

Brightlingsea Harbour Commissioners
Report of the Commissioners and Financial
Statements
for the Year Ended 31 March 2022

Brightlingsea Harbour Commissioners

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year ended 31 March 2022**

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Brightlingsea Harbour Commissioners

**Company Information
for the year ended 31 March 2022**

CHAIRMAN: Mr J Addison

HARBOUR MASTER: Mr J Thomas

REGISTERED OFFICE: 4 Copperas Road
Brightlingsea
Essex
CO7 0AP

AUDITORS: Tile & Co
Warden House
37 Manor Road
Colchester
Essex
CO3 3LX

Brightlingsea Harbour Commissioners

Strategic Report for the year ended 31 March 2022

Brightlingsea Harbour is a trust port and as such is an independent statutory body governed by its own unique statute. There are no shareholders or owners, and any surplus is ploughed back into the port for the benefit of the stakeholders of the trust port. This annual report encompasses the advice within the Ports' Good Governance Guidance March 2018 publication which highlights a need for a general improvement in the openness and accountability with which trust ports conduct their business. The UK Corporate Government Code sets out the purpose of corporate governance as being 'to facilitate effective, entrepreneurial and prudent management that can deliver the long term success of a company'. This is relevant to the activities of Strategic Harbour Authorities, concerned as they are with the long term success and sustainability of a harbour.

Brightlingsea Harbour is a small mixed leisure and commercial port with a rich heritage and is within a nature conservation area of international importance. The Harbour comprises a commercial wharf, a marina and several boatyards and provides a total of about 500 berths and moorings which can accommodate boats of up to 50 feet (15m) and 8 feet (2.5m) draft. Facilities at the Harbour have steadily been upgraded over recent years and now include a water taxi, charter service and ferry service, fuelling facilities, scrubbing posts, toilets and showers, and a laundry.

Brightlingsea Harbour was established by an Act of Parliament in 1927 as a Trust Port. It is an independent statutory body governed by a board known as Commissioners comprising the Chairman, the Harbour Master, and a number of other non-executive commissioners. The Chairman and non-executive commissioners are all unpaid volunteers and their appointment is based on the skills and knowledge they bring to the organisation. They are selected and appointed, after the positions are publicly advertised, for a four-year period. They meet as a minimum on 6 occasions throughout the year. The Harbour Master is a Commissioner as well as a full-time employee.

As Commissioners for the harbour, Brightlingsea Harbour Commissioners (BHC) have responsibilities to the Department of Transport and stakeholders to serve local and regional interests, with an ultimate goal to safeguard the Harbour and to hand it on in the same or better condition to succeeding generations. Stakeholders are not specifically defined but are considered to include harbour users, the local community, local businesses and central government.

Trust ports are a valuable asset presently safeguarded by the existing Commissioners whose duty it is to hand it on in the same or better condition to succeeding generations. This remains the ultimate responsibility of the Commissioners and future generations remain the ultimate stakeholder.

The Commissioners, under the Port Marine Safety Code, are accountable for marine safety within the harbour and as such are required to formally and actively consider the safety of people using the harbour and its environment. This responsibility includes the requirement to conduct channel surveys, maintain navigation marks and prepare for civil contingencies.

The limits of the statutory harbour include all the waters in Brightlingsea Creek to the east of a line drawn between the Martello Tower at Point Clear and Bateman's Tower in Brightlingsea, with the exception of the area of St Osyth boatyard. Following the closure of the port of Colchester, Brightlingsea Harbour Commissioners assumed the responsibility for maintaining all the navigation marks and providing pilotage in the River Colne downstream of Roman River. The regulation of these waters is governed by Brightlingsea Harbour Acts and Orders 1927 to 2002, and the Colchester Borough Council Act 2001.

BHC are publicly accountable for the execution of their duties and have the power to enforce Harbour Dues to cover the costs of discharging their statutory obligations. These dues are payable by all users of the Harbour. As a Trust Port it should be run as a commercial business, seeking to generate a surplus that can be ploughed back into the port.

