

SET - UP PAGE

Please enter the relevant data into the cells shaded

R I I F

UNIT NAME
Kings Lynn Sea Cadets
CHARITY NUMBER
303992
YEAR ENDING
2021

RECONCILIATION	
Opening Balances	
Bank Account	£11,619.91
Saving Account	£0.00
Petty Cash	£0.00
Total Opening Balance at 1st April 2020	£11,619.91
Closing Balances	
Bank Account	£29,267.08
Saving Account	£0.00
Petty Cash	£0.00
Total Closing Balance at 31st March 2021	£29,267.08
Closing Balance per A3 Report	£29,267.08
	£0.00

THE SEA CADETS

ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT

RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March

Form
SCC A3 (R&P)
Apr-19

(*Units in Scotland: This Statement's form and content and its scrutiny are governed by Regulations – SSI 2006/218)

Copy to be uploaded onto Westminster and Volunteer & Business Support Manager at Area Office to be notified by 1 November

Unit
Name: Kings Lynn Sea Cadets

Charity No: 303992

Fund-name/purpose (if not held for the Unit's general purposes):-

THIS
YEAR
£

LAST
YEAR
£

Notes

REVENUE RECEIPTS –

ANNUAL FUND/DIRECT GRANT
SCAVA (Sea Cadet Victualling Allowance)
OTHER GRANTS
CADET CONTRIBUTIONS
OTHER DONATIONS / LEGACIES
FUNDRAISING & SPECIAL EVENTS PROCEEDS

	£0.00	£0.00
	£0.00	£0.00
	£20,708.00	£0.00
	£1,581.50	£2,445.00
	£135.00	£342.70
	£0.00	£1,424.82

OTHER CHARITABLE ACTIVITIES:

COMPETITION RECEIPTS
COURSE FEES
SUNDRY SALES RECEIPTS
BANK DEPOSIT INTEREST
PROPERTY RENTS (includes any occasional
OTHER REVENUE RECEIPTS

	£0.00	£0.00
	£0.00	£0.00
	£0.00	£132.26
	£3.10	£11.50
	£3,000.00	£3,000.00
	£831.80	£1,406.14

TOTAL REVENUE RECEIPTS

A

£26,259.40 £8,762.42

NON-REVENUE RECEIPTS –

PROCEEDS FROM SALES OF OTHER FIXED ASSETS

	£0.00	£0.00
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TOTAL NON-REVENUE RECEIPTS

B

£0.00 £0.00

(*Attach that Fund's similar Account of Receipts as page AC1A, and so on)

TOTAL RECEIPTS = A + B

C

£26,259.40 £8,762.42

Reconciliation:-

NET CHANGE FOR YEAR IN CASH/BANK BALANCE:-

- REVENUE ITEMS (= A – D from page AC2)
- NON-REVENUE ITEMS (= B – E from page AC2)
- COMBINED (=G+H)

G

£17,647.17 £8,762.42

H

£0.00 £0.00

£17,647.17 £8,762.42

CASH/BANK BALANCE FROM LAST YEAR-END

£11,619.91 £0.00

CASH/BANK BALANCE AT THIS YEAR-END

2021

£29,267.08 £11,619.91

AC1

THE SEA CADETS

ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT

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Unit
Name: Kings Lynn Sea Cadets

Charity No: 303992

Fund-name/purpose (if not held for the Unit's general purposes):-

Notes

THIS
YEAR
£

LAST
YEAR
£

REVENUE PAYMENTS –

DIRECT CHARITABLE ACTIVITY COSTS:

FUNDRAISING & SPECIAL EVENTS COSTS
COMPETITION COSTS
FUEL & TRAVEL COSTS
CATERING COSTS
TRAINING COURSES COSTS
ARTICLES PURCHASED FOR RESALE

	£0.00	£2,308.35
	£0.00	£406.95
	£86.40	£397.32
	£0.00	£0.00
	£260.00	£1,109.00
	£0.00	£0.00

