, 8.9, 8.12 and 8.13.

Argument in favour: this updates an unnecessarily gendered role.

Proposed by Rostam Namaghi (10644), seconded by Jennifer Ryder (18311)

Proposal 6

Update to the Equality and Diversity Policy

To update the equality and inclusion policy and align it with the policies and set up of the association.

Under purpose insert the following wording: For the purpose of this document members refers to any individual, club, access control body, constituent body or employee.

Under equality and diversity section add the following wording: There are six types of discrimination set out in the Equality Act 2010 and this policy covers all of them (in conjunction with the association's bullying and harassment policy).

Direct discrimination – where someone is treated less favourably than another person because of a protected characteristic.

Associative discrimination – this is direct discrimination against someone because they are associated with another person who possesses a protected characteristic.

Discrimination by perception – this is direct discrimination against someone because others think that they possess a particular protected characteristic. They do not necessarily have to possess the characteristic, just be perceived to.

Indirect discrimination – this can occur when you have a rule or policy that applies to everyone but disadvantages a person with a particular protected characteristic.

Harassment – this is behaviour that is deemed offensive by the recipient. Employees can now complain of the behaviour they find offensive even if it is not directed at them. Victimisation – this occurs when someone is treated badly because they have made or supported a complaint or grievance under this legislation.

Point 9 needs to be bulleted points as part of point 8, as it's just listing the protected characteristics. Point 10 should change employees to members. Point 11 should read 'No form of intimidation, bullying or harassment will be tolerated. If you believe that you or anyone else may have suffered discrimination because of any of the protected characteristics, you should consider following the complaints procedure of the association'. Point 13: replace employees with members.

Arguments for:

The existing equality and diversity policy was a great base for a policy, but needed slight tweaks to line this up with the association, and to set out clearly exactly what is covered under the policy for avoidance of doubt.

Proposed by Josh White (14859), seconded by Rostam Namaghi (10644)

(10) Appointment of 'suitably qualified person' to certify BCA accounts

Agenda item required in accordance with section 9.7 of the constitution.

(11) Any other business

- a) Note the accounts for the year ending 31/12/2020, as accepted by Council in Spring 2021.

BRITISH CAVING ASSOCIATION

Financial Statements for the Year
Ended 31 December 2020

NOTES

2020 accounts for the British Caving Association show the following:

Income for the year is similar to previous year, slightly more members but lower fees for CIMS.

Interest is slightly lower as the base rate tumbled, next year will be worse as some investments expire

Employment costs increase due to pay award in January 2020 plus increased hours in support of the library as agreed by Council.

The overall training result was a loss with reduced income , costs were also lower despite the introduction of the new gomembership system.

Council agreed the following cost increases in the year: all unbudgeted

CRoW Legal fees £35k, Increase in Public Liability cover (£5m to £10m) cost £10k, Y&D Adventure academy project £5k.
The legal fee invoices are all fully paid and we have paid £7,200 against future invoices.

These have led to BCA reporting its first deficit in its history, with a deficit of £47k and a reduction in net assets to £215k.

We continued the radon project with a similar cost to last year at £3k. Y&D expenditure was an all time high at £8k.

Support for the regions was slightly higher than last year .

The end result was a deficit of £47k compared to a surplus of £8k in 2019.

Cash balances were £56k lower at year end compared to previously year at £242k. Still a liquid position for the organisation.

Accruals were lower than prior year due to a payment to BCRA to bring the account up to date.

Net assets were £215k, compared to £262k prior year

Howard Jones BCA Treasurer

BRITISH CAVING ASSOCIATION
INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2020


	2020	2019
	£	£
INCOME		
Subscriptions	101,647	100,886
Association	2,931	3,284
Training Services	13,769	22,471
Publications & Information	0	0
Meetings & Conferences	0	0
Web Services	929	732
TOTAL INCOME	<u>119,276</u>	<u>127,373</u>
EXPENDITURE		
Subscription	66,105	54,995
Association	5,348	8,853
Conservation & Access	35,007	0
Training Services	17,060	22,318
Caver Training	2,189	827
Publications & Information	242	247
Equipment & Techniques	0	0
Youth Development	7,845	1,650
Radon Expenditure	3,150	3,967
Web Services	3,565	2,856
Regional Caving Councils	6,002	5,582
International	400	400
TOTAL EXPENDITURE	<u>146,913</u>	<u>101,695</u>
CHARITABLE DONATIONS		
British Cave Research Association for British Caving Library	12,000	12,000
Ghar Parau Foundation for Expedition Programme	7,000	6,000
(LOSS)/SURPLUS FOR THE YEAR	<u>-46,637</u>	<u>7,678</u>
TAX	0	0
<u>SURPLUS FOR THE YEAR AFTER TAX</u>	<u>-46,637</u>	<u>7,678</u>

BRITISH CAVING ASSOCIATION

BALANCE SHEET AS AT 31 DECEMBER 2020

	2020	2019
	£	£
CURRENT ASSETS		
Debtors and Prepayments	463	388
Balances at Bank and cash in hand	242,948	298,477
	<u>243,411</u>	<u>298,865</u>
LESS: CURRENT LIABILITIES		
Creditors and Accruals payable within one year	28,034	36,851
NET ASSETS	<u>215,377</u>	<u>262,014</u>
REPRESENTED BY RESERVES :		
General Reserve		
Balance brought forward	182,014	174,336
(Loss)/Surplus for year	-46,637	7,678
	<u>135,377</u>	<u>182,014</u>
less transfer to Insurance Reserve	0	0
	<u>135,377</u>	<u>182,014</u>
Insurance Reserve	80,000	80,000
TOTAL RESERVES	<u>215,377</u>	<u>262,014</u>

Approved on behalf of the Executive Committee


R Myers, Chairman

31st January 2021
Date

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting Policies

a) Basis of Accounting

The accounts have been prepared under historical cost accounting rules

b) Equipment

Equipment is charged in the accounts in the year of purchase.

2 Insurance Reserve

The Insurance Reserve is held at a level which allows a minimum of two years premiums

3 Insurance no claim rebates (2020)

As we have 2 ongoing claims from 2020, no no claims rebate has been received.

I report on the accounts of the association for the year ended 31 December 2020 which are set out on pages 2 & 3.

Respective
responsibilities of
executive committee
and examiner

As members of the association's executive committee you are responsible for the preparation of the accounts; it is my responsibility to examine the accounts and state whether particular matters have come to my attention.

Basis of independent
examiner's report

The examination includes a review of the accounting records kept by the association 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 executive committee members 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 on the view given by the accounts.

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 proper accounting records or to prepare accounts which accord with the accounting records 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.



Name:

Alastair Gott

Address:

62 Brackenwood Mews, Wilmslow, SK9 2QQ

Dated:

February 2021