



# Trustees' Annual Report for the period

Period start date  
 From Day 01 Month FEB Year 2015 To Day 31 Month JAN Year 2016  
 Period end date

## Section A

## Reference and administration details

**Charity name** The Officers' Mess, Joint Service Command and Staff College (JSCSC), Shrivenham

**Other names charity is known by** N/A

**Registered charity number (if any)** 1133522

**Charity's principal address**

Defence Academy of the United Kingdom	
Faringdon Road	
Watchfield, Swindon	
<b>Postcode</b>	SN6 8LA

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Group Captain C Egan	Head of Support HQ – Defence Academy	01/02/15 to 08/07/15	
2	Wg Cdr P Arnold	CO Shrivenham Station	08/07/15 to 31/01/16	
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20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
N/A	


#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Independent Examiner	Adrian Cox F.C.C.A. Carol Browning B.A. F.C.A. F.C.C.A.	Cox & Browning Chartered Certified Accountants 35 Manor Road, Bladon, Woodstock Oxon, OX20 1RU

#### Name of chief executive or names of senior staff members (Optional information)

Lt Col C Bisset, President of the Mess Committee

## Section B Structure, governance and management

#### Description of the charity's trusts

Type of governing document	Constitution of the JSCSC Officers' Mess, adopted 10 Jan 11.
How the charity is constituted	Unincorporated association.
Trustee selection methods	In accordance with the Army's Service Funds Regulations, the CO Shrivenham Station is appointed as the ex-officio trustee of all Service Funds held at the Defence Academy.

#### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Trustee delegates the day to day management and control of the Officers' Mess, together with the authority for the disbursements of grants and loans, to an Officers' Mess committee (chaired by the President of the Mess Committee). Members of the Committee are appointed from a number of working areas within the Joint Services Command and Staff College. All Committee decisions, acquisitions and expenditure are subject to the Trustee's approval by signature in the Mess minutes book.

Committee meetings take place each month. The budget for the next financial year is set by the Committee and agreed by the Mess membership at the Annual General Meeting.

The Trustee has a continued programme of work to identify procedures to mitigate risk and to minimise potential impact should risks materialise. A Service Funds Internal Auditor is appointed to audit the Fund on a rolling basis. The Fund is also subject to an annual examination by an independent Chartered Accountant.

## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

The promotion of military efficiency by the provision and support of social, sporting and other facilities for the efficiency and well-being of Officers. This also extends to making grants to any activity which in the opinion of the Trustees is in furtherance of the Charity.

This object presents the Trustee with wide powers, enabling them to provide charitable assistance to all elements of the JSCSC community. Internal subsidy of Mess activities and grants are the JSCSC Officers' Mess principal means of delivering its objectives.

The JSCSC Officers' Mess has 3 aims:

- Encourage 'esprit de corps' by enabling serving Mess members to mix together in both formal and informal social activities, thereby keeping Service traditions alive and encouraging the well-being of the Mess community.
- Encouraging, supporting and facilitating the development of sport to raise standards and to promote fitness, teamwork and personal development through sporting activity and opportunities.
- Supporting facilities and projects to enable the best provision for the JSCSC community.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

This Fund derives public benefit as it assists in providing Service personnel with the necessary skills to carry out the military contribution to the defence of the United Kingdom and its interests. Service Funds are established for the benefit of Service personnel to promote military efficiency which underpins esprit de corps and team working as well as encouraging personnel to develop the character, spirit and attitude to face the challenges and danger associated with military service. As a result the Fund derives a benefit to the general public in helping to provide personnel who are motivated, have high morale and are willing to serve the needs of their country and that of its public at all times.

The Trustee confirms that he has had due regard to the guidance published by the Charity Commission and considers that the preceding paragraphs demonstrate that the work and activities of the Fund continue to provide significant public benefit.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.


## Section D

## Achievements and performance



## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

The Mess supported or arranged over 100 formal/informal functions during the course of the year for the benefit of its members in order to meet the aim of promoting esprit de corps. Additionally, the Mess has held a number of informal family activities and supported wider Defence Academy events such as the Station Music & Fireworks and Queen's Birthday Cocktail Party evenings as well as JSCSC specific functions such as the Purple Ball and a Dambusters Dinner.

Members contribute towards the procurement and upkeep of property, pictures and silver held by the Mess, as well as purchasing and maintaining furniture, entertainment equipment and print media.

A Charity (Restricted) Fund is used as a conduit to deposit monies raised for a specific good cause of their choosing. Once received, all monies are forwarded to the charity in question.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

The SOFA shows that the fund has adequate working capital as well as a steady flow of income.

The Mess holds investment accounts with the CCLA and this would be used as the reserve if required.

**Details of any funds materially in deficit**

**Further financial review details (Optional Information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

**Section F**

**Other optional information**

**Section G**

**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s) Wg Cdr P Arnold

Position (eg Secretary, Chair, etc)

Managing Trustee

Date

11 Apr 16

**Service Non Public Funds Final Accounts,  
Managing Trustee's Report, Internal Audit  
Board Report and Independent Examiner's Report (SORP 2005 compliant)  
Regimental Accountant Scheme**

Army Form N1514  
(Rev 11/09)

Unit Defence Academy of the UK

Address Shrivenham Swindon SN6 8LA

In respect of the JSCSC Officers Mess

Fund/Charity

Charity Commission/Regulator registered number 1133522

For the period from 1 February 2015 to 31 Jan 2016

**Managing Trustee(s) during the period:**

<b>From</b>	<b>1 February 2015</b>	<b>to</b>	<b>8 July 2015</b>	<b>Name</b>	<b>Gp Capt C Egan</b>
<b>From</b>	<b>8 July 2015</b>	<b>to</b>	<b>31 January 2016</b>	<b>Name</b>	<b>Wg Cdr P Arnold</b>

**Fund Manager(s) during the period:**

<b>From</b>	<b>1 February 2015</b>	<b>to</b>	<b>28 July 2015</b>	<b>Name</b>	<b>Lt Col D Worrell</b>
<b>From</b>	<b>28 July 2015</b>	<b>to</b>	<b>31 January 2016</b>	<b>Name</b>	<b>Lt Col C Bisset</b>

**Internal Auditor(s) during the period:**

<b>From</b>	<b>1 February 2014</b>	<b>to</b>	<b>31 January 2016</b>	<b>Name</b>	<b>C2 Mr N A Hughes</b>
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**Associate Auditor(s) during the period:**

Associate Auditor	N/A
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**Regimental Accountant(s) during the period:**

