



South Wales Outdoor Activity Providers Group

Annual Report 2019

Preface

The South Wales Outdoor Activity Providers Group (SWOAPG) was incorporated as a (not-for-profit) Company Limited by Guarantee on 31 July 2018 (registered No 11492917, registered address Bryn Bolgoed, Libanus, Brecon LD3 8EP). It was formerly operated as an Unincorporated Association.

Registered companies are generally required to produce an annual report and submit this to both Members and Companies House. However, by virtue of its small turnover and assets, SWOAPG is designated as a 'micro-enterprise' and does not therefore need to produce an annual report (and is subject to simplified accounting requirements).

Nevertheless, the Directors have decided to produce this brief report for the benefit of Members.

This report formally covers the period 1 August 2018 to 31 July 2019 but also addresses the period 1 August 2019-31 October 2019.

Key Personnel

A Steering Group comprising the following Members has overseen SWOAPG's operations relating to representation of outdoor activity providers and delivery of environmentally sustainable outdoor activities:

Jeff Calligan, Mountain & River Activities
 Simon Fenton, Gower Adventures (from Oct 2018)
 CJ Griffiths, Brecon Adventures (from Oct 2019)
 Stephen Parsons (nee Davies), School Camp Ltd (from Nov 2018)
 Richard Carpenter, Outward Bound Trust (to Mar 2019)
 Will Kilner, Adventures with Will
 Roger Lee, Hampshire & Cass Foundation Mountain Centre (from Nov 2018)

Katie Lloyd, Princes Trust
 Jethro Moore, Adventure Beyond
 Simon Neenan, Atlantic College (to Nov 2018)
 Steve Rayner, Independent (to Oct 2018)
 Emyr Rees, Atlantic College (Chair)
 Mark Soanes, Call of the Wild
 Ieuan Starks, School Camp Ltd (Treasurer)
 Nick Winder, Tirabad REC
 Matt Woodfield (to Nov 2018)

The following Directors have managed the Company's business operations, ensuring that SWOAPG operates in accordance with law and good governance practice:

Jeff Calligan, Mountain & River Activities
 Stephen Parsons (nee Davies), School Camp Ltd (from Nov 2018)
 Steve Rayner, Independent (to Oct 2018)

Emyr Rees, Atlantic College (Chair)
 Mark Soanes, Call of the Wild (from Oct 2018)
 Ieuan Starks, School Camp Ltd (Treasurer)

Throughout the period, Steve Rayner has been engaged as a consultant to fulfil the duties of Coordinator and Company Secretary, responsible for delivering SWOAPG's day-to-day business.

Performance Review

The aim of SWOAPG is to provide representation on behalf of all Outdoor Activity Providers active in the Brecon Beacons and South Wales area; and provide a focal point for projects and initiatives relating to the delivery of environmentally sustainable Outdoor Activities in these areas.

During this period the Coordinator and Steering Group members have undertaken or arranged the following activities in support of this aim:

- an Annual General Meeting in November 2018, providing opportunities for Providers to share information and concerns relating to outdoor activities in the Area;
- ongoing liaison with Brecon Beacons National Park Authority (BBNPA) and Natural Resources Wales concerning the Concordat for Gorge Walking in the Waterfalls Area; with

- Powys County Council concerning canoeing access from Glasbury to Hay; and with BBNPA and Dŵr Cymru concerning the Reservoir Passport Scheme;
- representation at meetings of THE Institute for Outdoor Learning, Wales Adventure Tourism Organisation (WATO), the Outdoor Alliance; National Access Forum Wales; Brecon Beacons Local Access Forum; Brecon Beacons, Swansea Bay & Mid-Wales Tourism groups; the Waterfalls Area Safety Group; etc.;
 - submissions to Welsh Government consultations on 'Brexit and our Land', calling for recreational access to be recognised as a 'public good' (October 2018); and 'Sustainable Farming and our Land', calling for access improvements to be included in any post-Brexit farm payment scheme;
 - training and networking workshops for Members:
 - May 2019 Caving workshop;
 - Sep & Oct 2018, Jul & Nov 2019 Gorges Code of Conduct;
 - Jun 2019 Mellte rescue workshop; and
 - Jun 2019 Gower climbing workshop;
 - a Residents' Activity day, supported free-of-charge by Providers, in May 2019; and
 - circulation to Members of important 'alerts' and other information on matters affecting outdoor activity provision and access in the Area.