Brightlingsea Harbour Commissioners

Strategic Report for the year ended 31 March 2022

STAKEHOLDERS

It is important to understand who Brightlingsea Harbour's stakeholders are; it is not simply the marine community. Port Users, the local Brightlingsea community of 10,000 people, local businesses, port employees, related interest groups and the national economy are also considered. Stakeholders are the shareholders in the port so the interests of these groups will be served by the board at all times. If conflicts of interest between stakeholders occur the board will exercise its duty to strike a balance which respects the interests of all stakeholders in the light of the objectives of the port, including commercial considerations, and what constitutes the 'common good' for all stakeholders (current and future) and the port itself using the following guiding principles:

- " Ensure sufficient water depth is maintained
- " Maintain, protect and enhance our natural environment
- " Maintain similar mix and number of moorings, managed by the Harbour
- " Maintain and sustain suitable facilities for visiting boats
- " Identify gaps in services and, where appropriate, either work with others to provide or provide ourselves
- " Maintain current quality standards (e.g. Gold Anchors, PMSC) and identify any appropriate standards that will help further improve the harbour's operation
- " Maintain our compliance with the Port Marine Safety Code
- " Operate a financial model which ensures sustainability, phased capital equipment replacement and a regular maintenance schedule
- " Maintain and build strong working relationships with all harbour users and stakeholders
- " Provide value for money.
- " Encourage all harbour stakeholders to appreciate the unique character of the harbour

It was the intention to hold two six monthly meetings of the stakeholders and was achieved despite the Covid restrictions. In addition, there were two meetings of the Leisure and Recreational Advisory Groups as well as several interviews with specific stakeholders on evidence gathering for a statutory response. Development of the harbour's website, greater use of Twitter, Facebook, Instagram and You Tube to promulgate information, including minutes of commissioners' meetings, was made. There was even a harbour App created which enabled greater integration of stakeholders with the harbour. Stakeholder engagement is welcomed and opportunities for more information exchange continue to be explored.

PORT MARINE SAFETY CODE

A return was submitted to the MCA confirming compliance to the PMSC during the period. The Commissioners remain as Duty holders of the safety within the harbour, the safety compliance is independently audited by a Designated Person that is currently a Senior Master on Stena Line ferries. He reports directly to the Commissioners. There were a number of developments in this area to ensure compliance with the code.

Workshops were re-fitted ensuring they met current regulations, the wreckhouse was also subject to the same improvements despite its listed status.

There were numerous stakeholder group engagements in addition to the two scheduled stakeholder meetings, the Commissioners also delivered a statutory response to Tendring District Council on planning considerations.

Management of Personal Watercraft within the harbour limits required an investment of approximately £10K for the deployment of security at Point Clear launch site and provision of Swimming marker buoys. There was a marked improvement brought about by these initiatives, but there is still much to do.

Brightlingsea Harbour Commissioners

**Strategic Report
for the year ended 31 March 2022**

There was one prosecution for PWC misuse however, the volume of prosecution numbers was diminished by a Justice system struggling to catch up post Covid.

A very small number of incidents were reported during the year internally, even fewer externally. In the next year it is planned to facilitate electronic reporting of incidents.

Brightlingsea Harbour Commissioners

Strategic Report for the year ended 31 March 2022

PRINCIPAL ACTIVITIES

The demand for mid-stream pontoon moorings remained high, whilst the Harbour had spare capacity in the more traditional swinging and fore and aft moorings.

The number of visiting boats increased as expected following release from Covid restrictions by 22% compared to the previous year, the water taxi too was subject to an increase of 70%, additional visitors and yachtsman purchasing tokens and not using them until their next visit most likely has accounted for this. Ferry scheduled and charter passengers also improved 65% overall, also the uptake of Harbour tours increased by 120%, following an increase of 464% last year due mainly to the greater number of visitors on a stay local holiday.

Commercial activity revenue from Oliver's Wharf and pilotage increase by 43%, improving on the previous year's 29% decline. Sales of fuel increased by 40% increase this year due to a number of windfarm projects. Fuel provision remains a key service provided to Harbour users and will be retained for as long as it is viable.