OVERHEAD COSTS FOR:

RENT / COUNCIL TAX
HEAT, LIGHT & WATER
TELEPHONE & BROADBAND
OFFICE SUPPLIES, POSTAGE & PRINTING

	£610.00	£550.00
	£2,824.24	£2,987.15
	£0.00	£0.00
	£89.95	£280.20

MAINTENANCE COSTS FOR:

BUILDINGS & ESTATE
BOATS
VEHICLES
OTHER MISC EQUIPMENT
INSURANCE COSTS
BANK INTEREST & CHARGES

	£490.21	£0.00
	£0.00	£650.28
	£349.18	£472.87
	£360.58	£82.24
	£3,541.67	£2,941.51
	£0.00	£0.00

CHARITY GOVERNANCE COSTS:

FOR ACCOUNTS/AUDIT OR INDEPENDENT EXAMINATION
FOR OTHER PROFESSIONAL FEES
FOR LEGAL ADVICE (for constitution or trustees)
OTHER REVENUE COSTS

	£0.00	£0.00
	£0.00	£0.00
	£0.00	£273.76
	£0.00	£0.00

TOTAL REVENUE PAYMENTS

D

£8,612.23 £12,459.63

NON-REVENUE PAYMENTS –

ASSETS

	£0.00	£0.00
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TOTAL NON-REVENUE

E

£0.00 £0.00

TOTAL PAYMENTS (=D+E)

F

£8,612.23 £12,459.63

(*Attach that Fund's similar Account of Payments as page AC2A, and so on)

THE SEA CADETS ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March		Form SCC A3 (R&P) Apr-19																		
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Unit Name: Kings Lynn Sea Cadets	Charity No: 303992																			
Unit address (or address for correspondence):- <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">House name:</td> <td></td> </tr> <tr> <td>Street and No:</td> <td>Margarets Lane</td> </tr> <tr> <td>Area or Estate</td> <td></td> </tr> <tr> <td>Town/City:</td> <td>Kings Lynn</td> </tr> <tr> <td>County</td> <td>Norfolk</td> </tr> <tr> <td>Post Code:</td> <td>PE30 5DS</td> </tr> </table>			House name:		Street and No:	Margarets Lane	Area or Estate		Town/City:	Kings Lynn	County	Norfolk	Post Code:	PE30 5DS						
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Street and No:	Margarets Lane																			
Area or Estate																				
Town/City:	Kings Lynn																			
County	Norfolk																			
Post Code:	PE30 5DS																			
Unit Management Team members (the 'charity trustees') at date of signing Report:- <table style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 40%;">Sarah Earl</td><td style="width: 30%;"></td><td style="width: 30%;"></td></tr> <tr><td>Jo Davis</td><td></td><td></td></tr> <tr><td>Lyzette Kirk</td><td></td><td></td></tr> <tr><td>Alison Clark</td><td></td><td></td></tr> <tr><td>Katie Clark</td><td></td><td></td></tr> <tr><td> </td><td></td><td></td></tr> </table>			Sarah Earl			Jo Davis			Lyzette Kirk			Alison Clark			Katie Clark					
Sarah Earl																				
Jo Davis																				
Lyzette Kirk																				
Alison Clark																				
Katie Clark																				
Names of any other persons who were charity trustees of the Unit at any time in the financial year:- <table style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 40%;"></td><td style="width: 30%;"></td><td style="width: 30%;"></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> </table>																				
Name of any person who is now (or was, in the financial year) a 'trustee for the charity' - i.e., holding or in possession of any assets belonging to the Unit (includes custodians, nominees &c) [<i>not: Scotland</i>]:- <table style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 40%;"></td><td style="width: 30%;"></td><td style="width: 30%;"></td></tr> </table>																				
Nature and date of the Unit's constitution (governing document):- Governed by Sea Cadet Standard Constitution																				
The method(s) adopted for recruiting new trustees, and how trustees are elected or otherwise appointed (and by whom) in accordance with the Unit's constitution, are as follows:-																				
<i>Unit Management Team (UMT) members are elected annually at the Annual General Meeting (AGM). UMT members are elected from the membership of the Sea Cadet Unit which is drawn loosely as being those with an interest in the unit. In the event of a vacancy arising during the year (known as a casual vacancy), The UMT have the power to appoint a new UMT member. The UMT member appointed will serve until the date of the next AGM, after which the post will be filled by election.</i>																				
The Unit's charitable purpose(s) as set out in its constitution is:- To promote the development of young people in achieving their physical, intellectual and social potential as individuals and as responsible citizens by the provision of education and leisure time activities using a nautical theme and in accordance with the principles, ethos and practices of the Marine Society & Sea Cadets (MSSC).																				
The Unit's main activities and achievements in the financial year were:- <div style="height: 50px; border: 1px solid black;"></div>																				
Public Benefit The UMT continue to give due regard to the public benefit provided by the Unit in relation to the charitable purpose of the Sea Cadet movement as set out in the activities and achievements as outlined above. The aim is to promote the development of young people in achieving their physical, intellectual and social potential as individuals and responsible citizens in a safe environment. In order to achieve this the Unit takes young people from all backgrounds, including where possible those with disabilities and develops their skills and abilities by: <ul style="list-style-type: none"> Regular and structured activities with a nautical theme. Allowing young people to take part in activities connected with the wider Sea Cadet movement such as waterborne activities, events and competitions at district, area and national levels. Availability of formal educational achievements whilst taking courses to earn badges and promotions Contributions are kept low in order to ensure all those who wish to take part in the activities of the Unit may do so.																				