<b>From</b>	<b>1 February 2015</b>	<b>to</b>	<b>9 April 2015</b>	<b>Name</b>	<b>Mrs R Ballard</b>
<b>From</b>	<b>9 April 2015</b>	<b>to</b>	<b>20 April 2015</b>	<b>Name</b>	<b>SSgt S McQueen</b>
<b>From</b>	<b>20 April 2015</b>	<b>to</b>	<b>31 January 2016</b>	<b>Name</b>	<b>Mrs R Ballard</b>

## Statement of Financial Activities as at 31/01/2016

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Printed: 11/03/2016

Defence Academy of the UK

JSCSC OFFICERS MESS

	Unrestricted/ Designated/GPF Funds	Restricted Funds	Endowment Funds	Total Funds	Previous Period Total Funds
<b>Incoming Resources</b>					
Voluntary Income	0.00	0.00	0.00	0.00	40,792.40
Activities for Generating Funds	3,664.86	0.00	0.00	3,664.86	1,924.67
Investment Income	0.00	0.00	0.00	0.00	91.05
Income Resources from Charitable Activities	106,329.92	64,697.70	0.00	171,027.62	128,440.04
Other Incoming Resources	0.00	0.00	0.00	0.00	0.00
<b>Total Incoming Resources</b>	<b>109,994.78</b>	<b>64,697.70</b>	<b>0.00</b>	<b>174,692.48</b>	<b>171,248.16</b>
<b>Resources Expended Cost of Generating Funds</b>					
Investment Management Costs	994.10	0.00	0.00	994.10	640.85
Costs of Generating Funds	0.00	0.00	0.00	0.00	0.00
Charitable Activities	120,262.48	63,824.45	0.00	184,086.93	167,268.90
Governance Costs	1,219.65	0.00	0.00	1,219.65	1,102.92
Grants and Donations	400.00	0.00	0.00	400.00	0.00
Other Costs	9,810.14	0.00	0.00	9,810.14	5,103.15
<b>Total Resources Expended</b>	<b>132,686.37</b>	<b>63,824.45</b>	<b>0.00</b>	<b>196,510.82</b>	<b>174,115.82</b>
<b>Net Incoming/Outgoing Resources Before Transfers</b>	<b>-22,691.59</b>	<b>873.25</b>	<b>0.00</b>	<b>-21,818.34</b>	<b>-2,867.66</b>
<b>Transfers</b>					
Gross transfers between funds (internal transfers)	0.00	0.00	0.00	0.00	0.00
<b>Net Incoming resources before holding gains and losses</b>	<b>-22,691.59</b>	<b>873.25</b>	<b>0.00</b>	<b>-21,818.34</b>	<b>-2,867.66</b>
<b>Holding Gains/Losses</b>					
Gains on revaluation of the charity's fixed assets	0.00	0.00	0.00	0.00	0.00
Unrealised Gains/Losses on investment assets	227.92	0.00	0.00	227.92	17,495.06
<b>Net Movement in Funds</b>	<b>-22,463.67</b>	<b>873.25</b>	<b>0.00</b>	<b>-21,590.42</b>	<b>14,627.40</b>
<b>Reconciliation of Funds</b>					
<b>Total funds brought forward from previous year</b>	<b>183,951.33</b>	<b>15,607.15</b>	<b>0.00</b>	<b>199,558.48</b>	
<b>Total funds carried forward</b>	<b>161,487.66</b>	<b>16,480.40</b>	<b>0.00</b>	<b>177,968.06</b>	

January 2016

<u>End of last year</u>		<u>Balance</u>	
	<b>Fixed Assets</b>		
18,098.33	CAPITAL PROPERTY	17,279.88	
98,874.32	CCLA 3R	100,140.72	
54,684.58	CCLA 1Z	53,646.10	
171,657.23	<b>Total Fixed Assets</b>		171,066.70
	<b>Current Assets</b>		
0.00	Current bank account	0.00	
7,263.21	CENTRAL BANK	7,901.36	
21,575.62	CCLA DEPOSIT FUNDS	0.00	
0.00	Debtors	0.00	
62.42	MESS BILL DEBTORS	0.00	
0.00	ESS DEBTS	0.00	
28,901.25	<b>Total Current Assets</b>		7,901.36
200,558.48	<b>Total Assets</b>		178,968.06
	<b>Liabilities</b>		
0.00	Creditors	0.00	
0.00	ESS CREDITORS	0.00	
0.00	I&E CREDITORS	0.00	
0.00	MESS BILL CREDITORS	0.00	
1,000.00	ACCOUNTANT	1,000.00	
0.00	VAT control	0.00	
0.00	VAT payable	0.00	
(1,000.00)	<b>Total Liabilities</b>		(1,000.00)
199,558.48	<b>Total Assets Minus Liabilities</b>		177,968.06
	<b>Total Funds</b>		
15,607.15	Total Restricted Funds	16,480.40	
0.00	Total Endowment Funds	0.00	
0.00	Total Designated Funds	0.00	
183,951.33	Accumulated Trading & GPF	161,487.66	
199,558.48	<b>Total Funds</b>		177,968.06

End of last yearBalanceFunds AnalysisDesignated Funds

0.00

0.00

Restricted Funds

0.00 CLOSED

0.00

0.00 CLOSED

0.00

9,737.83 PURPLE BALL

10,866.17

0.00 CLOSED

0.00

0.00 CLOSED

0.00

0.00 CLOSED

0.00

0.00 CLOSED

0.00

0.00 CLOSED

0.00

1,841.00 CRYSTAL FUND

2,118.25

0.00 CLOSED

0.00

0.00 CLOSED

0.00

0.00 CLOSED

0.00

0.00 CLOSED

0.00

3,221.73 BOARDING SCHOOL FAIR

1,078.89

0.00 CLOSED

0.00

806.59 CHARITY FUND

2,417.09

15,607.15

16,480.40

Endowment Funds

0.00

0.00

Trading and General Purpose Funds

29,104.04 Trading surplus

26,228.37

0.00 Non Primary Purpose trading surplus

0.00

(20,001.70) General Purpose Fund surplus

(48,692.04)

9,102.34 Trading &amp; GPF surplus

(22,463.67)

174,848.99 Balance at last balance sheet

183,951.33


183,951.33 Accumulated Trading &amp; GPF

161,487.66

199,558.48 Grand total

177,968.06

Signature of A/C Holder/Fund Manager



Date 21/3/16

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Balance Sheet - January 2016