The legislation that closed Colchester Port appointed BHC to maintain, on behalf of Colchester Borough Council, a number of specified navigation buoys in the River Colne, from Inner Bench Head buoy to Wivenhoe. Colchester Borough Council pay a fee, set out in the legislation, to BHC for taking on this responsibility. Involvement in charitable events, donations, schools' engagement and schools' week, where the Harbour engages with schools to educate and stimulate future harbour users.

A maintenance dredging programme is now in operation where Commissioners allocate resources annually.

FINANCIAL POSITION

The budget was set for the 2021/22 financial year which aimed to achieve above 7% contribution to reserves at the end of the year. The turnover for the year ending 31st March 2022 was £908,051, with a surplus after taxation of £84,272,

BHC remains in a sound financial position with a satisfactory level of reserves. The current Commissioners' approach to allocating these reserves is as follows: -

- To maintain a minimum of £300,000 to ensure BHC can cover a full year's operational expenditure.
- A proportion of the remaining reserves allocated on a year-on-year basis to BHC's Capital Equipment Replacement programme.

Brightlingsea Harbour Commissioners

Strategic Report for the year ended 31 March 2022

EQUIPMENT

The current cost to replace or where appropriate repair all the Harbour's operational assets would be a minimum of £1,362,819. In FY 2018/19 a fully costed comprehensive repair and replacement plan was established. With prices based on costs as of 2018, the plan requires at least £50,000 to be transferred to reserves annually.

Included was the purchase of a new Pilot workboat £300,000 in order to replace the current one.

DREDGING

The Harbour requires sufficient depth of water to maintain its commercial activities therefore a requirement to dredge frequently exists in three specific areas:

Commercial

- The Harbour's main channel entrance up to the town pontoon, maintaining a depth of 1m below Chart Datum (CD).
- The Town pontoon to Oliver's Wharf and Fuel Barge, maintaining a depth of 0.75m below CD.
- Area of the Fuel Barge, maintaining a depth of 0.75m below CD.
-

Leisure Harbour

- Pontoon moorings in the South channel dredged to a depth of 0.75m below CD.
-

Leisure Marina

- The Marina Depth maintained frequently ensuring that sediment is always in suspension and periodically dredged to a depth of 2m. A comprehensive dredge of the marina is planned for the next financial year.
-

PROPERTY ACQUISITION

Commissioners consider the purchase of property on or near the waterfront as a worthwhile use of reserves so committed £150,000 to purchase land on the waterside during this financial year.

COST MANAGEMENT

In the relentless strive for efficiency the services engaged by the Harbour are kept constantly under review. In FY21/22, we reduced costs further by fitting more efficient electrical components, moving the IT component into the cloud, using platform based booking systems and moving the telephone system to a digital platform.

Brightlingsea Harbour Commissioners

Strategic Report for the year ended 31 March 2022

MARINE ACTIVITIES

Leisure Moorings

The Pontoons out in the Creek are at capacity so the demand is high with applicants on a waiting list. The pontoons are due for replacement and refurbishment in the near future.

Marina

In 2017 we were appointed to manage the Waterside Marina facility and have developed a detailed financial plan. Some restructuring, comprehensive maintenance and an enhanced maintenance dredging programme have been developed. In addition, continued investment in showers and toilets, has delivered a much enhanced offer to visiting yachts' crews. The provision of £40,000 annually to cover rental and costs, is recovered from revenues generated by residents and visitors.

Demand for Waterside Marina moorings remain high with many berth holders opting to take out annual, rather than seasonal, berthing contracts. The comprehensive dredging programme continued throughout the year and once the season commenced the visiting yachts' crews were very impressed with the provision of the new showers and toilets.

Taxi

The water taxi facility enables resident mooring holders and visitors to cross between boats and the Town Jetty. It runs throughout the year during office hours. Taxi hours are extended into the evenings at weekends and during the main season. The Harbour wishes to maintain this subsidised service to users, working towards 'break even' at best. Greater use of tokens has been revenue positive, and the service now returns consistent revenues. Those using the taxi for moorings not owned or managed by the Harbour currently pay more for the service.

Colne Pilotage and Navigation

The Harbour's management as the Lighthouse authority for the River Colne navigation from the Bench Head Buoy to Wivenhoe continues. The inspection, maintenance, repair and replacement of buoys is carried out at regular intervals to ensure it is fit for purpose in providing safe navigation for mariners using the River Colne. The capital value of the Buoys is £132,000, whilst the cost to inspect, replace, service and maintain buoys annually is approximately £90,000. Independent inspection from Trinity House assures our work and have endorsed it with some very positive comments. In addition, the Commissioners are charged with the responsibility for Pilotage in the Colne and must ensure we have suitably trained staff, pilots and appropriate vessels to meet the requirement.

Colne Policing

The Harbour committed to investing at least £5,000 annually in the education, control and policing of the Harbour and River Colne by users speeding in their vessels. Large signs have been erected at launching locations, waterproof leaflets have been distributed to users, alongside visits to clubs and PWC launch areas. There have also been several prosecutions. In FY 21/22 the Harbour revised its plans to manage PWC and attempted to establish a partnership with Colchester Borough Council to deliver a River Patrol using £15000 of reserves to patrol the areas north of its Statutory area.

Visitors

The Harbour has a part to play in attracting visitors. In this 2021/22 Financial year we once again invested £4,000 in advertising, visited other ports, produced leaflets and continued with the Visitors' guide. This has resulted in a 22% increase in numbers. There is always more that we can do, but ultimately visitors come to visit Brightlingsea not just the Harbour. The Harbour continues to work with the town council to build up its profile.

Ferry

The ferry does not attract public subsidy. The Ferry to Point Clear and East Mersea, although not a commuter line, does offer passengers the ability to travel between locations which would have otherwise a longer journey by car or bus. For FY21/22, the Harbour saw an increase of 64% in use have sought ways of reducing costs and passing on savings to customers and will be able to freeze fare increases.

Brightlingsea Harbour Commissioners

Strategic Report for the year ended 31 March 2022

Fuel

Fuel sales increased by 35% over the period this is attributed to a number of Gunfleet Windfarm maintenance projects requiring vessels to deliver engineers to site. Provided there is sufficient demand, the Commissioners remain committed to retaining a fuel facility within the harbour that can be used by all users.

Wharf and commercial activity

The Port of Brightlingsea's Wharf still provides a working trade platform for import and export from the UK. The Wharf is run by Essex Cement who rely on the Harbour to maintain a channel depth of 1m below CD. The first year of the Dredging Plan achieved this. The Harbour continues to maintain the dredged depth. This year there was a marked increase in use of the Wharf of 43%.

The Harbour continues to engage with other commercial operators to provide support where required in the same manner as it does with Orsted the largest commercial operator within its customer base. There has been an increase in short term commercial operators using the Harbour as a base for their activities.

Sponsorship and use of local services

Wherever possible the Harbour will use local service provision at the market rate to carry out its functions. It will also at times sponsor specific activities by stakeholders.

Charitable causes

Many of the projects the Harbour supports are non-profit making and in most cases are at a cost to the Harbour. One such example is Schools' week; the stakeholders (school children) spend a day being shown the marine environment aboard fishing vessels, ferries and historical smacks. This is not only educational but aims to inspire potential future Harbour users. This year it was cancelled due to covid 19 however we will continue to do so in the future.

The Harbour also regularly donates sums to local charities – 'Brightlingsea in Bloom', the local RNLI, St Helena Hospice and First Responders to name but a few.

In addition, the Harbour provides free use of passage on its resources to those engaged in charitable work.

OTHER ACTIVITIES

The Harbour does not operate in isolation and is therefore reliant on positive business relationships across the marine sector locally. When any of those services ceases or requires support we are prepared to assist or, where appropriate, replace until such time as that business can be handed over. Budgets will be decided on a case by case basis.

