



Francis Clark

CHARTERED ACCOUNTANTS

**Surf Life Saving Association of Great Britain
(Limited by Guarantee)**

Annual Report

Year Ended 31 December 2003

Company Number: 02678080

Charity Number: 1015668



Surf Life Saving Association of Great Britain
(Limited by Guarantee)

Annual Report

Year Ended 31 December 2003

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Surf Life Saving Association of Great Britain

(Limited by Guarantee)

Officers and Professional Advisers

Officers who are also Directors

Mr J Ball	Mr R Bates
Mr D Grose	Mr A Coad
Mr D H Bryant	Mr G Lucas
Mr R J Martin	Ms S Greatrex (resigned 27 April 2003)
Mr P Wyatt	Mr B Shepherd (appointed 27 April 2003)
	Mr M Ressel (appointed 27 April 2003)

Company Secretary	Mr P Binney (resigned 1 June 2004)
	Mr J McGrath (appointed 1 June 2004)

Registered Office	River House High Street BROOM B50 4HN
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Registered Number	2678080
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Registered Charity Number	1015668
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Bankers	Lloyds Bank Plc 8 Royal Parade PLYMOUTH PL1 1DS
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Auditors	Francis Clark Chartered Accountants 31 Houndiscombe Road Mutley PLYMOUTH PL4 6HA
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Solicitors	Pardoes Chandos House Heron Gate Office Park Taunton Riverside TAUNTON TA1 2LR
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Surf Life Saving Association of Great Britain

(Limited by Guarantee)

Officers' Report

The officers submit their report and the audited financial statements for the year ended 31 December 2003. The accounts have been drawn up in accordance with appropriate statutory regulations, the company Memorandum and Articles of Association and SORP 2.

Company number : 2678080

Charity number: 1015668

Status

The company is limited by guarantee, having no share capital. It is a registered charity. In the event of the company being wound up, the liability of each member is limited to £1. The company was incorporated on 16 January 1992, as amended by Special Resolutions passed on 27 March 1994 and 26 April 1998, and is bound by its Memorandum and Articles of Association.

Principal Activity

The principal activity of the company is the promotion, improvement and development of life saving on all beaches in Great Britain. The charity has registered members, holds competitions and produces training material for its members. It receives sponsorship, grants and donations to help fund its activities.

Structure and election process

The Council of management is responsible for the overall strategic direction that the Association takes and consists of the named directors.

Association business must be voted upon at general meetings at which a quorum of at least 10 members must be present. The Chairman has the casting vote and each member has one vote.

Risks

The major risks to which the Charity are exposed have been reviewed and systems have been established to mitigate those risks.

Results

During the year the company managed to increase its reserves by nearly £28,000 despite a reduction in income of £9,000 by careful cost control.



Surf Life Saving Association of Great Britain
(Limited by Guarantee)

Officers' Report continued

The Future

The company continues to fulfil its aims and objectives as laid down in its constitution.

Officers

The following officers, who are also the directors, served during the year:

Mr J Ball	Mr R Bates
Mr D Grose	Mr G Lucas
Mr D H Bryant	Mr P Wyatt
Mr R J Martin	Ms S Greatrex (resigned 27 April 2003)
Mr A Coad	Mr B Shephard (appointed 27 April 2003)
Mr M Ressel (appointed 27 April 2003)	

Auditors

The auditors, Francis Clark, Chartered Accountants, were appointed by the directors in accordance with Section 385 A Companies Act 1985. A resolution to reappoint them will be proposed at the Annual General Meeting.

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

By Order of the Board



J McGrath
Secretary

4 August 2004



Surf Life Saving Association of Great Britain

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Statement of Officers' Responsibilities

Law applicable to Charities in England requires the officers to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the officers should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its operations.

The officers are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with applicable Law. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.



Surf Life Saving Association of Great Britain

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Auditors' Report to the Members

We have audited the financial statements of Surf Life Saving Association of Great Britain for the year ended 31 December 2003 which comprise the income and expenditure, the balance sheet and related notes. These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002), under the historical cost convention and the accounting policies set out therein.

This report is made solely to the Officers as a body in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of Officers and Auditors

The Officers' responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Officers' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Officers' Report is not consistent with the financial statements, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and transactions with the company is not disclosed.

We read other information contained in the Annual Report and consider whether it is consistent with the audited financial statements. This other information comprises only the Officers' Report. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

Basis of Opinion

We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.



Surf Life Saving Association of Great Britain
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Auditors' Report to the Members continued

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the state of the charitable company's state of affairs as at 31 December 2003 and of its incoming resources for the year then ended, and have been properly prepared in accordance with the Companies Act 1985.

