



**BLAKENEY HARBOUR
ASSOCIATION**

BLAKENEY HARBOUR ASSOCIATION

**CHARITABLE INCORPORATED ORGANISATION
NUMBER 1163228**

**REPORT, ACCOUNTS AND INDEPENDENT EXAMINERS REPORT
FOR THE PERIOD 1 JANUARY 2023 TO 31 DECEMBER 2023**

7 The Close, Norwich, Norfolk, NR1 4DJ

BLAKENEY HARBOUR ASSOCIATION TRUSTEES REPORT

The Trustees present their annual report and accounts for the period from 1 January 2023 to 31 December 2023

REFERENCE AND ADMINISTRATIVE INFORMATION

The Blakeney Harbour Association (BHA) is a registered Charitable Incorporated Organisation with voting members (No. 1163228) established by its governing document (Constitution) dated 20 August 2015. The BHA evolved from the Blakeney Harbour Boatmen's Association whose members agreed to become a charity and whose assets were transferred to the BHA under a Deed of Transfer. The accounts are compliant with current statutory requirements in accordance with its Constitution.

Committee of Trustees

The Committee of Trustees consists of

N. Thompson	Trustee
S. Green	Trustee
A. Ruff	Trustee (Hon. Treasurer)
J. Cowan	Trustee
J. Bean	Trustee
W. Darby	Trustee
H. Archer	Trustee
M. Mirams	Trustee
W. Athill	Trustee
S. Rutt	Trustee

The Trustees are supported by the Association's Secretary L. Millett.

STRUCTURE AND GOVERNANCE

Governing Document

The charity is governed by the provisions of its Constitution as detailed above.

Governing Body

Trustees are generally appointed in accordance with the Constitution and confirmed at the Annual General Meeting. Meetings are held regularly throughout the year as both planning and reviewing process for the activities of the charity.

Methods, policies and procedures for the recruitment, appointment and induction of new trustees

The Trustees are appointed to serve based on their skills, experience, enthusiasm and high ethical standards.

OBJECTIVES, PRINCIPAL ACTIVITY AND PUBLIC BENEFIT

- 1) The maintenance, improvement, protection, and conservation of Blakeney Harbour for the benefit of the public including all users of the Harbour and the residents of Blakeney, Morston, Stiffkey and Cley.
- 2) The advancement of education through the provision of advice and information to the users of Blakeney Harbour and the communities of Blakeney, Morston, Stiffkey and Cley relating to the Harbour and its surrounding areas.
- 3) The promotion of public safety and the prevention and deterrence of crime in and around Blakeney Harbour.

The Trustees confirm that they have referred to the general guidance issued by the Charity Commission on public benefit when reviewing the charity's objectives.

BLAKENEY HARBOUR ASSOCIATION

REVIEW OF ACHIEVEMENTS AND PERFORMANCE FOR THE YEAR

During the period covered by this report the Association has focused its efforts on the following:

- Safety
- Education and communication
- Environmental work
- Sustainability

Safety

Blakeney point started to move position in the year, this focused the buoyage team to reposition Buoys 1,3 and 5 to assist with navigation in this area.

Minor changes were made within the harbour to the small channel markers leading to Cley and Blakeney to accommodate shifting sands and banks.

A replacement Drone was purchased with increased range which has enabled greater monitoring of the shifting tides and ground levels. Monthly inspections by air when the weather permits have proved useful and time saving.

The local aids to navigation under the management of Blakeney Harbour Association at Blakeney Harbour were inspected on 06/09/2023 by an Officer of Trinity House and found to be in good and efficient order.

Education and Communication

The Harbour Wardens have continued with their excellent work giving advice to members of the public. The notice boards have been updated to their usual high standards. We have produced a quarterly newsletter for member updates, along with regular email navigation information.

Environmental work

During the period being reported work has continued to clear abandoned craft from the Harbour along with re-uniting displaced boats with their owners via BHA mailouts. Work is underway to develop a technique for the safe disposal of abandoned boats.

Sustainability

Membership increased during the year. Our new membership database confirms the number of voting members has increased to 575.

RISK MANAGEMENT

The Committee have reviewed the charities risk register and the significant risks that may impact the charity. Actions and safeguards to mitigate such risks are being taken where necessary.

BLAKENEY HARBOUR ASSOCIATION

FINANCIAL REVIEW

Policy

The Associations accounts are produced on an accruals basis. Non-cash assets consist largely of buoys and associated ground tackle which are treated as revenue expenditure and written off on purchase / acquisition. As such the Association has no fixed assets and therefore no depreciation charges appear in the accounts.