STAFFING

The staffing element of the Harbour is made up of a small permanent cadre of staff which is supported by locally available incremental staff during busier periods. The balancing of individual needs and requirements is a sensitive one and continually under review. The only way to guarantee a steady and consistent team is to ensure that revenue is maintained and enhanced by the Harbour actively engaging in advertising its activities and continuing to improve its offer. The Continued Apprenticeship programme training selected individuals to a marine standard and as a commercially endorsed boat operator. They will serve for a period of 24 months before they will be assisted in finding a place within the marine industry, this is very much the responsibility of the marine industry and in particular for trusts ports that operate for the benefit of stakeholders.

The introduction of a Head of Maintenance to regularise, improve output and ensure compliance with all industry standards. This has directed investment in newer equipment, tools and methods of maintaining the harbours inventory. This role is subject to development with a view to advances in technology, seeking economies and efficiencies using renewable energy.

Brightlingsea Harbour Commissioners

**Strategic Report
for the year ended 31 March 2022**

Environmental Protection

The harbour is keen to work with partners protecting and improving marine life and the environment within its limits, Essex University have committed to a project testing the impact on marine life by various anti fouling paint. They will also consider the issues regarding materiel deposited into the water by periodic hull scrubbing such as that carried out to boats used for racing.

In partnership with a private environmental company, it helped to encourage marine habitat development in intertidal zones. Geo engineered Cups formed from aggregate using dredged sediment assisted with the development of marine rock pool habitats. These prototype piling habitats were installed in the marina during the summer of 2020 and continue to show positive results

The harbour was also closely involved in the development of the Local Oyster Harvesting, as part of a CEFAS sponsored project.

ON BEHALF OF THE BOARD:

(Original signed)

.....
Commissioner

Date: 16th November 2022

Brightlingsea Harbour Commissioners

Report of the Commissioners

for the year ended 31 March 2022

The Commissioners present their report with the financial statements of BHC for the year ended 31st March 2022.

The Commissioners shown below have held office during the period from 1st April 2021 to the date of this report unless shown otherwise.

J. Thomas (Harbour Master)
J. Addison (Chairman)
A. Thomas (Resigned April 21)
I Finch
P. Hatswell
N. Taylor
A. Scott
F. Brown
D. Nicholson

COMMISSIONERS' RESPONSIBILITIES

The Harbours Act 1964 as amended by subsequent legislation requires the Commissioners to prepare financial statements for each year which comply with the Companies Act 2006 and are in accordance with United Kingdom Generally Accepted Accounting Practice. Under Company law the Commissioners must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Brightlingsea Harbour Commissioners (BHC) and of the results of BHC for that period. In preparing those financial statements, the Commissioners are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting 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; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that BHC will continue in business.

The Commissioners are responsible for keeping adequate accounting records that are sufficient to show and explain BHC transactions and disclose with reasonable accuracy at any time the financial position of the BHC and to enable them to ensure that the financial statements comply with the Companies Act. They are also responsible for safeguarding the assets of BHC and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the Commissioners are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the BHC auditors are unaware, and each Commissioner has taken all the steps that he/she ought to have taken as a Commissioner in order to make himself/herself aware of any relevant audit information and to establish that the BHC auditors are aware of that information.

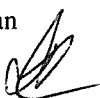
On behalf of the Board:

Mr. J. Addison

Dated:

(Original signed)

Chairman



Mr. J. Thomas

Dated: 16th November 2022

Harbour Master/ Chief Executive

Report of the Independent Auditors to the Members of Brightlingsea Harbour Commissioners

Opinion

We have audited the financial statements of Brightlingsea Harbour Commissioners (the 'company') for the year ended 31 March 2022 which comprise the Income Statement, Other Comprehensive Income, Balance Sheet, Statement of Changes in Equity and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 March 2022 and of its profit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the director's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the director with respect to going concern are described in the relevant sections of this report.

Other information

The director is responsible for the other information. The other information comprises the information in the Strategic Report and the Report of the Director, but does not include the financial statements and our Report of the Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Strategic Report and the Report of the Director for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Strategic Report and the Report of the Director have been prepared in accordance with applicable legal requirements.