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Unit
Name: Kings Lynn Sea Cadets

Charity No: 303992

Reserves Policy

The charity trustees' policy aims to maintain unrestricted reserves at a level _____ months revenue payments in order to safeguard the Unit's ongoing activities from any unexpected fluctuations in Year-end reserves amounted _____ months' on that basis.

[Delete this section if not applicable]

The Unit holds _____ <enter sum> in designated funds representing fixed assets needed for future activities and _____ <enter sum> for future projects to be carried out in _____ <Enter No of Months/Yrs> as currently planned/expected

[Delete this section unless the Unit has a Restricted Fund in deficit]

A restricted fund held for the purpose of _____ was in deficit to the extent of _____ and the steps being taken to rectify it are:- _____

During the financial year the Unit received the following donated facilities/services [not: English, Welsh or NI Units]:-

The Unit and/or its trustees held the following assets for the charity/ies named below, whose charitable purposes are as set out hereunder. Special arrangements for the safe custody of those assets and their segregation from the Unit's own assets are as set out below [English, Welsh & NI Units: Delete this section if not applicable; Units in Scotland: This disclosure is not mandatory]:-

Date signed as authorised by the Unit's Management Team:

14/9/2021

S. Earl

Unit Treasurer

[Signature]

Unit Chairman

P.P.J. Newbold

Independent Examiner

Note: The statutory audit or independent examination report on this Statement of Account must be attached.

AC5

To:

Chairman and Treasurer

Kings Lynn Sea Cadet Corps

14/9/21

Ref: Audit of Accounts Year 2020 -21

Auditor Report

Dear Sirs

I have received, and reviewed the above accounts of the unit together with the completed SCC A3 documents.

They have been examined in accordance with standard audit practice and I am pleased to confirm the excellent quality of their preparation and correctness.

As such would you please sign the original SCC A3 document on my behalf as auditor at your AGM.

Yours sincerely

A handwritten signature in black ink, appearing to be 'J I Newbold', written over a horizontal line.

J I Newbold ACMA CGMA

4 Thatchers Close

Yelling

St Neots

Cambridgeshire

PE19 6SH