

**Telford Unit 405 of The Sea Cadets Corps
(The Telford Sea Cadets)**

Financial Statements

For The Year Ended 31 March 2022

**Telford Unit 405 of The Sea Cadets Corps
Reference and Administrative Details**

Charity Name Telford Unit 405 of The Sea Cadets Corps

Other names T.S Wrekin (Working name)
The Telford Sea Cadets

Charity Number 522580

Principal Address T S Wrekin
Wellington Road
Donnington
Telford
Shropshire
TF2 8AW

Trustees Chair Michelle Meeson-White

Treasurer Simon Andrew Ashbourne

Secretary Alison Upton

Trustees Christine Lynda Payne
Marion Purcell
Emma Soeli Mapp
The Reverend Bertram Shinton
Siobhan Jade May

Holding (Custodian) Trustee The Marine Society & Sea Cadets (MSSC)

Accountant Community Accounting Services Ltd
7 Napoleon Drive
Shrewsbury
SY3 5PH

**Trustees' Report
of the Telford Unit 405 of The Sea Cadets Corps
on the Accounts for the Year Ended 31 March 2022**

The trustees present their annual report and financial statements of the charity for the year ended 31 March 2022. The financial statements have been prepared in accordance with the Charities Act 2011 and the Charities SORP (FRS 102) together with Update Bulletin 1.

Structure, Governance and Management

Units of the SCC are formed solely by volunteers in local communities. Each Unit is a self-supporting youth organisation and an independent charity with a central support management and training structure provided primarily by the Marine Society and Sea Cadets (MSSC). The unit becomes a part of the SCC by virtue of its' affiliation to the MSSC, the parent body of the SCC. In accepting this affiliation, the unit undertakes to comply with all regulations issued by, or on behalf of, the MSSC Council.

The Unit was registered as an unincorporated charity on 16th September 1963 and is governed by a constitution approved by the Charity Commission of England and Wales. A revised constitution issued by the Marine Society and Sea Cadets was ratified by the Board of Trustees between meetings in December 2017 in order to meet the deadline of 31st December 2017.

Recruitment and Appointment of the Trustees

Trustees serve and are re-elected on an annual basis. A minimum of 4 office holders: Chair, Secretary, Treasurer and Commanding Officer. UMT office holders are elected at the first meeting following the Annual General Meeting (AGM). UMT members are elected from the membership of the Sea Cadets Unit which is drawn loosely as being those with an interest in the unit. The constitution lays down specific controls for UMT membership and will be observed for all future recruitment.

In the event of a vacancy arising during the year (known as a casual vacancy), the trustees have the power to appoint new trustees. A trustee will serve until the date of the next AGM, after which the post will be filled by election.

The trustees are represented by a wide range of individuals drawn from the local community. Trustees have the power to appoint additional trustees to act jointly with them for all purposes. A trustee whose term of office has expired can be appointed for a further term of office.

Responsibilities of the Trustees

The trustees are responsible for keeping proper accounting records which 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 Charity (Accounts Reports) Regulations 2008. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Objectives and Activities

The aim of the Sea Cadets Corps is to give young people the best possible head start in life, through nautical adventure and fun, based on the customs and traditions of the Royal Navy. Our aim is to develop young people and support them towards responsible adulthood.

Charitable Purpose

The charitable purpose of the Unit is to promote the development of young people in achieving their physical, intellectual and social potential as individuals and as responsible citizens. This is achieved by the provision of education and leisure time activities using a nautical theme, based on the traditions of the Royal Navy and in accordance with the principles, ethos and practices of the Marine Society & Sea Cadets (MSSC).

In furtherance of the Purpose, the Unit offers young people a structured environment in which to develop; provides access to education and training including sailing, rowing, windsurfing, paddle sports, power boating, seamanship, navigation, marine engineering, cooking, music, first aid, drill, piping, and public services; it provides opportunities for young people to obtain a range of qualifications and a wide range of opportunities for community involvement.

Public Benefit

The trustees continue to give regard to the Charity Commission's general guidance on public benefit 'Charities and Public Benefit' provided by the Unit in relation to the charitable purpose of the Sea Cadets movement as set out in the activities and achievements as outlined in this report.