Report of the Independent Auditors to the Members of Brightlingsea Harbour Commissioners

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Strategic Report or the Report of the Director.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of director's remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the director was not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Director.

Responsibilities of director

As explained more fully in the Statement of Director's Responsibilities set out on page eight, the director is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the director determines necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the director is responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the director either intends to liquidate the company or to cease operations, or has no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We enquired of management concerning the policies and procedures relating to :

The identification , evaluation and compliance with laws and regulations;

The detection and response to the risk of fraud; and

The establishment of internal controls to mitigate risks related to fraud and non-compliance with laws and regulations

We assessed the susceptibility of the Company's financial statements to material misstatement, including how fraud might occur, by evaluating management's incentives and opportunities for manipulation of the financial statements. This included an evaluation of the risk of management override of controls. We determined that the principal risks were in relation to:

Journal entries

Potential management bias in determining accounting estimates

Transactions with related parties

These audit procedures were designed to provide reasonable assurance that the financial statements were free from fraud or error. However, detecting irregularities that result from fraud is inherently more difficult than detecting those that result from error, as those irregularities that result from fraud may involve collusion, deliberate concealment, forgery or intentional misrepresentations.

Management have not communicated to the audit team any matters of non-compliance with laws and regulations, or fraud and no such matters were identified by the audit team.

**Report of the Independent Auditors to the Members of
Brightlingsea Harbour Commissioners**

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Auditors.

Use of our report

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in a Report of the Auditors and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Jonathon Tile ACA
Tile & Co
Warden House
37 Manor Road
Colchester
Essex
CO3 3LX
Date: 16th November 2022.

Brightlingsea Harbour Commissioners

**Income Statement
for the year ended 31 March 2022**

	Notes	31.3.22 £	31.3.21 £
TURNOVER		908,051	682,808
Cost of sales		<u>316,372</u>	<u>249,821</u>
GROSS PROFIT		591,679	432,987
Administrative expenses		<u>687,895</u>	<u>536,037</u>
		(96,216)	(103,050)
Other operating income		<u>199,520</u>	<u>201,483</u>
OPERATING PROFIT	4	103,304	98,433
Interest receivable and similar income		<u>3,381</u>	<u>4,352</u>
PROFIT BEFORE TAXATION		106,685	102,785
Tax on profit		<u>25,066</u>	<u>15,221</u>
PROFIT FOR THE FINANCIAL YEAR		<u><u>81,619</u></u>	<u><u>87,564</u></u>

The notes form part of these financial statements

Brightlingsea Harbour Commissioners

**Other Comprehensive Income
for the year ended 31 March 2022**

	31.3.22	31.3.21
Notes	£	£
PROFIT FOR THE YEAR	81,619	87,564
OTHER COMPREHENSIVE INCOME	<u>-</u>	<u>-</u>
TOTAL COMPREHENSIVE INCOME FOR THE YEAR	<u><u>81,619</u></u>	<u><u>87,564</u></u>

The notes form part of these financial statements

Brightlingsea Harbour Commissioners

**Balance Sheet
31 March 2022**

	Notes	31.3.22 £	£	31.3.21 £	£
FIXED ASSETS					
Tangible assets	5		485,658		350,712
CURRENT ASSETS					
Stocks		20,085		9,633	
Debtors	6	386,092		156,937	
Cash at bank and in hand		<u>704,837</u>		<u>844,363</u>	
		1,111,014		1,010,933	
CREDITORS					
Amounts falling due within one year	7	<u>556,658</u>		<u>414,407</u>	
NET CURRENT ASSETS			<u>554,356</u>		<u>596,526</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			1,040,014		947,238
PROVISIONS FOR LIABILITIES			<u>26,378</u>		<u>15,221</u>
NET ASSETS			<u><u>1,013,636</u></u>		<u><u>932,017</u></u>
RESERVES					
Other reserves			300,000		300,000
Retained earnings			<u>713,636</u>		<u>632,017</u>
			<u><u>1,013,636</u></u>		<u><u>932,017</u></u>

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Board of Directors and authorised for issue on 16th November 2022 and were signed by:

(Original signed)
.....
Commissioner

Brightlingsea Harbour Commissioners

**Statement of Changes in Equity
for the year ended 31 March 2022**

	Retained earnings £	Other reserves £	Total equity £
Balance at 1 April 2020	544,453	300,000	844,453
Changes in equity			
Total comprehensive income	<u>87,564</u>	<u>-</u>	<u>87,564</u>
Balance at 31 March 2021	<u>632,017</u>	<u>300,000</u>	<u>932,017</u>
Changes in equity			
Total comprehensive income	<u>81,619</u>	<u>-</u>	<u>81,619</u>
Balance at 31 March 2022	<u><u>713,636</u></u>	<u><u>300,000</u></u>	<u><u>1,013,636</u></u>

The notes form part of these financial statements

Brightlingsea Harbour Commissioners

Notes to the Financial Statements for the year ended 31 March 2022

1. STATUTORY INFORMATION

Brightlingsea Harbour Commissioners is an independent statutory body, established by an Act of Parliament. The Commissioners registered office address can be found on the company information page.

The presentation currency of the financial statements is the Pound Sterling (£).

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

These financial statements have been prepared in accordance with Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" including the provisions of Section 1A "Small Entities" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Turnover

Turnover is measured at the fair value of the consideration received or receivable, excluding discounts, rebates, value added tax and other sales taxes.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Land and buildings	- in accordance with the property
Plant and machinery etc	- 33% on cost and 20% on cost

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

Taxation for the year comprises current and deferred tax. Tax is recognised in the Income Statement, except to the extent that it relates to items recognised in other comprehensive income or directly in equity.

Current or deferred taxation assets and liabilities are not discounted.

Current tax is recognised at the amount of tax payable using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

Deferred tax

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

Timing differences arise from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in financial statements. Deferred tax is measured using tax rates and laws that have been enacted or substantively enacted by the year end and that are expected to apply to the reversal of the timing difference.

Unrelieved tax losses and other deferred tax assets are recognised only to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to profit or loss on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The company operates a defined contribution pension scheme. Contributions payable to the company's pension scheme are charged to profit or loss in the period to which they relate.

Brightlingsea Harbour Commissioners

Notes to the Financial Statements - continued for the year ended 31 March 2022

3. EMPLOYEES AND DIRECTORS

The average number of employees during the year was 16 (2021 - 18).

Aggregate remuneration paid to Commissioners was £55,124 (2021 - £54,070)

4. OPERATING PROFIT

The operating profit is stated after charging:

	31.3.22	31.3.21
	£	£
Depreciation - owned assets	<u>33,979</u>	<u>43,663</u>

5. TANGIBLE FIXED ASSETS

	Land and buildings £	Plant and machinery etc £	Totals £
COST			
At 1 April 2021	200,651	807,177	1,007,828
Additions	141,570	27,355	168,925
Disposals	<u>-</u>	<u>(5,707)</u>	<u>(5,707)</u>
At 31 March 2022	<u>342,221</u>	<u>828,825</u>	<u>1,171,046</u>
DEPRECIATION			
At 1 April 2021	-	657,116	657,116
Charge for year	-	33,979	33,979
Eliminated on disposal	<u>-</u>	<u>(5,707)</u>	<u>(5,707)</u>
At 31 March 2022	<u>-</u>	<u>685,388</u>	<u>685,388</u>
NET BOOK VALUE			
At 31 March 2022	<u>342,221</u>	<u>143,437</u>	<u>485,658</u>
At 31 March 2021	<u>200,651</u>	<u>150,061</u>	<u>350,712</u>

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22	31.3.21
	£	£
Trade debtors	119,921	139,298
Other debtors	<u>266,171</u>	<u>17,639</u>
	<u>386,092</u>	<u>156,937</u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22	31.3.21
	£	£
Trade creditors	50,412	33,433
Taxation and social security	35,837	30,570
Other creditors	<u>470,409</u>	<u>350,404</u>
	556,658	414,407

Brightlingsea Harbour Commissioners

**Notes to the Financial Statements - continued
for the year ended 31 March 2022**

8. RELATED PARTY DISCLOSURES

The Commissioners do, from time to time, use the services provided by the entity but these are always provided at commercial rates.

