



# South Wales Outdoor Activity Providers Group

## Annual Report 2021

### 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 2020 to 31 July 2021 but also addresses the period 1 August 2021-31 October 2021.

### 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:

Stephen Bird, LoadedUK	Neil McMullen, Blue Ocean Activities
Steffan Davies, Hawk Associates	Jethro Moore, Adventure Beyond
Simon Fenton, Gower Adventures	Tom Sampson, Hampshire Mountain Centre
CJ Griffiths, Brecon Adventures (to Aug 2020)	Mark Soanes, Call of the Wild Ltd
Will Kilner, Adventures with Will	Ieuan Starks, School Camp Ltd
Roger Lee, Independent (Chair)	Nick Winder, Tirabad REC (to Mar 2021)
Katie Lloyd, Princes Trust (to Nov 2020)	

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

Stephen Bird, LoadedUK (from Jul 2021)	Mark Soanes, Call of the Wild Ltd
CJ Griffiths, Brecon Adventures (to Aug 2020)	Ieuan Starks, School Camp Ltd (to Jul 2021)
Roger Lee, Independent (Chair)	

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 promote & develop sustainable outdoor activity provision in South Wales; providing representation on behalf of all Outdoor Activity Providers active in the Brecon Beacons and South Wales area and a focal point for projects and initiatives relating to the delivery of environmentally sustainable Outdoor Activities in these areas.

During this period the Coordinator, Directors and Steering Group members have undertaken or arranged the following activities in support of this aim (partly supported by additional funding for the Coordinator provided by the Government's Self-Employment Income Support Scheme during the Covid-19 crisis):

- an Annual General Meeting in November 2020, 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 concerning the Reservoir Passport Scheme;
- representation at meetings of Wales Adventure Tourism Organisation (WATO), the Outdoor Alliance Wales; National Access Forum Wales and its Access to Waters sub-group; Brecon Beacons Local Access Forum & National Park Management Plan Stakeholder Reference Group; Brecon Beacons, Swansea Bay & Mid-Wales Tourism groups; the Waterfalls Area Safety Group; Wales Council for Outdoor Learning; and The Outdoor Partnership's South Wales Stakeholder Groups;
  - supporting Providers in South Wales through the Covid-19 crisis and lockdowns – which had a huge adverse impact on the tourism & hospitality sectors in Wales:
    - lobbying Welsh Government – in partnership with WATO, the Outdoor Alliance Wales and other stakeholders – to ensure the needs of our sector were properly considered; and
    - sign-posting Members to key information about rules, regulations and financial support available to them; through regular e-mail bulletins and occasional online workshops;
  - submissions to the Welsh Government's ongoing Access Reform Programme;
  - training and networking workshops for Members:
    - Aug 2020 Gorge user's online workshop;
    - Sep 2020: online Workshop for Providers and Instructors to Share Good Practice around Activities and Covid-19; and Mellte Code of Conduct Training online workshop; and
    - since Mar 2021 introduction and administration of an online training package covering the operation of the Concordat for Gorge-Walking in Waterfall Country for organisations and leaders;
  - and circulation to Members of important 'alerts' and other information on matters affecting outdoor activity provision and access in the Area.

At October 2021 SWOAPG had 598 Members/Subscribers<sup>1</sup> (increased from 274 in October 2020 – mostly as a result of many gorge-leaders completing our online training and becoming free subscribers) generating approx. £4,900 of income (almost identical to the previous year). We have sufficient reserves to continue to operate with our current level of activity until Mar 2022, but future funding remains a significant risk that the Directors will continue to monitor closely.

## 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 2021.

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 Directors in accordance with Companies House guidelines. The accounts for 2020/21 will be submitted to Companies House and HMRC (together with a tax return) following the Company's third 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, 29 October 2021.

---

<sup>1</sup> 62 Full Members (£79), 14 Associate Members (£26); 75 Additional Staff of Members, 31 Supporters, 208 Subscribers (all Free).

