

SCC A3 Form

To set-up this form please enter information in the boxes to the right

- There are 5 pages to this form
- * AC1 Revenue Receipts Page
 - * AC2 Revenue Payments Page
 - * AC3 Statement of Accounts
 - * AC4 Page 1 of Trustees Annual Report
 - * AC5 Page 2 of Trustees Annual Report

To move between the pages either use page tabs below or click on the hyperlinks to the right. Each page has a hyperlink to return you to this menu

On all pages only blue areas may be written to, all other cells are protected.

All report sheets should be sent to the relevant Charity Regulator (where applicable) and the Area Business and Management Director

Note, The Financial year for all Sea Cadet Units runs from 1 April until 31 March.

Setup Menu

Enter Unit Name not TS Name

Warsash Sea Cadets

Enter Charity Number

1129819

Enter accounting year

2018

Navigation Hyperlinks

To navigate the workbook place mouse arrow over the text below.

[Page AC1 Revenue Receipts](#)

[Page AC2 Revenue Payments](#)

[Page AC3 Statement of Accounts](#)

[Page AC4 Trustees Annual report Page 1](#)

[Page AC5 Trustees Annual Report page 2](#)



SEA CADETS ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT		Form SCC A3 (R&P) Oct-2011	
RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2018			
(*Units in Scotland: This Statement's form and content and its scrutiny are governed by Regulations – SSI 2006/218)			
(Also to be forwarded to Area Business & Management Director and as otherwise directed no later than 1 November each year)			
Unit Name: Warsash Sea Cadets		Charity No: 1129819	
Fund-name/purpose (if not held for the Unit's general purposes):-		THIS YEAR 2018	LAST YEAR 2017
REVENUE RECEIPTS –		Notes	
HQ-GRANTS:			
- CAPITATION			
- TRAVEL EXPENSE REFUNDS			
- ANNUAL FUND/DIRECT GRANT			
- SCVA (Sea Cadet Victualling Allowance)			
OTHER GRANTS		2,909.80	2,144.92
CADET CONTRIBUTIONS		11,929.00	9,144.00
OTHER DONATIONS		4,330.00	6,884.70
LEGACIES			
MOD - BOAT REPAIR GRANT			
FUNDRAISING PROCEEDS (not: Special Events as below)		Includes P&SA	6,296.02
SPECIAL EVENTS PROCEEDS (as charitable activity only)			3,565.30
OTHER CHARITABLE ACTIVITIES:			
- COMPETITION RECEIPTS			
- COURSE FEES		550.00	
SUNDRY SALES RECEIPTS			
INVESTMENT INCOME RECEIVED			
BANK DEPOSIT INTEREST		6.87	6.87
PROPERTY RENTS (includes any occasional lettings/hirings)			
OTHER REVENUE RECEIPTS		450.22	
TOTAL REVENUE RECEIPTS A		26,471.91	21,745.79
NON-REVENUE RECEIPTS –			
INVESTMENT SALES PROCEEDS			
PROCEEDS FROM SALES OF OTHER FIXED ASSETS			
LOANS RECEIVED/RECOVERED (include grants per contra*)			
TRANSFERS FROM ANY OTHER* FUND OF THE UNIT			
ANY OTHER RECEIPTS			
TOTAL NON-REVENUE RECEIPTS B			
(*Attach that Fund's similar Account of Receipts as page AC1A, and so on)			
(*Note: Loan write-offs are 'receipts' here and 'payments' on page AC2)			
TOTAL RECEIPTS (=A+B) C		26,471.91	21,745.79
Reconciliation:-			
NET CHANGE FOR YEAR IN CASH/BANK BALANCE:-			
- REVENUE ITEMS (= A – D from page AC2)	G	2,841.97	9,575.36
- NON-REVENUE ITEMS (= B – E from page AC2)	H		
- COMBINED (=G+H)		2,841.97	9,575.36
CASH/BANK BALANCE FROM LAST YEAR-END		39,757.83	30,182.47
CASH/BANK BALANCE AT THIS YEAR-END		42,599.80	39,757.83