To achieve its aim the Unit encourages recruitment of young people from all backgrounds and abilities including where possible, and within the realms of Health and Safety, those with disabilities and develops their skills and abilities by:

- Regular structured activities with a nautical theme
- Enabling young people to take part in activities connected with the wider Sea Cadet Corps
- Movement such as waterborne activities, events and competitions at district, area and national levels
- Availability of formal achievements whilst completing courses to earn badges and promotions

Organisational Achievements and Performance

Chair's Report – Michelle Meeson-White

The period covered by this report (April 2021-March 2022) has been a period of change for Telford Sea Cadets. It began with a new Officer in Charge, Sub. Lieutenant May, taking over from our previous Officer in Charge, CPO Tunks, and a change of leadership brings with it new ideas, new ways of working and, very often, new staff. This coupled with the return to parading that happened gradually from May 2021 onwards, meant that we faced many challenges in the past year.

The return to parading was slow and painful – not all of our cadets returned, and not all of our staff did either. We had to keep a distance socially, keep to small groups and wear face masks, and of course we had to isolate if we had been in contact with anyone who had Covid. Not an easy set of challenges to negotiate, but nevertheless we did somehow navigate our way through all of these issues, and gradually, as restrictions were relaxed, cadet nights as we knew them came back.

We did lose several members of staff, some of whom had been with the unit for a few years, and their loss has been keenly felt. We also had some of our older cadets age out, as happens every year, but in a year of so much change, we felt their loss more keenly than ever. We have not yet been able to return to a full summer of boating due to staff lacking the relevant qualifications. These are certainly the negative points from the past year.

We have some very positive points and it is these that I will dwell upon. We have returned to a Unit building that is still in good working order. We got our Marine Detachment up and running after several frustrating years, and this has proved to be very popular with all cadet places filled and plenty of staff willing to join. We finally managed to purchase the land that the unit is built on, so we are no longer at the mercy of the Council and can apply for grants without the worry of how long is left on the lease. Our cadet numbers are still good and we are getting a steady stream of people asking to join. We have also had several new members of staff join the Unit and some ex-cadets are looking to re-join as staff too. We have bought a new(er) minibus, and so far it has proved to be very reliable. We have joined the boating hub at Sandwell Valley, and we are now getting a lot of cadets trying sailing for the first time and loving it. We are drawing up plans for new changing rooms and facilities at Trench Pool, and hope to replace this Unit building as well eventually, as it has far outlived its expected lifespan. We have got cadets and staff going on courses again, obtaining new qualifications and having new experiences, in short getting back to what the Sea Cadet experience should be. One of the things that I am most proud of, and for which Telford Sea Cadets are well known, is their good behaviour and manners, and we are still getting complimented on this from event organizers, members of the Lord Lieutenant's staff and from staff at Sandwell Valley boating hub.

Although we have not done so well in competitions this year, and have not entered the events that we did pre-pandemic, we are building towards this. We were the best unit in Mercia District in 2018 and we aim to be again. We had a good team at Telford Unit and we are rebuilding a new team which will, in time, be as strong as it was in 2018. We succeeded in the past because of individual strengths and because of team strength, but building a successful team takes time, energy and commitment, and I think that our staff, committee and cadets have all of these attributes.

We have a lot to be grateful for here at Telford Unit and I hope that we can all strive to work towards our shared aims of giving cadets the best experience that they can have in Sea Cadets, enjoying what we do in our cadet activities and being the best Unit in Mercia District and then in South West Area. That is certainly aiming high, but that is what we do here, and will continue to do.

OiC's Report – Sub Lieutenant S May RNR

2021/2022 has been a busy year for Telford Unit. We are currently a unit size of 92, 34 adults and 58 cadets in total.

September 2021 was an exciting month for the unit with us opening our Marine Detachment which has continued to grow in strength. T.S.Wrekin hasn't had a marine Detachment since the previous one disbanded in the 90's.

Telford unit are now a part of Sandwell boating hub and are actively taking cadets regularly sailing most weekends and have gained many Sailing qualifications over this time.