# South Wales Outdoor Activity Providers Group

## Annual Accounts

As at 31 July 2021

	Notes	1/8/20- 31/7/21	1/8/19- 31/7/20	1/8/18- 31/7/19	2 1/4/18- 31/7/18	1 1/4/17- 31/3/18	2016/17	2015/16
<b>Income &amp; Revenue</b>		<b>£ 6,642.23</b>	<b>£ 4,086.01</b>	<b>£ 12,397.80</b>	<b>£ 8,254.96</b>	<b>£ 7,799.00</b>	<b>£ 7,495.36</b>	<b>£ 9,629.81</b>
Visit Wales Funding						£ 7,799.00	£ 4,828.27	£ 6,429.81
BBNPA Funding		£ -	£ -	£ 4,120.04	£ 2,279.96			
Membership fees received	3	£ 6,342.00	£ 4,035.00	£ 6,090.00	£ 5,625.00			
Workshop fees received	3	£ 25.00	£ 50.00	£ 570.00	£ 350.00		£ 650.00	£ 240.00
Project fees received	13	£ 275.00	£ -	£ 1,617.55			£ 2,017.09	£ 2,960.00
Bank interest		£ 0.23	£ 1.01	£ 0.21				
<b>Expenditure</b>		<b>£ 5,263.06</b>	<b>£ 7,189.43</b>	<b>£ 9,166.44</b>	<b>£ 3,923.71</b>	<b>£ 10,636.24</b>	<b>£ 7,128.67</b>	<b>£ 11,896.19</b>
Co-ordinator fees		£ 3,892.61	£ 5,599.71	£ 6,039.00	£ 3,448.50	£ 9,372.94	£ 5,972.55	£ 8,312.39
Travel		£ 10.50	£ 212.10	£ 144.00	£ 67.50			
Membership costs	4	£ 82.50	£ 127.72	£ 645.09				
Workshop costs	3	£ -	£ 100.00	£ 187.00	£ 100.00	£ 235.00	£ 450.00	£ 615.00
Project costs		£ 25.00	£ -	£ 947.95			£ 360.00	£ 1,054.81
Payment processing fees	3	£ 216.27	£ 136.39	£ 253.75	£ 239.99			
IT	5	£ 357.34	£ 386.22					
Insurance	5	£ 621.16	£ 577.34					
Administration / Miscellaneous	5	£ 57.68	£ 49.95	£ 949.65	£ 67.72	£ 1,028.30	£ 346.12	£ 1,913.99
<b>Income less Expenditure</b>		<b>£ 1,379.17</b>	<b>-£ 3,103.42</b>	<b>£ 3,231.36</b>	<b>£ 4,331.25</b>	<b>-£ 2,837.24</b>	<b>£ 366.69</b>	<b>-£ 2,266.38</b>
Depreciation	6	£ 86.09	£ 86.09	£ 86.09				
<b>Operating Profits</b>		<b>£ 1,293.08</b>	<b>-£ 3,189.51</b>	<b>£ 3,145.27</b>				
Annual Investment Allowance (AIA)		£ -	£ -	£ 860.93				
<b>Trading Profits</b>		<b>£ 1,379.17</b>	<b>-£ 3,103.42</b>	<b>£ 2,370.43</b>				
Corporate Tax Due	11	£ 122.74	-£ 450.49	£ 450.49	19% of Trading Profits			
<b>Net Profit</b>		<b>£ 1,170.34</b>	<b>-£ 2,739.02</b>	<b>£ 2,694.78</b>	<b>after tax &amp; depreciation</b>			

<b>Assets</b>		<b>£ 7,417.77</b>	<b>£ 6,124.69</b>	<b>£ 9,314.20</b>	<b>£ 6,980.39</b>	<b>£ 1,837.68</b>	<b>£ 4,674.92</b>	<b>£ 4,308.23</b>
Fixed Assets	6	£ 602.66	£ 688.75	£ 774.84	£ -	£ -	£ -	£ -
Current Assets	7	£ 6,364.62	£ 4,751.45	£ 7,915.06	£ 6,321.93	£ 1,837.68	£ 4,674.92	£ 4,308.23
Prepayments and accrued income	8	£ 450.49	£ 684.49	£ 624.30	£ 658.46	£ -	£ -	£ -
<b>Capital, Reserves and Liabilities</b>		<b>£ 6,124.69</b>	<b>£ 9,314.20</b>	<b>£ 6,619.42</b>	<b>£ 2,649.14</b>	<b>£ 4,674.92</b>	<b>£ 4,308.23</b>	<b>£ 6,574.61</b>
Retained earnings	9	£ 6,001.95	£ 9,314.20	£ 6,168.93	£ 3,460.60	£ 4,674.92	£ 4,308.23	£ 6,574.61
Capital received		£ -	£ -	£ -				
Provisions for liabilities	10	£ 122.74	£ -	£ 450.49	£ -	£ -	£ -	£ -
Creditors (amounts falling due within 1yr)	11	£ -	£ -	£ -	£ 811.46	£ -	£ -	£ -
Creditors (amounts falling due after 1yr)		£ -	£ -	£ -	£ -	£ -	£ -	£ -
Accruals and deferred income		£ -	£ -	£ -	£ -	£ -	£ -	£ -
<b>Assets less Liabilities (= Operating Profit)</b>		<b>£ 1,293.08</b>	<b>-£ 3,189.51</b>	<b>£ 2,694.78</b>	<b>£ 4,331.25</b>	<b>-£ 2,837.24</b>	<b>£ 366.69</b>	<b>-£ 2,266.38</b>

### 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
- 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.
- Membership costs include membership cards etc.
- Administration includes postage, Companies House filing, telephone (and pre-2020, IT & insurance)
- ID card printer purchased from BBNPA capital grant element, depreciated at 20%pa

7. Current Assets:		at 31/7/21	at 31/7/20	at 31/7/19	at 31/7/18	at 30/4/18	2016/17	2015/16
Net Balance:		£ 6,364.62	£ 4,751.45	£ 7,915.06	£ 6,321.93	£ 1,837.68	£ 4,674.92	£ 4,308.23
NatWest current account				£ -	£ 5,902.26	£ 1,837.68	£ 4,674.92	£ 4,308.23
Lloyds Current account		£ 3,757.30	£ 2,392.55	£ 5,713.83				
Lloyds Instant Online account		£ 2,001.45	£ 2,001.22	£ 2,000.21				
PayPal business account	12	£ 605.87	£ 357.68	£ 201.02	£ 419.67			
GoCardless account	12	£ -	£ -	£ -	£ -			

- Payments and accrued income: invoices for membership etc. issued but not yet received at accounting date; £450.59 tax refund due for FY 2020
- Capital introduced from previous incarnation of SWOAPG as an unincorporated organisation, maintained as current asset in bank, transferred from reserves
- Corporate tax liability at end of year
- Creditors: invoices received from Coordinator but not yet paid at accounting date
- PayPal and GoCardless Accounts receive funds from Members paid via online membership system
- £250 Income in 2021 from NRW via PCF for WATO work; £25 for radon monitoring

For the year ending 31 July 2021 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.