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JSCSC OFFICERS MESS


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End of last year

Balance

Signature of Managing Trustee

Date

  
21 Mar 16

## Defence Academy of the UK

## JSCSC OFFICERS MESS

Balance date to end of January 2016

All nominal codes

Without cost centre codes shown

<u>A\C Code</u>	<u>Name</u>	<u>Balance</u>	<u>Year Movement</u>
B100	CAPITAL PROPERTY	17,279.88	-818.45
B300	CCLA 3R	100,140.72	1,266.40
B301	CCLA 1Z	53,646.10	-1,038.48
B500	Debtors	0.00	0.00
B501	MESS BILL DEBTORS	0.00	-62.42
B502	ESS DEBTS	0.00	0.00
B650	Current bank account	0.00	0.00
B651	CENTRAL BANK	7,901.36	638.15
B652	CCLA DEPOSIT FUNDS	0.00	-21,575.62
B700	Creditors	0.00	0.00
B701	ESS CREDITORS	0.00	0.00
B702	I&E CREDITORS	0.00	0.00
B703	MESS BILL CREDITORS	0.00	0.00
B704	ACCOUNTANT	-1,000.00	0.00
B750	VAT control	0.00	0.00
B760	VAT payable	0.00	0.00
B900	Accumulated GPF	-183,951.33	-9,102.34
R001	CLOSED	0.00	0.00
R002	CLOSED	0.00	0.00
R003	PURPLE BALL	-10,866.17	-1,128.34
R004	CLOSED	0.00	0.00
R005	CLOSED	0.00	0.00
R006	CLOSED	0.00	0.00
R007	CLOSED	0.00	0.00
R008	CLOSED	0.00	0.00
R009	CRYSTAL FUND	-2,118.25	-277.25
R010	CLOSED	0.00	0.00
R011	CLOSED	0.00	0.00
R012	CLOSED	0.00	0.00
R013	CLOSED	0.00	0.00
R014	BOARDING SCHOOL FAIR	-1,078.89	2,142.84
R015	CLOSED	0.00	0.00
R400	CHARITY FUND	-2,417.09	-1,610.50



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Trial Balance

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JSCSC OFFICERS MESS

<u>A/C Code</u>	<u>Name</u>	<u>Balance</u>	<u>Year Movement</u>
		178,968.06	-201,431.73
		4,047.39	-35,613.40
		<u>-22,463.67</u>	<u>-31,566.01</u>

<u>A/C Code</u>	<u>Name</u>	<u>Balance</u>	<u>Month Movement</u>
G050	CREDIT CARD CHARGES	-2,641.72	-159.14
G051	CREDITORS	0.00	0.00
	ADJUSTMENT		
G052	ADJ ACCOUNTANT FEES	0.00	0.00
G053	debtors adj	0.00	0.00
G054	CORKAGE	0.00	0.00
G055	PURPLE BALL 13	0.00	0.00
	SURPLUS		
G056	HANDLING CHARGE	-548.65	-7.82
G057	GRANT BOOKED IN	-400.00	0.00
	ERROR		
G058	DEPOSIT FUNDS INCOME	-74.49	0.00
G125	INVESTMENT INTEREST	0.00	0.00
G150	MESS SUBSCRIPTIONS	-56,958.74	-11,718.55
G152	CIVILIAN	-8,804.28	-1,651.83
	SUBSCRIPTIONS		
G153	PROPERTY PICTURES &	-2,677.24	-2,377.24
	SILVER		
G154	MESS SERVICE CHARGE	-10,842.12	-1,617.48
G155	FAMILY FRIENDLY	-819.17	-502.97
	FRIDAY		
G156	ENTERTAINMENTS	0.00	0.00
G157	PMC FUND	0.00	0.00
G400	CLOSE RESTRICTED	0.00	0.00
	FUND		
G460	UNREALISED GAIN ON	-1,266.40	-1,266.40
	INVESTS		
G500	BANK & CREDIT CARD	994.10	106.64
	CHARGES		
G501	WRITE OFF DEBTORS	0.00	0.00
G502	FAMILY FRIDAY	0.00	0.00
	OVERSPEND		
G503	SUBS REFUNDED	0.00	0.00
G504	CCLA DEPOSIT INCOME	0.00	0.00
G600	PROPERTY, PICTURES &	7,157.61	743.97
	SILVER		
G601	HOUSE & MAINTENANCE	36,999.93	7,162.63
G602	ENTERTAINMENTS	75,660.00	18,310.02
G603	FAMILY FRIENDLY	444.94	0.00
	FRIDAY		
G750	POSTAGE	0.00	0.00
G751	EXTERNAL AUDITORS	1,000.00	1,000.00
	FEES		
G752	FUND INSURANCE	219.65	0.00
G770	Grants/donations costs	400.00	0.00
G800	MESS CONTINGENCY	3,569.60	57.60

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## Trial Balance

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Defence Academy of the UK

JSCSC OFFICERS MESS

<u>A/C Code</u>	<u>Name</u>	<u>Balance</u>	<u>Month Movement</u>
G801	PMC CONTINGENCY	1,254.85	178.46
G802	PROPERTY DEPRECIATION	2,818.45	2,818.45
G803	EXPENDABLE PROPERTY	2,167.24	2,167.24
G950	UNREALISED LOSS ON INVESTMENTS	1,038.48	1,038.48
T008	BAR PROFIT	-26,228.37	-4,686.13
T740	Sales discounts given	0.00	0.00
T750	Purchase discounts taken	0.00	0.00
		133,724.85	33,583.49
		-111,261.18	-23,987.56
		<u>22,463.67</u>	<u>9,595.93</u>
		<u>0.00</u>	

January 2016

	<u>Turnover this month</u>		<u>Turnover year to date</u>	
GPF Analysis				
Income				
Voluntary Income				
G001 Voluntary income	0.00	0.00	0.00	0.00
Activities for Generating Funds				
G050 CREDIT CARD CHARGES	159.14		2,641.72	
G051 CREDITORS ADJUSTMENT	0.00		0.00	
G052 ADJ ACCOUNTANT FEES	0.00		0.00	
G053 debtors adj	0.00		0.00	
G054 CORKAGE	0.00		0.00	
G055 PURPLE BALL 13 SURPLUS	0.00		0.00	
G056 HANDLING CHARGE	7.82		548.65	
G057 GRANT BOOKED IN ERROR	0.00		400.00	
G058 DEPOSIT FUNDS INCOME	0.00		74.49	
		166.96		3,664.86
Investment Income				
G125 INVESTMENT INTEREST	0.00	0.00	0.00	0.00
Income Resources from Charitable Activiti				
Trading Income	4,686.13		26,228.37	
G150 MESS SUBSCRIPTIONS	11,718.55		56,958.74	
G152 CIVILIAN SUBSCRIPTIONS	1,651.83		8,804.28	
G153 PROPERTY PICTURES & SILVER	2,377.24		2,677.24	
G154 MESS SERVICE CHARGE	1,617.48		10,842.12	
G155 FAMILY FRIENDLY FRIDAY	502.97		819.17	
G156 ENTERTAINMENTS	0.00		0.00	
G157 PMC FUND	0.00		0.00	
		22,554.20		106,329.92
Other Income				
Non Primary Purpose Trading Income	0.00	0.00	0.00	0.00
Internal Transfers In				
G400 CLOSE RESTRICTED FUND	0.00	0.00	0.00	0.00
Gains on Revaluation of Fixed Assets		0.00		0.00
Unrealised Gains on Investment Assets				
G460 UNREALISED GAIN ON INVEST	1,266.40	1,266.40	1,266.40	1,266.40