Events: T.S.Wrekin supported many local events over the 12 month period, which was nice as there were some of the first events we were able to attend since returning to cadets after the pandemic. Our first event was attending Armed Forces Family Day at Donnington Brook Oak playing fields, which was attended by many members of the unit, and it was nice to be located directly behind our unit. We also attended 2 parades for Remembrance Day, Hadley and Oakengates, which had a fantastic turn out from our cadets. And the final event of the year was us attending the Wenlock Christmas fayre where the unit held a stall and the unit's colour party display team did 2 performances in the square in front of large crowds of people.

The unit was lucky to have 2 members of the Navy outreach team attend the unit to offer a lot of Royal Naval engagement session with our cadets, having Q and A session, history lesson, and general talks about what life in the navy is like, along with the Royal Navy and Royal Marines outreach team attending the unit and having a fun session with the cadets at the unit.

Staff have been away gaining their Corps modules, and we are well on the way to have many more staff members becoming and holding substantive ranks. And looking forward to seeing our newer staff members flourish as they start their process with us. We have also had a few of our cadets that have or are turning 18 soon starting their process to become adult volunteers with us.

We have also had 2 successful cadets pass their Promotion boards to be promoted to the rank of LC and 1 of the cadets are now on their way to becoming a PO cadet which is the first T.S.Wrekin will have seen in a good few years.

We also had 2 individual pipers attend the Mercia district Drill and piping competition with one of the cadets coming first place and securing a spot are the area competition down at HMS Raleigh.

We have also had one of our cadets appointed as Lord Lieutenant's Cadet for Shropshire for 2022/2023. AC Smith has already attended a few events alongside the Lieutenant and her staff, and has many more lined up for the remainder of her

Earlier on this year we had a successful unit trip to the National Memorial Arboretum, where the cadets had time to reflect and learn about previous wars and pay respect to those who fought for our country, and as always, the unit's behaviour was impeccable the whole day.

And finally I would like to say a massive thank you to everyone involved with the unit, and thank you for the support that has been provide during my first year as OiC of T.S.Wrekin.

Treasurer's Report – Simon Ashbourne

Balances at the end of the Financial Year 2021-2022

Current Account	£ 4,142.74
Community Account	£ 119.00
Savings	£ 42,730.45
Petty Cash	£ 131.48
Total Funds	£ 47,123.67

The unit slowly phased into normal activities post COVID starting in September 2021. Many thanks to the parents/cadets who continued to pay and support the unit during the pandemic, it is very much appreciated.

Unfortunately the unit lost a number of cadets and has slowly had to recruit and rebuild. The impact of reduced numbers, and only 6 months of activities, has lead to total cadet contributions being slightly down on the previous year at £6,630 (vs £7,015 previous year).

Telford and Wrekin Council grants in the year totalled £9,895, and we received two restricted use grants in the year. These were for purchase of the land at the Wellington Road site (£5,000), and we received funding toward a new(-er) minibus (£7,495). The minibus has been used regularly since April 2022.

Fundraising efforts including staff performing 25 mile canoe journey down the River Severn (£2,029) raised £2,394. Many thanks to the CO, First Lieutenant, UTO and staff who put themselves through this for the benefit of the unit and cadets.

3rd Party donations totalled £2,642 including donations from Beatties £1,500, Groundwork UK £750 and the Fleet Air Arm £250. I would like to extend my thanks to all of our donors for their support.

We received Gift Aid in the year of £1,612.

Operating the tuck shop at stand easy generated £961 of income, with costs of £753, generating £208 of cleared funds.

Large purchases in the year:

Land purchase including legal costs	£	11,747
Minibus	£	15,159
Repair to Trench Pool boat storage roof	£	4,176
Rowing Machines	£	530
Wood Chipper	£	400
Car Park Gravel topping	£	567
Minibus Insurance	£	595

I would like to re-iterate my thanks to all of the donors, staff and parents for their continued support for the unit.

COVID 19

The Unit is still feeling the after effects of the Covid 19 pandemic – cadet numbers have not returned to what they were pre-pandemic, and attendance is generally poorer, with people still testing positive with Covid on a regular basis, although thankfully the effects of the illness are no longer so severe. Financially the Unit is stable following a succession of local government grants received during the pandemic. We are still recovering from the effects of the pandemic, but we have survived it and are ready to face the challenges of the next decade.