Since August 2018 SWOAPG has completed its transition from an Unincorporated Association to a (not-for-profit) Company Limited by Guarantee, supported by a BBNPA Sustainable Development grant (worth £6,400 over 12 months – match-funded by volunteer donations of time and resources), which enabled the Coordinator to undertake the necessary work including new arrangements for identification of gorge-walking groups operating in Waterfall Country.

At October 2019 SWOAPG had 265 Members¹ (increased from 180 in September 2018) generated over £6,000 of income. If this level of income can be sustained, it should be sufficient to maintain a base level of service in future years by the Coordinator, particularly if supplemented by other sources of income (noting that our average expenditure over the last 3 years has exceeded £6,000, although this has included self-funded project work). Future funding therefore remains a risk that the Directors will continue to monitor closely.

In September 2018, SWOAPG was a partner in a successful bid by WATO to conduct a feasibility study into the development of outdoor activities in the Vale of Glamorgan. This project commenced in November 2018 and completed in Summer 2019, generating £670 additional net income for SWOAPG.

Financial Accounts

A statement of accounts is attached covering both the Unincorporated Association for the periods 1 April 2015 to 31 July 2018 and the Company for the period 1 August 2018 to 31 July 2019.

These accounts are not required to be audited (since SWOAPG is a 'micro-enterprise') but they have been prepared by the Coordinator and verified by the Treasurer in accordance with Companies House guidelines. The accounts for 2018/19 have been submitted to Companies House and HMRC (together with a tax return) following the Company's first full year of trading.

Directors' Approval

I confirm that this report has been approved by the Directors prior to publication.



Steve Rayner OBE, Coordinator / Company Secretary, 26 November 2019.

¹ 75 Full Members (£75), 15 Associate Members (£25), 78 Additional Staff of Full Members, 1 Youth Member, 30 Supporters, 66 Subscribers (all Free).