	<u>Turnover this month</u>	<u>Turnover year to date</u>
* GPF Total Income	23,987.56	111,261.18

	Turnover this month	Turnover year to date
<b>Expenditure</b>		
<b>Investment Management Costs</b>		
G500 BANK & CREDIT CARD CHARG	106.64	994.10
G501 WRITE OFF DEBTORS	0.00	0.00
G502 FAMILY FRIDAY OVERSPEND	0.00	0.00
G503 SUBS REFUNDED	0.00	0.00
G504 CCLA DEPOSIT INCOME	0.00	0.00
	106.64	994.10
<b>Costs of Generating Funds</b>		
	0.00	0.00
<b>Charitable Activities</b>		
Trading costs	0.00	0.00
G600 PROPERTY, PICTURES & SILVER	743.97	7,157.61
G601 HOUSE & MAINTENANCE	7,162.63	36,999.93
G602 ENTERTAINMENTS	18,310.02	75,660.00
G603 FAMILY FRIENDLY FRIDAY	0.00	444.94
	26,216.62	120,262.48
<b>Governance Costs</b>		
G750 POSTAGE	0.00	0.00
G751 EXTERNAL AUDITORS FEES	1,000.00	1,000.00
G752 FUND INSURANCE	0.00	219.65
	1,000.00	1,219.65
<b>Grants and Donations</b>		
G770 Grants/donations costs	0.00	400.00
	0.00	400.00
<b>Other Costs</b>		
Non Primary Trading Costs	0.00	0.00
G800 MESS CONTINGENCY	57.60	3,569.60
G801 PMC CONTINGENCY	178.46	1,254.85
G802 PROPERTY DEPRECIATION	2,818.45	2,818.45
G803 EXPENDABLE PROPERTY	2,167.24	2,167.24
	5,221.75	9,810.14
<b>Internal Transfers Out</b>		
	0.00	0.00
<b>Unrealised Losses on Investments</b>		
G950 UNREALISED LOSS ON INVEST	1,038.48	1,038.48
	1,038.48	1,038.48
<b>GPF Total Expenditure</b>	<b>33,583.49</b>	<b>133,724.85</b>

	<u>Turnover this month</u>	<u>Turnover year to date</u>
GPF Income Over Expenditure	-9,595.93	-22,463.67

	<u>Turnover this month</u>	<u>Turnover year to date</u>
<u>Trading Account Analysis</u>		
<u>Trading Expenditure</u>		
<u>Trading Income</u>		
T008 BAR PROFIT	4,686.13	26,228.37
Income Over Expenditure	4,686.13	26,228.37
<u>Non Primary Purpose Trading Analysis</u>		
<u>Trading Expenditure</u>		
<u>Trading Income</u>		
Income Over Expenditure	0.00	0.00



	<u>Turnover this month</u>	<u>Turnover year to date</u>
Restricted Funds Analysis		
Income		
-----		
Voluntary Income		
-----		
R001 CLOSED	0.00	0.00
R002 CLOSED	0.00	0.00
R003 PURPLE BALL	0.00	0.00
R004 CLOSED	0.00	0.00
R005 CLOSED	0.00	0.00
R006 CLOSED	0.00	0.00
R007 CLOSED	0.00	0.00
R008 CLOSED	0.00	0.00
R009 CRYSTAL FUND	0.00	0.00
R010 CLOSED	0.00	0.00
R011 CLOSED	0.00	0.00
R012 CLOSED	0.00	0.00
R013 CLOSED	0.00	0.00
R014 BOARDING SCHOOL FAIR	0.00	0.00
R015 CLOSED	0.00	0.00
R400 CHARITY FUND	0.00	0.00
	0.00	0.00
Activities for Generating Funds		
-----		
R001 CLOSED	0.00	0.00
R002 CLOSED	0.00	0.00
R003 PURPLE BALL	0.00	0.00
R004 CLOSED	0.00	0.00
R005 CLOSED	0.00	0.00
R006 CLOSED	0.00	0.00
R007 CLOSED	0.00	0.00
R008 CLOSED	0.00	0.00
R009 CRYSTAL FUND	0.00	0.00
R010 CLOSED	0.00	0.00
R011 CLOSED	0.00	0.00
R012 CLOSED	0.00	0.00
R013 CLOSED	0.00	0.00
R014 BOARDING SCHOOL FAIR	0.00	0.00
R015 CLOSED	0.00	0.00
R400 CHARITY FUND	0.00	0.00
	0.00	0.00
Investment Income		
-----		
R001 CLOSED	0.00	0.00
R002 CLOSED	0.00	0.00
R003 PURPLE BALL	0.00	0.00
R004 CLOSED	0.00	0.00
R005 CLOSED	0.00	0.00
R006 CLOSED	0.00	0.00
R007 CLOSED	0.00	0.00
R008 CLOSED	0.00	0.00
R009 CRYSTAL FUND	0.00	0.00
R010 CLOSED	0.00	0.00
R011 CLOSED	0.00	0.00
R012 CLOSED	0.00	0.00
R013 CLOSED	0.00	0.00

	<u>Turnover this month</u>	<u>Turnover year to date</u>	
R014 BOARDING SCHOOL FAIR	0.00	0.00	
R015 CLOSED	0.00	0.00	
R400 CHARITY FUND	0.00	0.00	
	0.00		0.00
<u>Income Resources from Charitable Activities</u>			
R001 CLOSED	0.00	0.00	
R002 CLOSED	0.00	0.00	
R003 PURPLE BALL	0.00	58,905.12	
R004 CLOSED	0.00	0.00	
R005 CLOSED	0.00	0.00	
R006 CLOSED	0.00	0.00	
R007 CLOSED	0.00	0.00	
R008 CLOSED	0.00	0.00	
R009 CRYSTAL FUND	198.00	1,130.50	
R010 CLOSED	0.00	0.00	
R011 CLOSED	0.00	0.00	
R012 CLOSED	0.00	0.00	
R013 CLOSED	0.00	0.00	
R014 BOARDING SCHOOL FAIR	0.00	0.00	
R015 CLOSED	0.00	0.00	
R400 CHARITY FUND	1,430.00	4,662.08	
	1,628.00		64,697.70
<u>Other Incoming Resources</u>			
R001 CLOSED	0.00	0.00	
R002 CLOSED	0.00	0.00	
R003 PURPLE BALL	0.00	0.00	
R004 CLOSED	0.00	0.00	
R005 CLOSED	0.00	0.00	
R006 CLOSED	0.00	0.00	
R007 CLOSED	0.00	0.00	
R008 CLOSED	0.00	0.00	
R009 CRYSTAL FUND	0.00	0.00	
R010 CLOSED	0.00	0.00	
R011 CLOSED	0.00	0.00	
R012 CLOSED	0.00	0.00	
R013 CLOSED	0.00	0.00	
R014 BOARDING SCHOOL FAIR	0.00	0.00	
R015 CLOSED	0.00	0.00	
R400 CHARITY FUND	0.00	0.00	
	0.00		0.00
Total Income excluding transfers	1,628.00		64,697.70

	<u>Turnover this month</u>	<u>Turnover year to date</u>
<u>Expenditure</u>		
<u>Investment Management Costs</u>		
R001 CLOSED	0.00	0.00
R002 CLOSED	0.00	0.00
R003 PURPLE BALL	0.00	0.00
R004 CLOSED	0.00	0.00
R005 CLOSED	0.00	0.00
R006 CLOSED	0.00	0.00
R007 CLOSED	0.00	0.00
R008 CLOSED	0.00	0.00
R009 CRYSTAL FUND	0.00	0.00
R010 CLOSED	0.00	0.00
R011 CLOSED	0.00	0.00
R012 CLOSED	0.00	0.00
R013 CLOSED	0.00	0.00
R014 BOARDING SCHOOL FAIR	0.00	0.00
R015 CLOSED	0.00	0.00
R400 CHARITY FUND	0.00	0.00
	0.00	0.00
<u>Costs of Generating Funds</u>		
R001 CLOSED	0.00	0.00
R002 CLOSED	0.00	0.00
R003 PURPLE BALL	0.00	0.00
R004 CLOSED	0.00	0.00
R005 CLOSED	0.00	0.00
R006 CLOSED	0.00	0.00
R007 CLOSED	0.00	0.00
R008 CLOSED	0.00	0.00
R009 CRYSTAL FUND	0.00	0.00
R010 CLOSED	0.00	0.00
R011 CLOSED	0.00	0.00
R012 CLOSED	0.00	0.00
R013 CLOSED	0.00	0.00
R014 BOARDING SCHOOL FAIR	0.00	0.00
R015 CLOSED	0.00	0.00
R400 CHARITY FUND	0.00	0.00
	0.00	0.00
<u>Charitable Activities</u>		
R001 CLOSED	0.00	0.00
R002 CLOSED	0.00	0.00
R003 PURPLE BALL	435.36	57,776.78
R004 CLOSED	0.00	0.00
R005 CLOSED	0.00	0.00
R006 CLOSED	0.00	0.00
R007 CLOSED	0.00	0.00
R008 CLOSED	0.00	0.00
R009 CRYSTAL FUND	853.25	853.25
R010 CLOSED	0.00	0.00
R011 CLOSED	0.00	0.00
R012 CLOSED	0.00	0.00
R013 CLOSED	0.00	0.00
R014 BOARDING SCHOOL FAIR	0.00	2,142.84
R015 CLOSED	0.00	0.00

	<u>Turnover this month</u>	<u>Turnover year to date</u>
R400 CHARITY FUND	0.00	3,051.58
	1,288.61	63,824.45
Governance Costs		
R001 CLOSED	0.00	0.00
R002 CLOSED	0.00	0.00
R003 PURPLE BALL	0.00	0.00
R004 CLOSED	0.00	0.00
R005 CLOSED	0.00	0.00
R006 CLOSED	0.00	0.00
R007 CLOSED	0.00	0.00
R008 CLOSED	0.00	0.00
R009 CRYSTAL FUND	0.00	0.00
R010 CLOSED	0.00	0.00
R011 CLOSED	0.00	0.00
R012 CLOSED	0.00	0.00
R013 CLOSED	0.00	0.00
R014 BOARDING SCHOOL FAIR	0.00	0.00
R015 CLOSED	0.00	0.00
R400 CHARITY FUND	0.00	0.00
	0.00	0.00
Grants and Donations		
R001 CLOSED	0.00	0.00
R002 CLOSED	0.00	0.00
R003 PURPLE BALL	0.00	0.00
R004 CLOSED	0.00	0.00
R005 CLOSED	0.00	0.00
R006 CLOSED	0.00	0.00
R007 CLOSED	0.00	0.00
R008 CLOSED	0.00	0.00
R009 CRYSTAL FUND	0.00	0.00
R010 CLOSED	0.00	0.00
R011 CLOSED	0.00	0.00
R012 CLOSED	0.00	0.00
R013 CLOSED	0.00	0.00
R014 BOARDING SCHOOL FAIR	0.00	0.00
R015 CLOSED	0.00	0.00
R400 CHARITY FUND	0.00	0.00
	0.00	0.00
Other Costs		
R001 CLOSED	0.00	0.00
R002 CLOSED	0.00	0.00
R003 PURPLE BALL	0.00	0.00
R004 CLOSED	0.00	0.00
R005 CLOSED	0.00	0.00
R006 CLOSED	0.00	0.00
R007 CLOSED	0.00	0.00
R008 CLOSED	0.00	0.00
R009 CRYSTAL FUND	0.00	0.00
R010 CLOSED	0.00	0.00
R011 CLOSED	0.00	0.00
R012 CLOSED	0.00	0.00
R013 CLOSED	0.00	0.00
R014 BOARDING SCHOOL FAIR	0.00	0.00
R015 CLOSED	0.00	0.00
R400 CHARITY FUND	0.00	0.00

	<u>Turnover this month</u>	<u>Turnover year to date</u>
	0.00	0.00
Total Expenditure excluding transfers	1,288.61	63,824.45
Internal Transfers		
R001 CLOSED	0.00	0.00
R002 CLOSED	0.00	0.00
R003 PURPLE BALL	0.00	0.00
R004 CLOSED	0.00	0.00
R005 CLOSED	0.00	0.00
R006 CLOSED	0.00	0.00
R007 CLOSED	0.00	0.00
R008 CLOSED	0.00	0.00
R009 CRYSTAL FUND	0.00	0.00
R010 CLOSED	0.00	0.00
R011 CLOSED	0.00	0.00
R012 CLOSED	0.00	0.00
R013 CLOSED	0.00	0.00
R014 BOARDING SCHOOL FAIR	0.00	0.00
R015 CLOSED	0.00	0.00
R400 CHARITY FUND	0.00	0.00
	0.00	0.00
Restricted funds Income Over Expenditure	339.39	873.25