Achievements 2021/2022

Even though courses were restricted in the year due to Covid-19 in comparison with previous years, the unit was still able to have a number of achievements

The cadets worked hard within the unit, which meant a number of promotions and Good Conduct Badges were awarded throughout the year:-

- 9 New Entries promoted to Cadet
- 2 Cadets promoted to 1st Class Cadet
- 4 1st Class Cadets promoted to Ordinary Cadet
- 2 Able Cadets promoted to Leading Cadet
- 3 1st Good Conduct Badge
- 9 2nd Good Conduct Badge
- 9 3rd Good Conduct Badge

Due to Covid restrictions, the time cadets had on the water was significantly reduced compared to previous years, The cadets did achieve the following qualifications:-

- 1 Paddle Discover
- 1 Paddle Explore
- 1 Sailing Stage 2
- 7 Rowing Competent Crew
- 1 Rowing Supervised Coxswain
- 1 Rowing Coxswain

The unit also achieved a number of Specialisations and Proficiencies:-

- 1 Basic First Aid
- 7 Intermediate First Aid
- 3 Advanced First Aid at Work
- 9 Basic Seamanship
- 1 Basic Marine Engineering
- 1 Basic Navigation
- 1 Basic Aviation

3 Cadets completed either their basic or advanced Peer Educator course which gave them a skills to be able to help teach other cadets. A cadet also completed their National Citizen Service, while another attended a CyberFirst Defenders course.

In summary there were 17 Promotions, 21 Good Conduct, 12 Water Qualifications, 22 Specialisations, 1 Proficiency and 4 other qualifications.

We unfortunately only entered one competition, as they were restricted by COVID. We entered 2 individual pipers in the Mercia District Drill and piping competition with one of the cadets coming first place and securing a spot at the area competition at HMS Raleigh.

Staff have also managed to achieve some qualifications there was 1 First Aid at Work, 1 Level 2 Food Safety in Catering, 3 Rowing – Competent Crew. The Staff have also been completing their core modules, and 4 staff members only had their final module to complete which was done in May-22.

Telford Unit 405 of The Sea Cadets Corps

**Balance Sheet
as at 31 March 2022**

Note	2022	2021
	£	£
Non-Current Assets		
Land & Buildings	661,747	650,000
Boats	23,333	23,333
Vehicles	15,159	-
Computers	2,400	2,400
Other Equipment	3,135	750
	<u>705,774</u>	<u>676,483</u>
Current Assets		
Current Account	4,143	4,399
Premium Account	42,730	-
Community Account	119	-
Petty Cash	131	49,419
	<u>47,123</u>	<u>53,818</u>
Net Assets	<u><u>752,897</u></u>	<u><u>730,301</u></u>
Represented by Funds		
Unrestricted fund	740,400	730,301
Restricted funds	-	-
Capital grant fund	12,497	-
	<u><u>752,897</u></u>	<u><u>730,301</u></u>

The Trustees approve the accounts which comprise of the SOFA, the Balance Sheet and the related notes and acknowledge their responsibility for the accounts, including the appropriateness of the applicable financial reporting framework, and for providing Community Accounting Services Ltd with all information and explanations necessary for their compilation.

Michelle Meeson-White
Chair



Date

15/9/22

Telford Unit 405 of The Sea Cadets Corps
Income & Expenditure Accounts
for the Year Ended 31 March 2022