South Wales Outdoor Activity Providers Group Annual Accounts

As at 31 July 2019

	Notes	1/8/18- 31/7/19	2 1/4/18- 31/7/18	1 1/4/17- 31/3/18	2016/17	2015/16
Income & Revenue		£ 12,397.80	£ 8,254.96	£ 7,799.00	£ 7,495.36	£ 9,629.81
Visit Wales Funding				£ 7,799.00	£ 4,828.27	£ 6,429.81
BBNPA Funding	3	£ 4,120.04	£ 2,279.96			
Membership fees received	4	£ 6,090.00	£ 5,625.00			
Workshop fees received	4	£ 570.00	£ 350.00		£ 650.00	£ 240.00
Project fees received	5	£ 1,617.55			£ 2,017.09	£ 2,960.00
Bank interest		£ 0.21				
Expenditure		£ 9,166.44	£ 3,923.71	£ 10,636.24	£ 7,128.67	£ 11,896.19
Co-ordinator fees		£ 6,039.00	£ 3,448.50	£ 9,372.94	£ 5,972.55	£ 8,312.39
Travel		£ 144.00	£ 67.50			
Membership costs	6	£ 645.09				
Workshop costs	4	£ 187.00	£ 100.00	£ 235.00	£ 450.00	£ 615.00
Project costs	5	£ 947.95			£ 360.00	£ 1,054.81
Payment processing fees	4	£ 253.75	£ 239.99			
Administration / Miscellaneous	7	£ 949.65	£ 67.72	£ 1,028.30	£ 346.12	£ 1,913.99
Income less Expenditure		£ 3,231.36	£ 4,331.25	-£ 2,837.24	£ 366.69	-£ 2,266.38
Depreciation	7	£ 86.09				
Operating Profits		£ 3,145.27				
Annual Investment Allowance (AIA)	8	£ 860.93				
Trading Profits		£ 2,370.43				
Corporate Tax		£ 450.38				
Net Profit		£ 1,833.96				
Assets		£ 9,314.20	£ 6,980.39	£ 1,837.68	£ 4,674.92	£ 4,308.23
Fixed Assets	9	£ 774.84	£ -	£ -	£ -	£ -
Current Assets	10	£ 7,915.06	£ 6,321.93	£ 1,837.68	£ 4,674.92	£ 4,308.23
Prepayments and accrued income	11	£ 624.30	£ 658.46	£ -	£ -	£ -
Capital, Reserves and Liabilities		£ 9,314.20	-£ 811.46	£ -	£ -	£ -
Reserves	12a	£ 3,145.27	£ -	£ -	£ -	£ -
Capital received	12b	£ 6,168.93				
Provisions for liabilities		£ -	£ -	£ -	£ -	£ -
Creditors (amounts falling due within 1yr)	13	£ -	-£ 811.46	£ -	£ -	£ -
Creditors (amounts falling due after 1yr)		£ -	£ -	£ -	£ -	£ -
Accruals and deferred income		£ -	£ -	£ -	£ -	£ -
Net Increase from Previous Period		£ 3,145.27	£ 4,331.25	-£ 2,837.24	£ 366.69	-£ 2,266.38

Notes to the Accounts

- Accounts to 31/3/18 are for end of Financial Year of the Unincorporated Association, 12 month comparison with previous years
- Accounts to 31/7/18 are up to Incorporation Date of Company Limited by Guarantee
- Sustainable Development Grant awarded Apr 2018 by Brecon Beacons National Park Authority to fund SWOAPG development.
Total grant value £6400 paid by Apr 2019
- Membership and Workshop fees introduced Apr 2019. Online management system incurs c.4% processing fee for all payments.
Workshop providers paid £50 per workshop towards expenses.
- 2018/19 Project Fees & Costs: Glamorgan Coastal Project
- Membership costs include membership cards etc.
- Administration in 2017/18 included printing; meeting mileage; website and insurance.
Administration in 2018/19 includes donation, website, postage, Companies House registration & filing, telephone, insurance
- 100% AIA claimed for ID card printer = £860.93: Pool c/f = £0
- ID card printer purchased from BBNPA capital grant element

10. Current Assets:		at 31/7/19	at 31/7/18	at 30/4/18	2016/17	2015/16
	Net Balance:	£ 7,915.06	£ 6,321.93	£ 1,837.68	£ 4,674.92	£ 4,308.23
	NatWest current account	14 £ -	£ 5,902.26	£ 1,837.68	£ 4,674.92	£ 4,308.23
	Lloyds Current account	15 £ 5,713.83				
	Lloyds Instant Online account	15 £ 2,000.21				
	PayPal business account	16 £ 201.02	£ 419.67			
	GoCardless account	16 £ -	£ -			

- Accrued income: invoices for membership or grant payments made to BBNPA / WATO but not yet received at accounting date
- 2018/19 Operating Profit recorded as Reserves
- Capital introduced from previous incarnation of SWOAPG as an unincorporated organisation (current assets less liabilities)
- Creditors: invoices received from Coordinator but not yet paid at accounting date
- Funds transferred from NatWest Association Account to Lloyds Company Account 8 Oct
- Lloyds Company Account opened Sep 2018, Instant Online saving account Apr 2019
- PayPal and GoCardless Accounts receive funds from Members paid via online membership system

For the year ending 31 July 2019 the company is entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The Members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476. The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the micro-entity provisions.