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Designated Funds Analysis		
Income		
<u>Voluntary Income</u>		
	0.00	0.00
<u>Activities for Generating Funds</u>		
	0.00	0.00
<u>Investment Income</u>		
	0.00	0.00
<u>Income Resources from Charitable Activiti</u>		
	0.00	0.00
<u>Other Incoming Resources</u>		
	0.00	0.00
Total Income excluding transfers	0.00	0.00

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Expenditure		
<u>Investment Management Costs</u>		
	0.00	0.00
<u>Costs of Generating Funds</u>		
	0.00	0.00
<u>Charitable Activities</u>		
	0.00	0.00
<u>Governance Costs</u>		
	0.00	0.00
<u>Grants and Donations</u>		
	0.00	0.00
<u>Other Costs</u>		
	0.00	0.00
Total Expenditure excluding transfers	0.00	0.00
<u>Internal Transfers</u>		
	0.00	0.00
Designated funds Income Over Expenditure	0.00	0.00

	<u>Turnover this month</u>	<u>Turnover year to date</u>
Endowment Funds Analysis		
Income		
-----		
Voluntary Income		
-----		
	0.00	0.00
Activities for Generating Funds		
-----		
	0.00	0.00
Investment Income		
-----		
	0.00	0.00
Income Resources from Charitable Activiti		
-----		
	0.00	0.00
Other Incoming Resources		
-----		
	0.00	0.00
	-----	-----
Total Income excluding transfers	0.00	0.00



	<u>Turnover this month</u>	<u>Turnover year to date</u>
Expenditure		
<u>Investment Management Costs</u>		
	0.00	0.00
<u>Costs of Generating Funds</u>		
	0.00	0.00
<u>Charitable Activities</u>		
	0.00	0.00
<u>Governance Costs</u>		
	0.00	0.00
<u>Grants and Donations</u>		
	0.00	0.00
<u>Other Costs</u>		
	0.00	0.00
Total Expenditure excluding transfers	0.00	0.00
<u>Internal Transfers</u>		
	0.00	0.00
Endowment funds Income Over Expenditure	0.00	0.00

Notes to the Accounts (Paras 2 to 12 are to be completed by all funds which have a gross income of £100K or over and those funds already registered with the Charity Regulator, all other funds are to complete Paras 6 and 7 and the declarations at Para 12):

1. Principal Accounting Policies

- a. Accounting Convention. The financial statements are prepared under the historical cost convention as modified by the inclusion of investments at market value and in accordance with applicable accounting standards. In preparing the financial statements the charity follows best practice as set out in the Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP) 2005 (<http://www.charitycommission.gov.uk/investigations/sorp/sorp05docs.asp>)
- b. Incoming Resources. Income is recognised in the period in which the charity is entitled to receipt, and the amount can be measured with reasonable certainty. Grants from other agencies including donations and other income from activities are in furtherance of the charity's objects and are part of the general funds of the charity. A restricted fund is only recognised where this is an agreed and explicit condition of the grant or donor.
- c. Intangible Income. Due to the close collaborative relationship and the manner in which the charity's activities compliment those of the Army, intangible income, reflected in time and use of premises is not quantifiable or measurable and so is not recognised in the accounts.
- d. Resources Expended and Basis of Allocation of Costs. Expenditure is included when incurred or exceptionally where a commitment is made which requires an accrual when payment is to be made in the subsequent accounting period. Similarly, where prepayments are made in recognition of commitments falling due in a subsequent accounting period, the appropriate credit is entered in the accounts and reversed the following year. Grants payable are included in the SOFA when approved by the Managing Trustee. Expenditure is recognised in the period in which it is incurred. The majority of costs are directly attributable to specific activities. Irrecoverable VAT is charged to the activity for which it was incurred.
- e. Governance Costs. Governance costs are the costs of professional advice, holding trustee meetings or committee meetings associated with decision making, any fee for audit or independent examination and any fee incurred in the preparation, statutory filing, printing or copying of the annual report and accounts.
- f. Capitalisation and Depreciation of Tangible Fixed Assets. All assets having a purchase value of more than £500 are capitalised. The cost of tangible fixed assets are written off by equal annual instalments over their expected useful lives using the following methods of depreciation:
- |                                   |   |  |
|-----------------------------------|---|--|
| Furniture, fixtures and equipment | - | Straight Line over a period of 2 – 10 years. |
| Motor vehicles                    | - | Straight Line over a period of 2 – 10 years. |
- Assets with a life of more than one year but with a purchase value of below £500 are included within the inventory but the cost is written off in the year it is incurred and is not depreciated over the useful life of the asset. Where the asset is depreciated over a period of more than 10 years, details of the item and period are to be provided following the notes on page 14.
- g. Fixed Asset Investments. Fixed asset investments are included at market value at the balance sheet date. Any gain or loss on revaluation is shown in the Statement of Financial Activities (SOFA).

- h. Stocks. Purchased stocks are valued at the lower cost or net realisable value making due allowance for any obsolete or slow-moving items.
- i. Funds Accounting. Funds held by the charity are:
- (1) General Purpose/Unrestricted /Designated Funds. These are funds that can be used in accordance with the charitable objects at the discretion of the Managing Trustee. Designated funds are unrestricted funds which have been allocated/earmarked for a particular purpose by the Managing Trustee and are to be declared in the Managing Trustees comments in accordance with Para 12 to these notes stating what they are intended to be used for and when.
  - (2) Endowment Funds. Endowment funds are those investments and other gifts accepted by the unit, the capital sum or property being held in perpetuity and the income only being available for charitable use.
  - (3) Restricted Funds. These are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is to be included in the notes to the accounts.
- j. Heritage Assets. In the course of the unit's history, the charity may have acquired gifts, memorabilia, regalia, silverware, antiques and other historical artefacts in the course of distinguished military service in service of the Crown. The value of these pieces is in large part derived from their close association with Regimental history which precludes the use of conventional valuation techniques being applied. Whilst the objects of the charity do not specifically include preservation and conservation, the pieces represent an essential element of celebrating the unit's history and foster esprit-de-corps. Consequently the Managing Trustee considers the charity to hold heritage assets both for functional use and as an element of national history on behalf of the nation. Heritage assets acquired prior to 1 Apr 06 are therefore not capitalised on the balance sheet but a description of those assets is disclosed as part of the notes to the accounts. Heritage assets acquired after 1 Apr 06 where the purchase price is known and which exceed £500.00 are included in the balance sheet at acquisition value but are not depreciated.
- k. Other Costs. Other costs are those costs not incurred in the undertaking of charitable activity in furtherance of the objects of the charity, i.e. the provision of facilities, recreational programmes or activities in furtherance of military efficiency. They are also costs incurred in the making of grants and donations, in the costs of generating funds, i.e. the costs incurred in trading or fundraising undertaken by the charity, or in governance costs.