Francis Clark
Chartered Accountants & Registered Auditors
31 Houndiscombe Road
Mutley
PLYMOUTH
PL4 6HA

Francis Clark

Chartered Accountants

14 August 2004



Surf Life Saving Association of Great Britain
(Limited by Guarantee)

Income and Expenditure Account
(Incorporating Statement of Financial Activities)

Year Ended 31 December 2003

	Notes	Restricted Fund £	Unrestricted Funds £	2003 Total £	2002 Total
Incoming Resources	1a				
Donations		-	4,246	4,246	10,385
Sponsorship		10,000	6,811	16,811	-
Activities in the furtherance of the Charity's objectives:					
Grants		59,200	7,950	67,150	76,110
Charitable income		-	135,358	135,358	146,478
Management and administrative		-	14,242	14,242	17,084
Trading income		-	16,638	16,638	12,856
Other income		-	9,369	9,369	8,597
Investment income:					
Bank interest	2	-	1,004	1,004	183
Total Incoming Resources		<u>69,200</u>	<u>195,618</u>	<u>264,818</u>	<u>271,693</u>
Resources Expended					
Direct charitable expenditure	5	54,241	68,653	122,894	146,305
Management and administration of the charity	6	19,932	94,076	114,008	108,114
Devaluation on investment	9	-	-	-	900
Total Resources Expended	7	<u>74,173</u>	<u>162,729</u>	<u>236,902</u>	<u>255,319</u>
Net resources expended /incoming resources for the year before transfers	4	(4,973)	32,889	27,916	16,374
Transfers		4,973	(4,973)	-	-
Net incoming resources for the year		<u>-</u>	<u>27,916</u>	<u>27,916</u>	<u>16,374</u>
Reconciliation of Funds					
Balance brought forward at 1 January 2003		-	78,971	78,971	62,597
Net incoming resources for the year		-	27,916	27,916	16,374
Fund balance carried forward at 31 December 2003		<u>-</u>	<u>106,887</u>	<u>106,887</u>	<u>78,971</u>



Surf Life Saving Association of Great Britain
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Balance Sheet

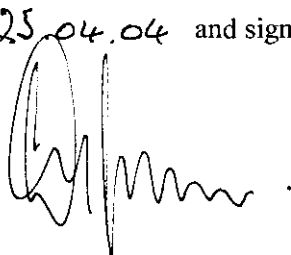
31 December 2003

	Notes	2003 £	2002 £
Fixed assets			
Tangible assets	8	20,052	27,284
Investments	9	1,060	1,062
		<u>21,112</u>	<u>28,346</u>
Current assets			
Debtors	10	42,566	11,941
Cash at bank and in hand		48,650	53,775
		<u>91,216</u>	<u>65,716</u>
Creditors: Amounts falling due within one year	11	(5,441)	(15,091)
Net current assets		<u>85,775</u>	<u>50,625</u>
Total assets less current liabilities		<u><u>106,887</u></u>	<u><u>78,971</u></u>
Funds:			
Unrestricted		106,887	78,971
Restricted	16	-	-
	17	<u>106,887</u>	<u>78,971</u>

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective June 2002).

Approved by the Board on 25.04.04 and signed on its behalf by

Mr D Grose - Director




Surf Life Saving Association of Great Britain

(Limited by Guarantee)

Notes and Accounting Policies

Year Ended 31 December 2003

1 Accounting Policies

The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain investments, and are in accordance with the Financial Standard for Smaller Entities (effective June 2002), Statements of Recommended Practice (SORP2) and Charities Act 1993. The following principal accounting policies have been applied:

(a) Incoming resources

Donations and sponsorship income

Income from donations and sponsorship is included in the income and expenditure account and accounted for when received. Income which has restrictions imposed on its use, has been treated as restricted fund income.

Grants

Grants received are to further promote the charity's aims and growth.

Revenue based grants are taken to the income and expenditure account as income for the period in which they arise. Capital Grants which are given for a specific purpose and have conditions imposed are treated as restricted fund income and are recognised when received.

Charitable income

Charitable income consists of income raised from memberships and life saving awards/events. Income is accounted for on an accruals basis.

Trading income

Income from the sale of goods is recorded in the incoming resources and accounted for when received.

(b) Expenditure

All expenses are recognised when they fall due.

(c) Tangible fixed assets and depreciation

Tangible assets are depreciated on a reducing balance basis over their estimated useful lives, at the following rates:

Office equipment	30%
Boat	30%
Motor vehicles	25%

(d) Charitable and Administration Costs

These are charged directly to the income and expenditure account as they arise and allocated to the appropriate heading. All expenses are shown gross and not netted off against income.

(e) Leasing

Operating lease annual rentals are charged to the income and expenditure account on a straight line basis over the term of the lease.



Surf Life Saving Association of Great Britain (Limited by Guarantee)

Notes and Accounting Policies

Year Ended 31 December 2003

(f) **Taxation**

The company is exempt from taxation on the grounds that it is a registered charity.