SEA CADETS ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT		Form SCC A3 (R&P) Oct-2011	
RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2018 (*Units in Scotland: This Statement's form and content and its scrutiny are governed by Regulations – SSI 2006/218) (Also to be forwarded to Area Business & Management Director and as otherwise directed no later than 1 November each year)			
Unit Name: Warsash Sea Cadets		Charity No: 1129819	
Fund-name/purpose (if not held for the Unit's <u>general</u> purposes):-		THIS YEAR 2018	LAST YEAR 2017
Notes			
REVENUE PAYMENTS –			
FUNDRAISING COSTS (not: Special Events as below)	Includes P&SA	3,995.33	3,032.87
INVESTMENT MANAGEMENT COSTS (if any)			
<u>DIRECT CHARITABLE ACTIVITY COSTS:</u>			
- SPECIAL EVENTS COSTS		663.30	43.20
- COMPETITION COSTS		286.00	
- TRAVEL COSTS		72.30	
- CATERING COSTS			
- TRAINING COURSES COSTS		856.00	441.32
- GRANTS (including any charitable loans written off)			
ARTICLES PURCHASED FOR RESALE			
<u>OVERHEAD COSTS FOR:</u>			
- RENT / COUNCIL TAX			
- HEAT, LIGHT & WATER			
- TELEPHONE			161.81
- POSTAGE			
- PRINTING & STATIONERY		200.40	559.28
<u>MAINTENANCE COSTS FOR:</u>			
- BUILDINGS			
- BOATS		16,636.69	7,280.16
- VEHICLES			
- COMPUTERS			
- OTHER EQUIPMENT		236.37	
FUEL COSTS		272.12	284.86
INSURANCE COSTS		411.43	366.93
BANK INTEREST & CHARGES			
<u>CHARITY GOVERNANCE COSTS:</u>			
- FOR AUDIT OR INDEPENDENT EXAMINATION			
- FOR ACCOUNTS PREPARATION			
- FOR LEGAL ADVICE (for constitution or trustees)			
OTHER REVENUE COSTS			
TOTAL REVENUE PAYMENTS D		23,629.94	12,170.43
<u>NON-REVENUE PAYMENTS –</u>			
FOR INVESTMENTS PURCHASED			
FOR OTHER FIXED ASSETS (including any <u>improvements</u>)			
LOANS MADE/REPAID			
TRANSFERS FROM ANY OTHER* FUND OF THE UNIT			
ANY OTHER PAYMENTS			
TOTAL NON-REVENUE PAYMENTS E			
TOTAL PAYMENTS (=D+E) F		23,629.94	12,170.43
(*Attach that Fund's similar Account of Payments as page AC2A. and so on)			

SEA CADETS
ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT

Form
SCC A3 (R&P)
Oct-2011

STATEMENT OF BALANCES & ACCOUNTS NOTES for year ended 31 March 2018

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

(Also to be forwarded to Area Business & Management Director and as otherwise directed no later than 1 November each year)

Unit Name: Warsash Sea Cadets

Charity No: 1129819

In England & Wales: STATEMENT OF ASSETS & LIABILITIES

(English/Welsh/NI Units: No valuations/costs or accounts notes required)

ASSETS:

CASH/BANK BALANCE(S) AT YEAR-END (from page AC1)

BANK DEPOSITS (if any) not included above

LOANS RECOVERABLE

OTHER DEBTS (total recoverable – exclude any “accruals”)

*STOCKS OF ITEMS FOR RESALE (total cost)

INVESTMENTS (present value of securities &c)

INVESTMENTS (ditto – belonging to a Restricted Fund, if any)

***OTHER FIXED ASSETS:**

- LAND & BUILDINGS

- BOATS

- VEHICLES

- COMPUTERS

- OTHER EQUIPMENT

*For all these items (including any gifts at estimated value when given) state their total present value here if lower than as above

Name
of Fund

if restricted

THIS
YEAR
2018

LAST
YEAR
2017

42,599.80

39,757.83

LIABILITIES

LOANS REPAYABLE

OTHER CREDITORS (total payable – exclude any “accruals”)

CONTINGENT LIABILITIES (estimated total amount)

[Scottish] ACCOUNTS NOTES* (if not within Annual Report)

For any separate Receipts & Payments Account included in this Statement of Account: the nature and purpose of each Fund accounted for and the legal restrictions on its use

Total number and amount of any grants paid to (i) individuals and (ii) institutions, analysed by type of activity or project

Amount of trustee remuneration (inc. to connected persons) paid and the legal authority for it

Amount of any trustee expenses reimbursed and for how many trustees

Amount and nature of any other trustee-transactions (including with connected persons, stating the relationship) -

together with any amount owing at the year-end (say if none)

Any further information that 'may reasonably assist' a reader's understanding

Give page
no(s). - or say if
none

(or say if none)

(or say if none)

Give page
no(s).