2. Grants Made. (if total grants are over 5% of the charity's total expenditure).

The charity made the following grants/donations:

Grants to institutions

Name of institutions	Purpose	Total number of grants given	Total amount of grants paid
Total grants to institutions			0.00

Grants to individuals

Purpose	Total number of grants given	Total amount of grants paid
Total		0.00

3. Related Party Transactions & Remuneration and Expenses

Whilst the charity has a close working relationship with the Army, there are no transactions with the Army which require disclosure under SORP 2005. The only transactions made by the charity in favour of the unit are wholly attributable to the charitable activities of furthering military efficiency. The Managing Trustee is an officer or equivalent and fulfils the role as trustee in accordance with the applicable laws and regulations. No expenses have been paid to the trustee. In the event that expenses have been paid to the trustee these are disclosed under the Managing Trustee's comments.

4. Analysis of Capital Property

	Fixtures, fittings & equipment	Motor vehicles	Total
	£	£	£
Balance b/f	18,098.33	0.00	18,098.33
Purchases	2,000.00	0.00	2,000.00
Sales & W/Os	0.00	0.00	0.00
Depreciation	2,818.45	0.00	2,818.45
Balance c/f	17,279.88	0.00	17,279.88

5. Total Value of Investments by Category

	Value £
Carrying value (market value) at beginning of year	175,134.52
Add additions to investments at cost (investments purchased)	0.00
Less disposals at carrying value (investments sold)	21,575.62
Add/(deduct) net gain/(loss) on revaluation (gain/loss at end of accounting period/audit)	227.92
Carrying value (market value) at end of year	153,786.82

Breakdown of Market Values at

Year End

	GPF/ Unrestricted Value £	Restrict ed Value £	Endowment Value £	Total value Value £	Income during year Value £
Investment properties	0.00	0.00	0.00	0.00	0.00
Investments listed on a recognised stock exchange	153,786.82	0.00	0.00	153786.82	227.92
Investments held in unit trusts or other collective investment schemes	0.00	0.00	0.00	0.00	0.00
Investments in subsidiary or connected undertakings and companies	0.00	0.00	0.00	0.00	0.00
Securities not listed on a recognised Stock Exchange	0.00	0.00	0.00	0.00	0.00
Cash held as part of the investment portfolio	0.00	0.00	0.00	0.00	-21,572.62
Other investments	0.00	0.00	0.00	0.00	0.00
Total	175,134.52	0.00	0.00	175,134.52	-21344.70

6. List of Debtors

Debtor	Date of Debt	Amount
Total		0.00

\* There are no amounts falling due after more than one year (delete as appropriate).

7. List of Creditors

Creditor	Date of Credit	Amount
External Auditor	31 January 2016	1000.00
Total		1000.00

\* There are no amounts falling due after more than one year (delete as appropriate).

8. Paid Employees

	This year £	Last year £
Gross wages paid		
Employer's National Insurance paid		
Pension Contributions paid		
Total staff costs	0.00	0.00

Give the number of employees who were engaged in each of the following activities:

	This year	Last year
Costs of generating funds		
Charitable activities		
Other		
Total	0.00	0.00

No individual employee received a salary of over £60000.00

9. Governance Costs

	This year £	Last year £
Audit or independent examination fee	1000.00	1000.00

10. Restricted/Endowment Funds

Give details of the movements of the individual funds summarised in the restricted and endowment column of the Statements of Financial Activities (SOFA).

Fund Name	Fund Bal B/F	Incoming Resources for period	Outgoing Resources for period	Transfers	Gains and Losses	Fund Bal C/F
Purple Ball	9,737.83	58,905.12	57,776.78	0.00	0.00	10,866.17
Crystal Fund	1,841.00	1,130.50	853.25	0.00	0.00	2,118.25
Charity Fund	806.59	4,662.08	3,051.58	0.00	0.00	2,417.09
Boarding School Fair	3,221.73	0.00	2,142.84	0.00	0.00	1,078.89

A brief explanation as to the nature and purpose of the charity's Restricted Funds is to be provided.

Name of Restricted Fund	Purpose of fund
Purple Ball	Annual Mess Function. Tickets sold via mess bills & grant approved by mess members. Suppliers invoices paid.
Commando Dinner	One-off Mess function. Tickets sold via mess bills & invoices paid.
Crystal Fund	Monies collected from functions to fund replenishment of glassware in Mess.
Charity Fund	All Charitable fund raising activities by the Mess collected & paid into this Fund to be donated according to Mess Committee decisions.
Boarding School Fair	Annual Mess function. Schools pay a booking fee. Supplier's invoices paid

11. Heritage Assets.

Heritage assets that are owned by the charity but purchased/acquired prior to 1 Apr 06 are not included in the charity's capital property value (see note 1.j). A list/description of these assets is below:


12. Declarations

All of the charity's commitments are provided for in the accounts.

No guarantees have been given to third parties.

The charity has not received any loans that are outstanding at the year-end and secured on assets.

The charity has not granted any loans to institutions or companies connected with the charity.

The charity did not make any ex-gratia payments during the year.

Sufficient resources are held in an appropriate form to enable each fund to be applied in accordance with the restrictions imposed.

The financial activities, assets and liabilities of all the charity's branches or sections have been included.

The trustees have not changed the year end date or the length of the charity's financial year.

The charity has no designated funds (if there are designated funds the reason for designation and when each designated fund is intended to be used by is to be stated in the Managing Trustee report).

All the charity's operations are continuing operations and there were no operations discontinued or acquired during the year.

No funds (unrestricted, designated, restricted or endowment) are in deficit at the balance sheet date.

The charity has no intangible assets.

There were no inter-fund loans outstanding at the balance sheet date.

None of the charity's functional fixed assets have been re-valued during the year and the charity does not have a policy of revaluation of these assets.

The charity has no subsidiary companies.

The charity has no material fixed assets which have not been capitalised and included in the balance sheet.



No internal transfers have occurred out of restricted/endowment funds. In the event that a transfer has taken place, full details of the reason for the transfer are disclosed in the Managing Trustee's comments.

All investments held are investment assets in the UK unless otherwise stated.

**Note:** Where any of the declarations are not correct they are to be crossed out and details provided in the Managing Trustees comments.



Additional comments:

Date: 21 Mar 16

Signature



Name

Lt Col Buxton

Fund Manager (Regimental  
Accountant Scheme) / Account  
Holder (Audit Board Scheme)

### Managing Trustee's Annual Report and Comments:

Unit ...Defence Academy of the UK .

Address..Shrivenham Swindon SN6 8LA .

Charity name and Charity Commission/Regulator registered number...JSCSC Officers Mess 1133522....

Description of the charity's trusts

This should include:

- a. Details, including date if known of the charity's governing document (e.g. trust deed, will, constitution etc); and
- b. A brief explanation of the charity's objects.

Where applicable, you may choose to give details of any specific investment powers of the charity.

Governing Document (e.g. Trust Deed, Constitution)	Constitution adopted 4 January 2011
Objects of the Charity	The promotion of efficiency of the Armed Forces of the Crown by the provision and support of facilities and activities for the efficiency and well-being of service personnel.

Explain briefly how trustees are elected or appointed and details of any induction and trustee training attended.

Trustee selection method	By appointment
Trustee induction and training	All Arms Fund Managers Course

Explain about what the charity is trying to do and how it is going about it. You are only required to provide a brief summary of the main activities and achievements of the charity during the year in relation to its objects.

Summary of main activities in relation to the Charity's objects	Provision of grants and subsidies to support the facilities and activities of the Mess members
Summary of main achievements of the Charity during the year	The Fund continues to support the facilities and activities of the Mess members.

Provide a brief review of the financial position of the charity. This should include the principal types of income.

Financial Review	Income is derived from Mess subscriptions, bar takings profits and investment income.
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The Managing Trustee should give in their report a description of the following policies:

- a. For the selection of investments for the charity.
- b. For determining the level of income reserves held, stating and explaining the level of reserves held.
- c. Where grants are made by the charity, the selection of individuals and institutions who are to receive grants out of the assets of the charity.

Financial reserves policy	Nil
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Investments selection policy and performance of those investments.	The JSCSC Fund invests money with the CCLA which has a low risk rating.
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Provide the name of all trustees/the Managing Trustee(s) during the report year.

Managing Trustee's name/trustees' names	Gp Capt C Egan Wg Cdr P Arnold
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Serious Incidents	Nil
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Public Benefit Statement	<p>This fund provides public benefit by assisting service personnel to more effectively perform their roles within the Armed Forces of the Crown. It does this by <i>providing and supporting mess facilities and social activities</i>. This assistance enables service personnel to face the challenges and danger associated with military service by developing and maintaining <i>teamwork; skills; fitness; confidence, character, spirit and attitude; and morale*</i>. As a result the fund promotes the efficiency of the Armed Forces of the Crown by enhancing the British Army's capability to undertake the roles demanded of it including the defence of the United Kingdom and its interests.</p> <p>(I confirm that I have paid due regard to the Charity Commission of England and Wales's guidance on public benefit when deciding what activities the charity should undertake.)</p>
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\*delete as appropriate.

\*\* replace with wording appropriate to activities of fund e.g. '*providing and supporting mess facilities and social activities*'; or '*providing and supporting sporting and adventure training activities*.'

Additional comments (include any declarations which were not correct (Pg 12/13)):

Signature



Name

Uq Cdr Arnold

Date: 21 mar 16

Appointment

Managing Trustee

### Internal Auditor's/Audit Board Report

1. I have examined the books of account and records from which the final accounts were prepared and have obtained all the information and explanations that were necessary for the purpose of my internal audit.

2. I certify that end of period checks have been conducted in accordance with Service Funds Regulations.

3. Subject to the observations given below I am satisfied that proper books of account have been kept and that the final accounts give a true and fair view of the results of transactions over the period and of the state of the Fund's affairs as at the date of the balance sheet. Subject also to my observations I am satisfied that cash and bank balances and stocks on hand have been properly checked at prescribed intervals and that adequate insurance exists.

4. I have stamped and signed the original books of account and the original records I have checked. All vouchers relating to this account period have been cancelled.

5. I have made the following observations whilst carrying out the internal audit:

a. It should be noted that the JSCSC Officers' Mess Fund's overall income is still in excess of £250K but less than £500K and is therefore subject to an independent external examination from a suitably qualified professional. As a result, a separate audit report (CC17A) has been produced by Cox & Browning (Chartered Accountants) and will be forwarded to the Charities Commission in due course.

b. The Financial Plan for this audit period forecasted/budgeted for a GPF overspend. Consequently, a deficit of -£22463.67 has been recorded in this year's Balance Sheet. Although higher than initially planned/envisaged, this is partly attributable to a very small unrealised investment gain of only £227.92, compared with £17495.06 last year.

Signature



Name

HUGHES

Date: 21 Mar 16

Appointment

SO2 PS

## Comd/SO2 SPS – Independent Examiner’s Report on the Accounts, and Comments

### Respective Responsibilities of Trustees and Examiner

The Charity’s Trustees are responsible for the preparation of the accounts. The Charity’s Trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to:

- a. Examine the accounts (under section 43(3)(a) of the Act).
- b. Follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act).
- c. State whether particular matters have come to my attention.

### Basis of Independent Examiner’s Statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

### Independent Examiner’s Statement

In connection with my examination, no matter has come to my attention (other than that disclosed overleaf\*):

- a. Which gives me reasonable cause to believe that in any material respect the requirements:
  - (1) To keep accounting records in accordance with section 41 of the 1993 Act:
  - (2) To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act:

have not been met.

- b. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Delete as applicable.

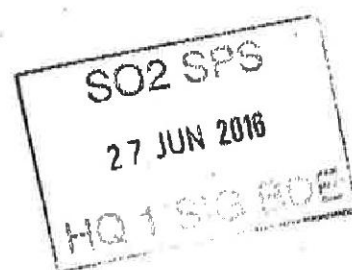
Comd/SO2 SPS – Independent Examiner's Report on the Accounts, and Comments

Disclosure Section (Only to be completed if the examiner needs to highlight material problems/discrepancies)

Give here brief details of any items that the examiner wishes to disclose

Comd/SO2 SPS Comments

*The 1A's comment is noted.*



Independent Examiner's Signature

Name

Date:

27 Jun 16

Appointment

21

J LAWRENCE  
SO2 SPS 1 SIG