(g) **Investments (UK Listed)**

These are valued at the current market value. Unrealised losses or gains are included in the statement of total recognised gains and losses in the income and expenditure account.

(h) **Fund Accounting**

The charity's unrestricted funds may be used at its discretion for any purpose. The restricted funds have specified uses as stated in note 16.

(i) **Transfers between funds**

Transfers are made at the discretion of the officers as and when required.

(j) **Group Accounts**

The financial statements present information about the company as an individual undertaking and not about it as a group. The company and its subsidiary undertaking, which was dissolved on 9 December 2003, qualified as a small sized group. The company has therefore taken advantage of the exemption provided by Section 248 of the Companies Act 1985 not to prepare group accounts.

(k) **Cashflow**

The accounts do not include a cashflow statement because the company, as a small reporting entity, is exempt from the requirement to prepare such a statement under Financial Reporting Standard 1 "cashflow statements".

2 Investment Income

	2003	2002
	£	£
Bank deposit interest received	1,004	183

3 Covenanted Profits from the Subsidiary Company

	2003	2002
	£	£
Turnover	-	-
Cost of sales	-	-
Gross profit	-	-
Administrative expenses	-	38
Net (Loss) / Profit	-	(38)
Net covenanted profit	-	-



Surf Life Saving Association of Great Britain (Limited by Guarantee)

Notes and Accounting Policies

Year Ended 31 December 2003

4 Net resources expended / incoming resources

	2003 £	2002 £
The net resources expended / incoming resources for the year are after charging :		
Auditors' remuneration – External scrutiny	2,625	2,500
Depreciation written off tangible fixed assets	8,779	11,266
Devaluation of investment	-	900
Hire of plant and machinery – operating leases	1,374	4,246
Bad debts written of	3,581	-
	<u>20,368</u>	<u>29,912</u>

5 Direct Charitable Expenditure

	Restricted Funds £	Unrestricted Funds £	Total 2003 £	Total 2002 £
Core costs	-	30,833	30,833	43,534
Council of management	-	18,072	18,072	23,985
Sport				
Sport England Development Grant	7,329	-	7,329	5,098
U K Sport Operational Grant	23,863	-	23,863	28,173
Life Saving				
National Life Saving Commission	-	19,748	19,748	16,341
Sponsorship				
South West Water – Regional Development	10,000	-	10,000	8,000
National Charities Lottery Board	13,049	-	13,049	21,174
	<u>54,241</u>	<u>68,653</u>	<u>122,894</u>	<u>146,305</u>



Surf Life Saving Association of Great Britain
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Notes and Accounting Policies

Year Ended 31 December 2003

6 Management and Administration of the Charity

	Restricted Funds £	Unrestricted Funds £	Total 2003 £	Total 2002 £
Core costs	<u>19,932</u>	<u>94,076</u>	<u>114,008</u>	<u>108,114</u>

7 Total Resources Expended

	Staff Costs £	Depreciation £	Other Costs £	Total 2003 £	Total 2002
Direct charitable expenses	-	-	122,894	122,894	146,305
Management and administration of Charity	59,371	8,779	45,858	114,008	108,114
Devaluation of investment	-	-	-	-	900
	<u>59,371</u>	<u>8,779</u>	<u>168,752</u>	<u>236,902</u>	<u>255,319</u>

	2003	2002
Staff Costs:	£	£
Wages and salaries	54,455	46,574
Social Security costs	4,916	4,664
	<u>59,371</u>	<u>51,238</u>
Average number of employees in the year:		
Administration	<u>3</u>	<u>3</u>

No employee earned £50,000 per annum, or more.



Surf Life Saving Association of Great Britain
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Notes and Accounting Policies

Year Ended 31 December 2003

8 Fixed Assets -Tangible Assets

	Office Equipment £	Boat £	Motor £	Total £
Cost				
At 1 January 2003	31,035	31,000	8,000	70,035
Additions	1,547	-	-	1,547
At 31 December 2003	32,582	31,000	8,000	71,582
Depreciation				
At 1 January 2003	23,441	15,810	3,500	42,751
Charge for year	3,097	4,557	1,125	8,779
At 31 December 2003	26,538	20,367	4,625	51,530
Net book amounts				
At 31 December 2003	6,044	10,633	3,375	20,052
At 31 December 2002	7,594	15,190	4,500	27,284

9 Fixed Assets -Investments

	2003 £	2002 £
Historical cost		
Direct investments listed on recognised Stock Exchange in the UK	974	974
Unlisted Investments	-	2
	974	976



**Surf Life Saving Association of Great Britain
(Limited by Guarantee)**

Notes and Accounting Policies

Year Ended 31 December 2003

Listed Investments on UK Stock Market

	2003	2002
	£	£
Valuation		
1 January 2003	1,060	1,960
Devaluation	-	(900)
	<hr/>	<hr/>
31 December 2003	1,060	1,060
	<hr/>	<hr/>
Aggregate market value of listed investments at 31 December 2003	1,060	1,060
	<hr/>	<hr/>

Unlisted Investments

	2003	2002
	£	£
Cost or valuation at 1 January 2003		
Surf Life Saving (Trading) Limited 2 Ordinary shares of £1 each	-	2
	<hr/>	<hr/>
Cost or valuation at 31 December 2003	-	2
	<hr/>	<hr/>

During the year the subsidiary company was dissolved and the investment value of £2 held by the Association written off through bad debt costs.

10 Debtors

	2003	2002
	£	£
Amounts falling due within one year:		
Other debtors	42,566	8,362
Associated trading company subsidiary	-	3,579
	<hr/>	<hr/>
	42,566	11,941
	<hr/>	<hr/>



Surf Life Saving Association of Great Britain (Limited by Guarantee)

Notes and Accounting Policies

Year Ended 31 December 2003

11 Creditors

	2003 £	2002 £
Amounts falling due within one year:		
Other creditors	55	55
Accruals	5,306	14,069
Taxation & Social Security	80	967
	<u>5,441</u>	<u>15,091</u>

12 Other Financial Commitments

At 31 December 2003 the company had annual commitments under non-cancellable operating leases of £1,374 (2002 : £4,246).

13 Share Capital and Members Liability

The company is limited by guarantee. In the event of the company being wound up, the liability of each member is limited to £1.

14 Transactions with the Officers

All officers are members of the charity and pay for subscriptions and other services on normal commercial terms. There were no other transactions with the directors.
No remuneration or expenses have been paid to the trustees during the year.

15 Related Party Transactions

The subsidiary company was dormant during the year and dissolved on 9 December 2003. At the time of dissolution the trading company owed the Association £3,579. This amount has been written off as a bad debt charge in the financial statements.



Surf Life Saving Association of Great Britain
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Notes and Accounting Policies

Year Ended 31 December 2003

16 Restricted Funds

	Balance at 1 January 2003	Movements in Resources		Net Surplus/ (Deficit)	Balance at 31 December 2003
	£	Incoming £	Outgoing £	£	£
South West Water	-	10,000	(10,000)	-	-
Sport England Development Grant	-	7,000	(7,329)	(329)	(329)
U K Sport Operational and International Representation	-	18,700	(23,863)	(5,163)	(5,163)
National Lotteries Community Fund	-	33,500	(32,981)	519	519
	-	69,200	(74,173)	(4,973)	(4,973)
Transfer from Unrestricted Funds					4,973
Balance at 31 December 2003					-

The restricted funds are to be used as follows:

Sport England Development Grant	Club Coaching & Official Development in England
U K Sport Operational Grant	International competition and Meetings
South West Water	Devon & Cornwall Youth & Rescue Equipment
National Lotteries Community Fund	National Volunteer Education Manager



Surf Life Saving Association of Great Britain
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Notes and Accounting Policies

Year Ended 31 December 2003

17 Analysis of Net Assets between Funds

	Tangible Fixed Assets	Investments	Net Current Assets	Total 2003
	£	£	£	£
Restricted Funds				
Sport England Development Grant	-	-	(329)	(329)
U K Sport Operational Grant	-	-	(5,163)	(5,163)
South West Water	-	-	-	-
National Lotteries Community Fund	-	-	519	519
	<hr/>	<hr/>	<hr/>	<hr/>
	-	-	(4,973)	(4,973)
Transfer from Unrestricted Funds	-	-	4,973	4,973
	<hr/>	<hr/>	<hr/>	<hr/>
	-	-	-	-
Unrestricted Funds	20,052	1,060	85,775	106,887
	<hr/>	<hr/>	<hr/>	<hr/>
	20,052	1,060	85,775	106,887
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Francis Clark

CHARTERED ACCOUNTANTS

Exeter
Southernhay House
36 Southernhay East
Exeter EX1 1NX
tel 01392 667000
fax 01392 667001
mail@exeter.francisclark.co.uk

Newton Abbot
23 Devon Square
Newton Abbot
TQ12 2HU
tel 01626 206206
fax 01626 206200
mail@newton.francisclark.co.uk

Plymouth
31 Houndiscombe Road
Plymouth
PL4 6HA
tel 01752 301010
fax 01752 312430
mail@plymouth.francisclark.co.uk

Tavistock
Ridge Grove
Russell Street, Tavistock
PL19 8BE
tel 01822 613355
fax 01822 617481
mail@tavistock.francisclark.co.uk

Torquay
58 The Terrace
Torquay
TQ1 1DE
tel 01803 400000
fax 01803 407390
mail@torquay.francisclark.co.uk

www.francisclark.co.uk