Financial Performance

The attached statement of income and expenditure demonstrates in financial terms the activities of the charity for the period being reported. A deficit of (£10,290) was produced during the period on an income of £21,939 (of which £11 is restricted) and includes expected Gift Aid income from donations during the year of £3,388. The Majority of the expenditure during the year was the purchase of Bouy maintenance equipment to include chain and connections to be installed in the Harbour when appropriate. The remainder was devoted to meeting the Associations other objectives with Safety and Security rightly taking priority.

Reserves Policy

The BHA maintains its reserves in an interest-bearing account with its bankers. A minimum level for reserves has been set at £20,000 which is considered adequate to deal with any unexpected expenditure needs beyond those anticipated in the annual budget.

STATEMENTS OF TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

The law applicable to Charities in England and Wales requires Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charity SORP;
- Make judgements and estimates 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;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of its Constitution. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Committee and signed on their behalf by:

Andrew Ruff - Hon. Treasurer

A handwritten signature in blue ink, appearing to read 'ARuff', is written over the name of the Treasurer.

Dated: 13th March 2024

BLAKENEY HARBOUR ASSOCIATION

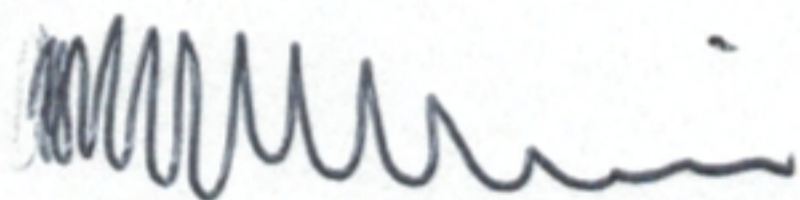
Income and Expenditure for the period 1st January to 31st December 2023				
	Unrestricted Funds £	Restricted Funds £	Total £	Previous Period £
Income ¹				
Membership Donations	14,130	0	14,130	14,143
Restricted Donations	0	0	0	0
Other Donations	595	0	595	788
Other Income and Interest ²	3,723	11	3,734	1,483
Gift Aid ³	3,480	0	3,480	2,913
Grants	0	0	0	0
Total Income	21,928	11	21,939	19,327
Expenditure ⁴				
Safety and Security ⁵	27,342	0	27,342	3,076
Conservation	0	0	0	5,000
Education	0	0	0	438
Other	4,887	0	4,887	3,088
Total Expenditure	32,229	0	32,229	11,602
Surplus/(deficit)	(10,301)	11	(10,290)	7,725

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Statement of Assets and Liabilities as of 31 December 2023				
	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Cash at bank				
Current Accounts	14,154	1,389	15,543	23,914
Capital Account	73,559	0	73,559	75,974
Total cash at bank	87,713	1,389	89,102	99,888
<i>Represented by</i>				
<i>Opening balance at period start</i>	98,510	1,378	99,888	90,119
<i>Cash Surplus/(Deficit) in period</i>	(10,797)	11	(10,786)	9,769
Total Cash Assets	87,713	1,389	89,102	99,888
Debtors ³	3,388	0	3,388	2,892
Total Assets	91,101	1,389	92,490	102,780
Liabilities	0	0	0	0
Total Assets less Liabilities	91,101	1,389	92,490	102,780

The above accounts were approved by the Committee of Trustees and signed on their behalf by:

Mike Mirams



Dated: 13th March 2024

Andrew Ruff Hon. Treasurer



Dated: 13th march 2024

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Notes to the accounts:

1. Income is brought into the accounts on an accruals basis.
2. Made up primarily of interest from cash in the Capital Account.
3. Gift Aid of £3,388 is due on 2023 donations and has been taken into income and reflected as a debtor in the assets and liabilities statement.
4. Expenditure is brought into the accounts on an accruals basis and has been allocated to groups reflecting the three objectives of the charity.
5. Safety and Security expenditure includes spending on buoys, ground tackle, weights and associated consumables.
6. H. Archer, a Trustee, is a director and shareholder of Archer Engineering Ltd which has during the year supplied fencing and equipment to erect an area at his premises to store BHA Buoyage and equipment at a cost of £597.18 Inc VAT. This has been invoiced to the charity at cost.
7. N. Thompson is a trustee and a director of coastal hire which hires Bouy maintenance vessels to the charity of which there are two invoices for the period of £540 and £180 Inc VAT.
8. Neil Thompson is a trustee and director of Neil Thompson Boats, they provided some notice board treatment coatings at a cost of £75.68 Inc VAT.

BLAKENEY HARBOUR ASSOCIATION

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BLAKENEY HARBOUR ASSOCIATION

(Charitable Incorporated Organisation number 1163228)

I report to the trustees on my examination of the accounts of the Blakeney Harbour Association for the year ended 31st December 2023, which are set out on pages 6 to 8.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Christopher Dugdale FCA
MA Partners LLP
7 The Close
Norwich NR1 4DJ

14th March 2024