The Commissioners Mr J Thomas was employed by Brightlingsea Harbour Commissioners and was paid salary at a commercial rate.

Brightlingsea Harbour Commissioners

**Trading and Profit and Loss Account
for the year ended 31 March 2022**

	31.3.22		31.3.21	
	£	£	£	£
Turnover				
Grants	94,405		1,125	
Harbour Dues	78,334		66,162	
CBC	114,053		110,833	
Mooring fees	341,760		307,377	
Fuel	<u>279,499</u>		<u>197,311</u>	
		908,051		682,808
Cost of sales				
Opening stock	9,633		11,477	
Purchases	212,331		160,091	
Other direct costs	108,424		78,811	
Tank hire and maintenance	<u>6,069</u>		<u>9,075</u>	
	336,457		259,454	
Closing stock	<u>(20,085)</u>		<u>(9,633)</u>	
		<u>316,372</u>		<u>249,821</u>
GROSS PROFIT		591,679		432,987
Other income				
Sundry receipts	18,911		7,133	
Ferry	66,699		60,413	
Marine services	12,257		12,579	
Pilotage	37,896		26,708	
Boat park / hard / jetty	14,785		20,813	
Water taxi	25,722		14,840	
Government grants	23,250		58,997	
Deposit account interest	<u>3,381</u>		<u>4,352</u>	
		<u>202,901</u>		<u>205,835</u>
		794,580		638,822
Expenditure				
Rent	6,629		6,502	
Rates and water	573		1,818	
Insurance	27,106		21,036	
Light and heat	2,823		2,565	
Equipment maintenance	37,017		18,550	
Boat and buoy maintenance	29,368		29,790	
Ferry	4,650		1,653	
Environmental costs	6,487		5,465	
Wages	315,065		260,777	
Social security	20,842		17,668	
Pensions	5,936		5,179	
Office costs	22,447		15,377	
Telephone	1,600		1,502	
Advertising	3,064		2,545	
Travelling	3,088		886	
Motor expenses	1,391		2,633	
Sundry expenses	7,077		2,769	
Schools week	5,913		-	
Protective clothing	10,724		4,299	
Pilot fees	<u>5,876</u>		<u>5,182</u>	
Carried forward	517,676	794,580	406,196	638,822

This page does not form part of the statutory financial statements

Brightlingsea Harbour Commissioners

Trading and Profit and Loss Account for the year ended 31 March 2022

	31.3.22		31.3.21	
	£	£	£	£
Brought forward	517,676	794,580	406,196	638,822
Accountancy	4,000		4,000	
Subscriptions	6,252		10,639	
Waterside Marina	84,794		32,484	
Town jetty and hard	7,902		17,674	
Legal & Professional Fees	11,352		7,332	
Security costs	6,667		-	
Auditors' remuneration	5,000		5,000	
Donations	1,469		250	
Foreign exchange losses	-		(22)	
Staff Training	<u>6,051</u>		<u>6,043</u>	
		<u>651,163</u>		<u>489,596</u>
		143,417		149,226
Finance costs				
Bank charges		<u>2,753</u>		<u>2,778</u>
		140,664		146,448
Depreciation				
Improvements to property	4,343		4,343	
Depn of equip & fittings	6,256		6,261	
Depn of fuel barge	1,538		11,704	
Depn of boats	8,363		4,070	
Depn of pontoons	<u>13,479</u>		<u>17,285</u>	
		<u>33,979</u>		<u>43,663</u>
NET PROFIT		106,685		102,785

Town council, Hard, Jetty and Boat park

	31.3.22		31.3.21	
	£	£	£	£
Income		22,227		20,811
Expenditure				
Maintenance and Repairs	7,902		6,940	
Salaries	19,596		19,007	
Licensing	-		3,500	
Applications	-		500	
		<u>27,498</u>		<u>29,947</u>
Deficit		<u>(5,271)</u>		<u>(9,136)</u>