[Amounts] Particulars

[]

[]

[] Authority:

[] For how many:

[] Nature:

[]

- or say if none

(*Show details on an extra attached (numbered) page if necessary)

Signed as authorised by the Unit's Management Committee - Date:

16 JAN 2019

..... S.P. JOHANSEN Unit Treasurer

..... M.T.W. BOLTON Unit Chairman

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

**THE SEA CADETS
ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT**

Form
SCC A3
(R&P)
Oct-2011

TRUSTEES' ANNUAL REPORT ON ACTIVITIES for year ended 31 March 2018

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

(Also to be forwarded to Area Business & Management Director and as otherwise directed no later than 1 November each year)

Unit Name: Warsash Sea Cadets

Charity No: 1129819

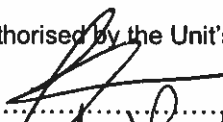
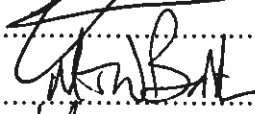
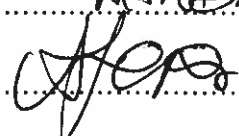
Reserves Policy

The charity trustees' policy aims to maintain unrestricted reserves at a level equating to 19 months revenue payments in order to safeguard the Unit's ongoing activities from any unexpected fluctuations in income. Year-end reserves amounted to £16,512.30 equal to 19 months' on that basis.

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 Committee:

	S.P. JOHANSEN	Unit Treasurer
	M.W. BOLTON	Unit Chairman
	AMANDA JONES	Independent Examiner

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

SEA CADETS ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT		Form SCC A3 (R&P) Oct-2011												
TRUSTEES' ANNUAL REPORT ON ACTIVITIES for year ended 31 March 2018 <small>(*Units in Scotland: This Statement's form and content and its scrutiny are governed by Regulations – SSI 2006/218) (Also to be forwarded to Area Business & Management Director and as otherwise directed no later than 1 November each year)</small>														
Unit Name: Warsash Sea Cadets	Charity No: 1129819													
Unit address (or address for correspondence):- <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">House name:</td> <td>Warsash Maritime Academy</td> </tr> <tr> <td>Street and No:</td> <td>Newtown Road</td> </tr> <tr> <td>Area or Estate:</td> <td>Warsash Maritime Academy</td> </tr> <tr> <td>Town/City:</td> <td>Southampton</td> </tr> <tr> <td>County:</td> <td>Hampshire</td> </tr> <tr> <td>Post Code:</td> <td>SO31 9ZL</td> </tr> </table>			House name:	Warsash Maritime Academy	Street and No:	Newtown Road	Area or Estate:	Warsash Maritime Academy	Town/City:	Southampton	County:	Hampshire	Post Code:	SO31 9ZL
House name:	Warsash Maritime Academy													
Street and No:	Newtown Road													
Area or Estate:	Warsash Maritime Academy													
Town/City:	Southampton													
County:	Hampshire													
Post Code:	SO31 9ZL													
Unit Management Committee members (the 'charity trustees') at date of signing Report:- <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Capt Matt Bolton RN</td> <td>Mr Stephen Johansen</td> </tr> <tr> <td>Mr Stephen Selmes</td> <td>Mrs Tanya Culley</td> </tr> <tr> <td>Sub Lt (SCC) Adam Travell</td> <td>Cdre David Marsh (Rtd)</td> </tr> <tr> <td>Cllr Trevor Cartwright</td> <td>Cllr Mike Ford</td> </tr> <tr> <td>Mrs Louise Travell</td> <td>Mr Ian Praise</td> </tr> <tr> <td>Mr Neil Sherrington</td> <td></td> </tr> </table>			Capt Matt Bolton RN	Mr Stephen Johansen	Mr Stephen Selmes	Mrs Tanya Culley	Sub Lt (SCC) Adam Travell	Cdre David Marsh (Rtd)	Cllr Trevor Cartwright	Cllr Mike Ford	Mrs Louise Travell	Mr Ian Praise	Mr Neil Sherrington	
Capt Matt Bolton RN	Mr Stephen Johansen													
Mr Stephen Selmes	Mrs Tanya Culley													
Sub Lt (SCC) Adam Travell	Cdre David Marsh (Rtd)													
Cllr Trevor Cartwright	Cllr Mike Ford													
Mrs Louise Travell	Mr Ian Praise													
Mr Neil Sherrington														
Names of any other persons who were charity trustees of the Unit at any time in the financial year:- <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Ms Andrea Smith</td> <td></td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </table>			Ms Andrea Smith											
Ms Andrea Smith														
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) [not: Scotland]:- <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td> </td> <td> </td> </tr> </table>														
Nature and date of the Unit's constitution (governing document):- Governed by Sea Cadet Regulations														
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:- Unit Management Committee (UMC) members are elected annually at the Annual General Meeting (AGM). UMC 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 UMC have the power to appoint a new UMC member. The UMC member appointed will serve until the date of the next AGM, after which the post will be filled by election.														
The Unit's charitable purpose(s) as set out in its constitution is:- To help young people towards responsible adulthood by encouraging valuable personal attributes and high standards of conduct, using a nautical theme based on the customs of the Royal Navy.														
The Unit's main activities and achievements in the financial year were:- A significant number of cadet qualifications were gained during the year on national, offshore, area, district and unit courses.														
Public Benefit The UMC 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 seaborne 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.														