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Income				
MS-SC Grant		12,497	12,497	-
Other Grants	9,895	-	9,895	27,253
Cadet Contributions	6,630	-	6,630	7,015
Course Fees	40	-	40	(81)
Fundraising	2,394	-	2,394	(70)
Donations	2,642	-	2,642	607
Gift Aid	1,612	-	1,612	2,970
Sales of goods purchased for resale	961	-	961	-
Sale of towel dispensers	-	-	-	30
Investment Income				
Bank Deposit Interest	5	-	5	11
Total Income	<u>24,179</u>	<u>12,497</u>	<u>36,676</u>	<u>37,735</u>
Expenditure				
Costs for Generating Funds				
Fundraising costs	36	-	36	-
Goods purchased for resale	753	-	753	-
Direct Charitable Activity Costs				
Special events	83	-	83	-
Travel	-	-	-	(382)
Refreshments	359	-	359	-
Training courses	42	-	42	647
Equipment	138	-	138	-
First Aid	333	-	333	-
Clothing & badges	188	-	188	-
Overheads				
Rent and rates	138	-	138	550
Heat, light & water	910	-	910	1,635
Cleaning & waste removal	506	-	506	283
Telephone	549	-	549	1,400
Printing & stationery	138	-	138	10
Repairs and maintenance	7,269	-	7,269	693
Motor costs	168	-	168	(136)
Insurance	2,021	-	2,021	1,205
Loss on disposal of mini bus	-	-	-	300
Sundry	149	-	149	45
Governance Costs				
Independent examination	300	-	300	300
Total Expenses	<u>14,080</u>	<u>-</u>	<u>14,080</u>	<u>6,550</u>
Net Incoming Resources Before Transfers	10,099	12,497	22,596	31,185
Transfer Between Funds	12,497	(12,497)	-	-
Net Incoming Resources	<u>22,596</u>	<u>-</u>	<u>22,596</u>	<u>31,185</u>
Fund balance brought forward at 1 April 2021	730,301	-	730,301	699,116
Fund Balance Carried Forward at 31 March 2022	<u><u>752,897</u></u>	<u><u>-</u></u>	<u><u>752,897</u></u>	<u><u>730,301</u></u>

The statement of financial activities includes all gains and losses recognised in the year. All incoming resources and resources expended derive from continuing activities.

Plans for 2022/2023

- New changing rooms and facilities at Trench Pool
- Full return to boating at Trench Pool
- Compete in as many District, Area and National competitions as possible
- Continue membership at Sandwell Valley and develop our sailors
- Attend as many community events as possible
- Renew relationships with RBL, RNA and other local organizations

Reserves Policy

The trustees continue to review the charity's requirements for reserves in light of the main risk to the organisation, that being a reduction of income. The trustees have established a policy whereby the reserves in total that are not invested in tangible fixed assets held by the Unit, should be up to the equivalent to 6 months overhead costs of the charity.

The level of these reserves has been determined by the need to meet the working capital requirements of the charity and also for the charity to carry out all of its legal obligations.

At the end of March 2022, the total of the charity's unrestricted reserves stood at £752,897.

The financial strategy of the trustees continues to be that of building the reserves which will be achieved by continually reviewing overheads, exploring additional means of income and further fundraising. The trustees will continue to take all necessary actions with regard to the prevailing economic climate.

Acknowledgements

Telford Sea Cadets Unit 405 of the Sea Cadets Corps would like to publicly acknowledge and thank the following organisations and donors for their financial support during 2021/2022.

- All parents/carers who have continued to pay subs throughout the pandemic
- Mark Mitchell
- Hadley & Leegomery Parish Council

No final report would be complete without acknowledging the efforts and dedicated service of the adult volunteers who make the unit a success. For any Sea Cadet Unit to succeed it is fully reliant on its teams to work together. Our uniformed and civilian instructors, management team and unit assistants all have one common aim, that of delivering the best experience for our young people.

In this modern age, time is a precious commodity and like with all teachers and trainers there is a lot goes on behind the scenes, outside of parade times and over weekends that is not observed but makes the difference.

Thank you for your commitment and continued support.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Michelle Meeson-White
Chair



Date

15/9/22

**Independent Examiner's Report to the
Management Committee of the Telford Unit 405 of The Sea Cadets Corps
on the Accounts for the Year Ended 31 March 2022**

Basis of independent examiner's report

We report on the accounts of The Telford Sea Cadets for the period ended 31 March 2022.

The Group's officers are responsible for the preparation of the accounts. The Group's officers consider that an audit is not required for this year and that an independent examination is needed.

It is our responsibility to:

- examine the accounts
- to follow the general directions for the conduct of an independent examination
- to state whether particular matters have come to our attention.

Basis of independent examiner's statement

Our examination was carried out in accordance with general directions for an independent examination. An examination includes a review of the accounting records kept by the committee and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as a committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with our examination, no matter has come to our attention:

1. which gives us reasonable cause to believe that in, any material respect, the requirements
 - to keep appropriate accounting records; and
 - to prepare accounts which accord with the accounting records and comply with applicable financial reporting standardshave not been met; or
2. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Community Accounting Services Ltd
7 Napoleon Drive
Shrewsbury
SY3 5PH**

Date: