Sea Cadets Southend on Sea – AGM held 14th October 2025 at TS Implacable 312

| | | | |
|---|---|---|---|
| Present | CPO Paul Dawes | : | Interim Officer in Charge |
| | Peter Bartlett | : | President |
| | Alan Friedrich | : | Chairman |
| | Joe McGuigan | : | Secretary |

Roger Kemp, Lesley Morgan, Barry Kemp, Janis Hicks-King, Bradley Hicks-King (all UMT)

Joe Sammon (VBSM London Area)

A full list of attendees is attached at the end this report.

Apologies: Maria Srnkova (Treasurer). Myles Hilbery UMT, Lt Cdr (SCC) Barry Sickelmore RNR

**PB** welcomed the attendees, making particular mention of the large number of parents and guardians present, and opened the meeting. PB expressed his thanks to all connected to TS Implacable for their efforts in making the last year such a success. PB added that although the papers for the AGM had been circulated by email, copies were available if anyone wished to have a copy.

Minutes of the last meeting were read and approved. No matters arising.

Proposed: Lesley Morgan Seconded: Janis Hicks King

Chairman's Report: Copies of AF's report were circulated in advance of the AGM. (App A)

**AF** Welcomed and thanked attendees and offered his report for any questions.

AF closed by thanking all of the staff and committee for their dedication, and the cadets for their successes in the past year.

Proposed: Roger Kemp Seconded: Barry Kemp

Treasurer's report: AF presented the financial report on behalf of Maria Srnkova (App B) for the year to 31/3/2025 and asked for questions on the accounts. No questions.

AF thanked Krysia Bialoszewska for performing the Independent Examiner checks and proposed that the accounts be adopted and submitted to the Charity Commission.

Proposed: Janis Hicks-King Seconded: Bradley Hicks-King

Commanding Officer's report: Written report at **App C,**

This report was presented by CPO Paul Dawes, Interim Officer in Charge -

- PD highlighted that Cadet numbers and attendance remain very good, and we continue to operate a waiting list for both NECs and Juniors.
- Cadets from all sections have enjoyed success at several District and Area competitions and training weekends; and we have again had cadets enjoying the London Area, and Lima Company Summer Camps this year. PD highlighted the success of the cadets who formed the Continuity Drill team, reaching the national competition and finishing in a highly impressive 3rd place, and the cadets from the Combined Regatta teams who also reached the National Finals. Sadly, the finals didn't take place because of anticipated bad weather.
- Our community activity continues to be excellent.
- PD wished to offer his personal thanks to the uniformed volunteers at the unit for stepping up to the challenges of the year and ensuring that the unit runs smoothly; to the UMT for their support; and to parents who have assisted with transport of cadets to various events throughout the year

Proposed: Lesley Morgan Seconded: Barry Kemp

Health and Safety: AF confirmed all safety certificates are up to date.

**Election of President:** Peter Bartlett had confirmed that he was prepared to continue in the role and was duly re-elected. (no other candidates)

Proposed: Alan Friedrich Seconded: Joe McGuigan

**Election of Vice Presidents:** AF notified the meeting that Lesley Morgan confirmed that she was prepared to continue in the role and was duly re-elected.

Proposed: Joe McGuigan Seconded: Roger Kemp

PB introduced John Lamb (former Lt Cdr (SCC) and Alderman) and proposed as additional Vice President. Seconded by Alan Friedrich;

The Committee stood down as required under the constitution. All were prepared to stand for re-election except Roger Kemp who had previously notified the UMT. PB expressed thanks on behalf of the whole unit for Roger's many years of excellent support to the cadets and staff at TS Implacable.

**Election of Chairman:**

Alan Friedrich - Proposed: J McGuigan Seconded: L Morgan (no other candidates).

**Election of Treasurer:**

Maria Srnkova - Proposed: Bradley Hicks-King Seconded: Lesley Morgan (no other candidates).

**Election of Vice Chairman:**

Joe McGuigan - Proposed: Lesley Morgan Seconded: Janis Hicks-King (no other candidates).

**Election of Secretary:**

Joe McGuigan - Proposed: Barry Kemp Seconded: Alan Friedrich (no other candidates).

**Election of Committee:**

Barry Kemp – Proposed: Joe McGuigan Seconded: Alan Friedrich.

Lesley Morgan – Proposed: Joe McGuigan Seconded: Alan Friedrich

Myles Hilbery – Proposed: Joe McGuigan Seconded: Alan Friedrich

Janis Hicks-King - Proposed: Joe McGuigan Seconded: Alan Friedrich

Bradley Hicks-King - Proposed: Joe McGuigan Seconded: Alan Friedrich

Any other business:

Joe Sammon spoke on behalf of Lt Cdr Sickelmore thanked all at TS Implacable for their hard work and achievements which has resulted in the cadets again getting out and about and enjoying the whole experience. He looks forward to continued progress in future years. (Note attached at **App D**)

Joe Sammon also expressed his own thanks and supported the DO's comments.

AF updated the meeting on projected running costs and the level of cadet donations. AF proposed that monthly donations remain at current levels but should be reviewed again in April when the current Utility contracts are reviewed. This was agreed unanimously by the AGM.

Proposed: J McGuigan Seconded: Barry Kemp

Next UMT Meeting: 21/10/2025.

PB thanked those participating and closed the meeting.

Sea Cadets AGM 2025 attendance .doc

Southend AGM DO's comments.docx

# Southend Sea Cadets

## Unit Management Committee Annual General Meeting 2026

## Chairman's Report

Dear Parents, Guardians and Supporters, I would like to welcome you all to T.S. Implacable this evening for our Annual General Meeting.

Building & grounds maintenance.

With the large plot of land we have, continued grounds maintenance is essential. With Joe leaving earlier this year it has left us with bit of a hole to fill, but we are endeavouring to keep on top of the regular jobs, like cutting of the grass and general tidying around the unit. At last christmas's work party the priority was painting internal areas around Galley flats. Some cutting back of the hedge and trees bordering the pavement was also completed with considerable help from various parents.

There are still some internal areas we wish to redecorate, being the cadet heads and admin block.

The main project this year is our environmental project with the aim to reduce our heating costs and to make the unit a more comfortable environment for the cadets. This project has a long term goal of improving the sustainability of the unit. So far we have had solar panels and battery storage installed, still to come is installing insulation to the coldest classrooms and installing new electric heating in them. The total cost of this project is £22,765 we have secured a grant of £12K and have reserved funds of £7k we have also applied for further funding and are waiting to hear.

Another project we wish to undertake in the coming year is to further improve our I.T. infrastructure by having a laptop and monitor screen in each classroom as all the C.T.P. is now online. The cost for this will be in the region of £1500.

We also have a list of other improvements and projects to undertake in the future;

Install fence to front of unit, border of hedge & pavement
New flooring galley flats & main passageway
Enlarge and resurface the car park to provide a surface suitable for a parade ground.
Defibrillator, which we have some funds reserved for
Replace galley units & appliances
Convert Lower Boatstore to include accessible classrooms & toilets

Sailing facilities.

We continue to be members of the Island Yacht Club with the use of their facilities and boat storage. To date we haven't been invoiced for this years fees but last years was £1376.00 and each year it increases by RPI. We will continue to monitor the cost of the membership and the value for money in relation to the boating hours in case another option or facility arises.

Our fleet of dinghy is currently standing at 3 quests, 3 Picos, a Laser 2000 and 2 RS Fevas, we also have 2 Trinity's for rowing and our Power boats stand at 2 Ribs, a Jaffa Rigiflex and a Halmatic.

This year the Inshore Boating Operating Standard (IBOS) had a major update and all units had to submit revised operating procedures. This meant Inshore Boating had to assess all units submissions which created a backlog, after waiting for several months our initial submission was rejected, we resubmitted and after wating and chasing several times, rejected again now requiring even more detail of area of operation. Chief Dawes has recently had a meeting at IYC to determine exactly what is now required. Unfortunately, this has meant we have not been able to make use of the IYC and have had to travel to the RVD or Welsh Harp for all boating.

PTO

MiniBus

All running well and ULEZ compliant so no extra cost for attending the docks. Regular independent safety inspections are being completed in line with section 19 permit requirements and all repair recommendations are implemented.

Fundraising.

We held another successful collection at Tesco last week and having a card reader certainly paid off, we raised over £450.00. We have applied to other supermarkets but are still awaiting a reply. Last month the cadets also participated in a sponsored walk raising £497 which will be match funded by around 30%

Volunteers

Earlier this year we lost Joe to wetter and colder climes, with him moving back to Scotland. We certainly will miss his input and all the jobs he did around the unit.
On another note, we welcomed 2 new uniformed members to the team, PO Michael Groom-Starling and PPO Peter Robinson, and also Sarah Gill as a unit assistant taking care of our social media. We also have a father and son who have just signed up as volunteers a couple of weeks ago, John and Joseph Macmahon, and also Nadia Quint last week.

We are always looking to add some new volunteers to our sea cadet family so we can continue to offer the amazing sea cadet opportunities to our young people. We are especially looking for volunteers for our Unit Management Team. If you can spare a little time please see either the O.I.C or myself for more information or email the unit.

Finally I would like to thank all the staff and committee for your dedication, working together to deliver the Cadet Experience. A big thank you to the various parents who have helped with transportation. And not forgetting to all the cadets for the effort they have put in making this another ***very*** successful year.

Yours,

Alan Friedrich

Chairman.

PTO

T.S Implacable

Commanding Officers Report

AGM

15th October 2026

Carrying on from last year, this year 2026 has been a successful year for the unit, with the unit being awarded a burgee. Enrolled cadets: BJ 29, MC 11, JSC 9. There are many enquiries from young people showing an interest in joining sea cadets, the unit holds open evenings 2-3 times a year.

Competitions :Unarmed Drill Squad came 1st at the Area competition and went on to represent London Area at the national competition held at HMS Raleigh and came 3rd at the competition. A remarkable achievement for the unit. Many thanks to the staff for their hard work and commitment.

Area 1st Aid Competition, cadets represented the district achieving 2nd place.

Area Regatta held at the WHBS , rowboat handling crew retained the trophy they won in 2025, again a remarkable achievement.

District Shield, with the unit entering district competitions the unit have won the District Shield for the second-year running. This shows the commitment from the cadets.

Promotions and Personal Achievements.

Many cadets achieve promotions within the unit up to the rate of Able Cadet. Well done to L/C's Luke and Layla who attended the Petty Officer Cadets Promotion Board at HMS President; both were successful at the board and have been promoted to Petty Officer Cadet. A/C Ryan was also successful at the L/C board held at Greenwich SCU and promoted to Leading Cadet.

Halliday Trophy: Congratulations to Cdt Sgt Tristan Saggers, winning the Halliday Trophy, scoring the highest marks at the national cadet sergeant's board.

Congratulations to MC Tara who was successful in her nomination for the Essex Lord Lieutenant's Cadet, and PoC Layla and L/Cpl Alethea taking up their role as the mayors cadet. A/C Alice attended the national PT course at HMS Temeraire and passed her advanced PT qualification. L/C Ryan and A/C Widish were selected to represent London Area at the Tri-service shooting competition held at Pirbright. Cdt Sgt Saggers and MC Nolan attended the London Area Awards Dinner at the Guildhall in London to celebrate cadet achievements.

Unit in the community: The unit has participated in the November remembrance parades in Southend and Leigh on Sea, Armed Forces Day in Southend, in addition RMCD attended the Graspan parade in London. Cadets enjoyed a day out at Brands

Hatch to watch the True Heroes Racing Team. This year cadets participated in the national cadet week with the parade held at Brentwood.

RNP: Cdr James Nisbet RNR our Area Officer was the reviewing officer for the parade. An opportunity for the cadets to showcase the unit, dignitaries present Mayor of Southend, representatives from the local branch of Southend RNA.

Jack Petchey Awards: At present the unit nominates one cadet each term for the award, so far this year the unit has been successful in achieving two awards.

BTEC: This year all eligible cadets have achieved BTEC Level 1, and cadets who are eligible have enrolled onto BTEC Level 2.

Duke of Edinburgh's Award: The award scheme is well underway with cadets completing their bronze award and moving on to the silver award.

Camps and Courses: MC's and BJ' deployed to Devon for the annual Lima Coy summer camp, cadets from Southend attended the London Eastern District summer camp at Weymouth. Throughout the year cadets have also attended weekend courses to achieving qualifications.

Offshore: During the year cadets have had the opportunity to spend a week offshore aboard T.S Royalist enjoying life at sea and gaining qualifications.

Unit Boating: A very challenging year for the unit due to reasons beyond the unit's control. However, cadets have been on the water and gaining powerboating and rowing qualifications.

This year the unit said goodbye to L/Cpl Joey Drake who aged out, the unit wishes him well for the future.

Congratulations to Micheal Groom-Starling, Symon Kidson and Ailonas Nacas in completing their SCC Core Modules and promotion to Petty Officer.

The unit welcomes Peter Robinson, Joseph Macmahon and John Macmahon as new adult instructors.

The unit continues to build and thrive on success of previous years, and a thank you to all our adult uniformed instructors and committee members who give up a lot of their time to ensure Southend is a successful sea cadet unit. we look forward to 2027.

Yours Aye

CPO(SCC) PB Dawes

Commanding Officer

**District Officer's Report**

This has been a highly successful and productive year for Southend Unit, characterised by strong participation, excellent achievement, and a continued commitment to the development of our young people. Throughout the year, cadets and volunteers have embraced a wide range of opportunities, demonstrating dedication, professionalism, and enthusiasm in every aspect of unit life.

The cadets have represented the organisation at District, Area and National events, including major ceremonial occasions, competitions, and community activities. Participation in events such as the National Trafalgar celebrations, the Lord Mayor's Show, remembrance commemorations, regattas, and other competitions which has provided valuable experiences whilst showcasing the high standards expected of our organisation.

Training and personal development in the unit have remained at the heart of the training programme. Cadets have undertaken qualifications in areas including boating, first aid, drill, shooting, seamanship, and leadership. Many have successfully progressed through promotion boards and enrolled on recognised programmes such as BTEC and the Duke of Edinburgh's Award, enhancing both their skills and confidence.

Southend's adult volunteers have continued to demonstrate exceptional commitment through their attendance at courses, safeguarding training, conferences, and development programmes. Their willingness to give their time, experience, and expertise ensures that we can continue to provide a safe, challenging, and enjoyable programme for all cadets.

Community engagement has remained a particular strength. Cadets have supported fundraising initiatives, remembrance activities, public events, and charitable projects, strengthening our links with the local community whilst demonstrating the values of service, citizenship, and teamwork. These activities have enhanced the visibility of the unit and reinforced our reputation as a positive force within the community.

Whilst the unit faced the occasional challenge, including several unavoidable event cancellations, the flexibility and resilience shown by both staff and cadets ensured that opportunities continued to be delivered wherever possible.

As we look ahead, I can see the priorities remain focused on expanding opportunities for participation, developing future leaders, strengthening community partnerships, and continuing to provide an engaging programme that attracts and retains cadets and volunteers alike.

In closing, I would like to thank our volunteers for their unwavering commitment, the parents and supporters for their continued encouragement, and the cadets for their enthusiasm and achievements throughout the year. The success of this Southend is built on your collective efforts, and I look forward to another year of growth, challenge, and success.

Lt Cdr(SCC) Barry Sickelmore RNR
District Officer

SOUTHEND SEA CADETS

'T.S. IMPLACABLE'

Registered charity no. 301400

# FINANCIAL REPORT

*for the period*

1st April 2025 to 31st March 2026

# SOUTHEND SEA CADETS

## 'T.S. IMPLACABLE'

Registered charity no. 301400

**Contents,**

1. Bank reconciliation.
2. Revenue Receipts.
3. Revenue Payments.
4. Detail report for year Receipts & Payments
5. Notes on income & expenditure.

Presented by,

Maria Srnkova, Treasurer

# Bank Reconciliation

## Financial Year 1st April 2025 to 31st March 2026

| | | |
|---|---|---|
| Opening balance as per last year's report & bank statement 1/4/2024 | | 6770.76 |
| Year to 31/3/2025 | | |
| Income, refer to schedule | 38,879.85 | 45,650.61 |
| Expenditure, refer to schedule | (21,781.11) | 23,869.50 |
| Closing balance bank statement as at 31/3/2026 | | £23,869.50 |

**THE SEA CADETS**

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

**RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2026**

Form AC1
SCC A3 (R&P)
Jan-26

(*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 2026

**Unit Name:** Southend on Sea | **Charity No:** 301400

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

| | Notes | THIS YEAR £ | LAST YEAR £ |
|---|---|---|---|
| **REVENUE RECEIPTS** – | | | |
| ANNUAL FUND/DIRECT GRANT - (restricted) | | £21,300.00 | £15,150.00 |
| OTHER GRANTS - (unrestricted) | | £500.00 | £0.00 |
| BANK INTEREST \ INVESTMENTS | | £0.00 | £0.00 |
| PROPERTY RENTS (includes any occasional | | £1,365.00 | £1,365.00 |
| CADET CONTRIBUTIONS | | £7,867.50 | £7,342.50 |
| OTHER DONATIONS / LEGACIES | | £2,054.85 | £290.00 |
| FUNDRAISING & SPECIAL EVENTS PROCEEDS | | £1,756.11 | £2,102.02 |
| GIFT AID | | £3,180.39 | £3,470.69 |
| **OTHER CHARITABLE ACTIVITIES:** | | | |
| COMPETITION RECEIPTS | | £0.00 | £0.00 |
| COURSE FEES | | £687.00 | £215.00 |
| SUNDRY SALES RECEIPTS | | £0.00 | £250.00 |
| SCAVA (Sea Cadet Victualling Allowance) | | £144.00 | £170.00 |
| UNIFORM DEPOSITS | | £25.00 | -£100.00 |
| **TOTAL REVENUE RECEIPTS** | **A** | **£38,879.85** | **£30,255.21** |
| **NON-REVENUE RECEIPTS** – | | | |
| PROCEEDS FROM SALES OF OTHER FIXED ASSETS | | £0.00 | £0.00 |
| **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** | **£38,879.85** | **£30,255.21** |

***Reconciliation:-***

| | | | |
|---|---|---|---|
| **NET CHANGE FOR YEAR IN CASH/BANK BALANCE:-** | | | |
| - REVENUE ITEMS (= A – D from page AC2) | **G** | £17,148.73 | £16,740.13 |
| - NON-REVENUE ITEMS (= B – E from page AC2) | **H** | -£49.99 | -£25,024.90 |
| - COMBINED (=G+H) | | £17,098.74 | -£8,284.77 |
| **CASH/BANK BALANCE FROM LAST YEAR-END** | | **£6,770.76** | **£15,055.53** |
| **CASH/BANK BALANCE AT THIS YEAR-END** | | **£23,869.50** | **£6,770.76** |

**THE SEA CADETS**

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

**RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2026**

Form AC2
SCC A3 (R&P)
Jan-26

(*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 2026

**Unit Name:** Southend on Sea **Charity No:** 301400

**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 | | £372.99 | £700.00 |
| COMPETITION COSTS | | £404.16 | £0.00 |
| FUEL & TRAVEL COSTS | | -£481.17 | -£574.71 |
| CATERING COSTS | | £589.46 | £263.20 |
| TRAINING DELIVERY COSTS | | £3,866.64 | £2,005.21 |
| ARTICLES PURCHASED FOR RESALE | | £0.00 | £250.00 |
| **OVERHEAD COSTS FOR:** | | | |
| RENT / COUNCIL TAX | | £510.07 | £170.02 |
| HEAT, LIGHT & WATER | | £2,012.28 | £2,243.27 |
| TELEPHONE & BROADBAND | | £558.75 | £298.82 |
| WASTE DISPOSAL & HYGIENE | | £1,045.62 | £784.17 |
| RUNNING COST Inc POSTAGE, PRINTING & OTHER | | £109.28 | £822.25 |
| **MAINTENANCE COSTS FOR:** | | | |
| BUILDINGS & ESTATE | | £6,614.68 | £1,364.48 |
| BOATS | | £60.00 | £60.00 |
| VEHICLES | | £1,465.75 | £966.96 |
| OTHER MISC EQUIPMENT | | £0.00 | £0.00 |
| INSURANCE COSTS | | £4,352.61 | £3,851.41 |
| BANK INTEREST & CHARGES | | £0.00 | £0.00 |
| **CHARITY GOVERNANCE COSTS:** | | | |
| FOR ACCOUNTS/AUDIT OR INDEPENDENT EXAMINATION | | £0.00 | £0.00 |
| FOR OTHER PROFESSIONAL FEES | | £0.00 | £0.00 |
| FOR LEGAL ADVICE (for constitution or trustees) | | £0.00 | £0.00 |
| OTHER REVENUE COSTS | | £250.00 | £310.00 |
| **TOTAL REVENUE PAYMENTS** | **D** | £21,731.12 | £13,515.08 |
| **NON-REVENUE PAYMENTS –** | | | |
| ASSETS | | £49.99 | £25,024.90 |
| **TOTAL NON-REVENUE** | **E** | £49.99 | £25,024.90 |
| **TOTAL PAYMENTS (=D+E)** | **F** | **£21,781.11** | **£38,539.98** |

(#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 2026**

Form AC3
SCC A3 (R&P)
Jan-26

(*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 2026

**Unit Name:** Southend on Sea | **Charity No:** 301400

| **In E&W: STATEMENT OF ASSETS & LIABILITIES** | **Name of Fund** if restricted | **THIS YEAR £** | **LAST YEAR £** |
|---|---|---|---|
| **ASSETS:** | | | |
| CASH/BANK BALANCE(S) AT YEAR-END (from page AC1) | | £23,869.50 | £6,770.76 |
| BANK DEPOSITS (if any) not included above | | £0.00 | £0.00 |
| LOANS RECOVERABLE | | £0.00 | £0.00 |
| OTHER DEBTS (total recoverable – exclude any "accruals") | | £0.00 | £0.00 |
| *STOCKS OF ITEMS FOR RESALE (total cost) | | £0.00 | £0.00 |
| INVESTMENTS (present value of securities &c) | | £0.00 | £0.00 |
| INVESTMENTS (ditto – belonging to a Restricted Fund, if | | £0.00 | £0.00 |
| ***OTHER FIXED ASSETS:** | | | |
| - LAND & BUILDINGS | | £1.175M | £1.12M |
| - BOATS | | £16,300.00 | £17,025.00 |
| - VEHICLES | | £23,400.00 | £25,175.00 |
| - COMPUTERS & OTHER EQUIPMENT | | £300.00 | £300.00 |
| *For all these items (including any gifts at estimated value when given) state their total present value here if lower than as above | | [ ] | [ ] |
| **LIABILITIES** | | | |
| LOANS REPAYABLE | | | |
| OTHER CREDITORS (total payable – exclude any "accruals") | | | |
| CONTINGENT LIABILITIES (estimated total amount) | | | |

| **[Scottish] ACCOUNTS NOTES*** (if not within Annual Report) | | **[Amounts]** | **Particulars** |
|---|---|---|---|
| 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 | Give page no(s). - or say if none | | |
| Total number and amount of any grants paid to (i) individuals and (ii) institutions, analysed by type of activity | | [ ] | |
| Amount of trustee remuneration (inc. to connected persons) paid and the legal authority for it | (or say if none) | [ ] | Authority: |
| Amount of any trustee expenses reimbursed and for how many trustees | (or say if none) | [ ] | For how many: |
| Amount and nature of any other trustee-transactions (including with connected persons, stating the together with any amount owing at the year-end (say if | | [ ] | Nature: |
| | | [ ] | |
| Any further information that 'may reasonably assist' a reader's understanding | Give page no(s). | | - or say if none |

*(*Show details on an extra attached*

Signed as authorised by the Unit's Management Committee - Date: 22/9/26

…… ……Unit Treasurer

…… 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**

**RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2026**

Form AC4
SCC A3 (R&P)
Jan-26

(*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 2026

| **Unit Name:** | Southend on Sea | **Charity No:** | **301400** |
|---|---|---|---|

Unit address (or address for correspondence):-

| | |
|---|---|
| House name: | |
| Street and No: | 47, Central Avenue |
| Area or Estate: | Hadleigh |
| Town/City: | Benfleet |
| County: | Essex |
| Post Code: | SS7 2NP |

Unit Management Committee members (the 'charity trustees') at date of signing Report:-

| | | |
|---|---|---|
| Alan Friedrich | Myles Hilbery | |
| Joe McGuigan | Janis Hicks-King | |
| Maria Srnkova | Bradley Hicks-King | |
| Lesley Morgan | Barry Kemp | |

Names of any other persons who were charity trustees of the Unit at any time in the financial year:-

| | | |
|---|---|---|
| Roger Kemp | | |
| | | |
| | | |

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]*:-

| | | |
|---|---|---|
| Peter Bartlett | Heather Davies | Marine Society & Sea Cadets |

**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:-**

*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.*

**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:-**

Cadets achieved in excess of 1200 boating hours. 18 cadets on offshore courses equivalent to 108 training days. Over 2900 qualifications including CTP modules. 3rd place in National continuity drill, 1st place in Area drill team, 2nd place area piping team, qualified in 6 categories boathandling to represtent district at area. MSSC Grant awarded on completion of Essex Block project replacement cabins.

**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:

- 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.

**THE SEA CADETS**

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

**RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2026**

Form AC5
SCC A3 (R&P)
Jan-26

(*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 2026

**Unit Name:** Southend on Sea

**Charity No:** 301400

**Reserves Policy**

The charity trustees' policy aims to maintain unrestricted reserves at a level equating to 12 months revenue payments in order to safeguard the Unit's ongoing activities from any unexpected fluctuations in income.

Year-end reserves amounted to £14,000.00 12 months' on that basis.

*[Delete this section if not applicable]*

*The Unit holds £2,000.00 in designated funds representing fixed assets needed for future activities and £6,500.00 for future projects to be carried out in 12 months 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 Committee: 22/9/26

| | |
|---|---|
| .....Maria Srnkova | Unit Treasurer |
| .....Alan Friedrich | Unit Chairman |
| .....Krystyna Bialoszewska | Independent Examiner |

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

# Southend on Sea

## Financial Year 1st April 2025 to 31st March 2026

### Detail Report -- Year to Date as at 31 March 2026

## Receipts

| | | |
|---|---|---|
| **Donations** | | **£10,222.35** |
| Bursaries - restricted | £0.00 | |
| Bursaries - unrestricted | £0.00 | |
| Cadet | £7,867.50 | |
| P&SA | £0.00 | |
| Third party - restricted | £300.00 | |
| Third party - unrestricted | £2,054.85 | |
| Ward Room | £0.00 | |
| **Fundraising** | | **£1,756.11** |
| Bag packs | £0.00 | |
| Flag week | £0.00 | |
| Social events | £0.00 | |
| Community events | £50.00 | |
| Other | £1,706.11 | |
| **Generated** | | **£1,509.00** |
| Property Rental | £1,365.00 | |
| Sale of Assets | £0.00 | |
| Sale of Goods | £0.00 | |
| SCAVA | £144.00 | |
| **Grants** | | **£21,500.00** |
| External - restricted | £0.00 | |
| External - unrestricted | £500.00 | |
| MS-SC Restricted Grant | £21,000.00 | |
| **Training** | | **£687.00** |
| Competition Fees - external provider | £0.00 | |
| Competition Fees - internal provider | £0.00 | |
| Course Fees - external provider | £72.00 | |
| Course Fees - internal provider | £615.00 | |
| **Unearned** | | **£3,205.39** |
| Bank Interest | £0.00 | |
| Gift Aid | £3,180.39 | |
| Investment Income | £0.00 | |
| Uniform Deposit | £75.00 | |
| Unifom Refund (enter as debit) | -£50.00 | |
| | | **£38,879.85** |

## Payments

| | | |
|---|---|---|
| **Charitable Activity** | | **£3,131.42** |
| Competition Fees - external provider | £130.00 | |
| Competition Fees - internal provider | £274.16 | |
| Course Fees - external provider | £46.80 | |
| Course Fees - internal provider | £1,856.00 | |
| Training Materials | £343.18 | |
| Fuel | £1,013.83 | |
| 3rd Party travel | £0.00 | |
| MSSC Travel Refund (enter as credit) | -£1,495.00 | |
| Catering | £589.46 | |
| Fundraising Costs | £0.00 | |
| Special Events | £372.99 | |
| **Operating** | | **£9,589.47** |
| Waste Disposal, Health & Hygiene | £1,045.62 | |
| Office Equipment <£250.00 | £49.99 | |
| Office Stationery, Printing & Postage | £0.00 | |
| IT Consumables | £0.00 | |
| Building maintenance | £6,614.68 | |
| Grounds maintenance | £0.00 | |
| Boat maintenance | £60.00 | |
| Vehicle maintenance, MOT & RFT | £1,465.75 | |
| Other maintenance | £0.00 | |
| Goods for resale | £0.00 | |
| PPE & Branded clothing | £109.28 | |
| Various Unit Assets | £0.00 | |
| Badges & Uniform | £244.15 | |
| **Overheads** | | **£7,433.71** |
| Rent | £0.00 | |
| Rates | £510.07 | |
| Lease Fees | £0.00 | |
| Water Rates | £297.77 | |
| Sewage Rates | £0.00 | |
| Electricity | £1,425.51 | |
| Gas | £289.00 | |
| Broadband | £0.00 | |
| Telephone | £558.75 | |
| Alarm Monitoring | £0.00 | |
| Insurance - MS-SC provided | £2,995.30 | |
| Insurance - Non MS-SC provided | £660.51 | |
| Roadside assistance | £0.00 | |
| Certification | £696.80 | |
| **Fees Charges** | | **£1,626.51** |
| Audit/Accountancy fees | £0.00 | |
| Legal fees | £0.00 | |
| Other professional fees | £0.00 | |
| Other revenue costs | £250.00 | |
| Bank charges | £0.00 | |
| Docks \ Yacht Club Memebership | £1,376.51 | |
| | | **£21,781.11** |

**Surplus / Deficit**
**Financial Year 1st April 2025 to 31st March 2026**

**£17,098.74**

V 4.0

## NOTES ON INCOME 2025/2026

This year the main form of regular income came from Cadet donations, Cliffs Chiro, HMRC: Gift aid & grants from Jack Petchey.

In addition to the regular income, we secured.

1)Restricted grants from MSSC annual premises fund £21,000 for the Essex Complex project & Jack Petchey £300 for the WHBS weekend.
2) Sponsored Funwalk, total including gift aid & organisers bonus £1,548.00
3) Coin collection at Tesco £763.69
4) Easyfundraising £202.85

## NOTES ON EXPENDITURE 2024/2025

1. Gas / Electric / Water: When renewing the contracts we shop around for the most competitive rates. Electric contract renewed in May 2025 fixed 2 years, the Gas renewed in June 2026 also for 2 years. This year we have also entered into a contract for the water which may save around £50 per year.

2. Insurance-MSSC provided: Premises / Boats, 2025-2026 premium £2,995.35 & minibus insurance for 2026 of £660.51 paid January 2026

3. Other revenue fees: Island Yacht club membership / mooring fees. Increase linked to RPI, 2024 was £1326.19 The 2025 membership increased to £1376.51 paid in March 2026

4. Essex Complex Project: Walkway canopy's at £4,200.00 & Fire alarm at £2,004

5. Business rates: Last year 2025-2026 the business rates were £459.00 for 2026-2027 it has increased to £940.80 !!

## RESERVES

The management team aim to maintain a reserve of approximately 12 months of average income and has set a reserve target of between £8,000 to £10,000 to allow for unexpected expenditure or serious fall in income. This also covers for the uniform deposits we hold but is addition to any funds reserved for specific projects.

As you can see the bank balance at the start of the financial year was £6,770 and at the end of the year £23,869 this is due to receiving the payments from the MSSC annual premises fund totalling £21,000. This balance enabled us to have sufficient funds to cover the reserve and general running costs £14k, offshore voyage fund of £1,500, Defibrillator fund of £500, and with a surplus which we reserved for our next premises improvement project of solar panels and insulation.

Maria Srnkova, Treasurer
September 2026

**Independent examination of the accounts of Southend Sea Cadets (Charity Number 301400)**

1 April 2025 to 31 March 2026

| # | Direction heading (first line of the Direction) |
|---|---|
| 1 | Check whether the charity is eligible to have an independent examination |
| 2 | Check for any conflict of interest that prevents the examiner from carrying out their independent examination |
| 3 | Record your independent examination |
| 4 | Plan the independent examination |
| 5 | Check that accounting records are kept to the required standard |
| 6 | Check that the accounts are consistent with the accounting records |
| 7 | If the accounts are prepared on an accruals basis and one or more related party transactions took place the examiner must check if these were properly disclosed in the notes to the accounts |
| 8 | Check the reasonableness of the significant estimates and judgments and accounting policies used in accounting for the types of fund held and in the preparation of the accounts |
| 9 | Check whether the trustees have considered the financial circumstances of the charity at the end of the reporting period and, if the accounts are prepared on an accruals basis, check whether the trustees have made an assessment of the charity's position as a going concern when approving the accounts |
| 10 | Check the form and content of the accounts |
| 11 | Identify items from the analytical review of the accounts that need to be followed up for further explanation or evidence |
| 12 | Compare the trustees' annual report with the accounts |
| 13 | Write and sign the independent examination report |
| | Statutory duty to report matters of material significance to the Commission |
| | Examiner's discretion to report relevant matters to the Commission |

| Applicable to receipts and payments | Completed | Outcome |
|---|---|---|
| Yes | Yes | Satisfactory |
| Yes | Yes | Satisfactory |
| Yes | Yes | Satisfactory |
| Yes | Yes | Satisfactory |
| Yes | Yes | Satisfactory |
| Yes | Yes | Satisfactory |
| No | N/A | |
| Part | Yes | Satisfactory |
| Yes | Yes | Satisfactory |
| Yes | Yes | Satisfactory |
| Yes | Yes | Satisfactory |
| Yes | Yes | Satisfactory |
| Yes | Yes | Satisfactory |
| Yes | N/A | |
| Yes | N/A | |

| Ref | Direction | Summary Finding |
|---|---|---|
| 1 | 4 | Financial risks to the charity are not being fully managed |
| 2 | 5 | Assets and liabilities are not fully recorded in the accounts |
| 3 | 8 | Approval boxes on the Adult Expense Claim forms are routinely not completed to document approval. |

| Finding |
| --- |
| There is some awareness and documentation of the financial risks facing the charity. But they are not formally and routinely identified, documented, reviewed and managed |
| Main fixed assets are included, with values, in the Treasurers report. But they do not have recorded lifetime estimates. |
| Adult Expense Claims are routinely reviewed at Committee meetings and paid by Unit cheques, which require two signatories. But without the use of the specific approval on the Claim form, there is a (low) exposure to risk of a misuse of funds. There was one instance of a claim made, without the use of the form. Full completion and approval of the claim forms will provide transparancy of claims and approval. |

| Recommendation | Reportable |
|---|---|
| Consider developing a risk management policy and risk registers for financial and non-financial risks to the charity.<br>Consider seeking examples of good practice in other Units or similar charitable organisations. | No |
| Consider developing a record of fixed assets that will help decision-making about replacement costs and timescales, and maintenance liabilities.<br>Consider seeking examples of good practice in other Units or similar charitable organisations. | No |
| Encourage the proper completion of Adult Expense Claim forms, with appropriate approval | No |

| | | |
|---|---|---|
| **Check whether the charity is eligible to have an independent** | | |
| | | **Answ** |
| 1 | Is the income of the charity more than £25,000? | Yes |
| **Check whether the external scrutiny is by independent exam** | | |
| 2 | Is the income more than £1m or, more than £250k and the aggregate value of assets exceeds £3.26m? | No |
| 3 | Is the charity a parent charity with one or more subsidiaries? | No |
| 4 | Is the charity a charitable company? | No |
| 5 | Are the accounts prepared on a receipts and payments basis (rather than resource / accruals)? | Yes |

| t examination | |
|---|---|
| **Comment** | **Supplementary Questions** |
| External scrutiny of the accounts is required. | None |
| **ıination or by audit** | |
| Audit not required | N/A |
| Audit not required | N/A |
| Evidenced in 21-22 Examination | N/A |
| Audit not required | N/A |

**Supplementary Answers**

**Check for any conflict of interest that prevents the examiner from ca**

| | | Answ |
|---|---|---|
| 1 | Am I a current member of the charity? | No |
| 2 | Do I have any day to day involvement with the charity? | No |
| 3 | Have I been asked to prepare the charity accounts? | Yes |
| 4 | Do I consider I have a conflict of interest? | No |
| 5 | Do I consider that I have a perceived conflict of interest?<br>- have I served on a sub-committee that oversees the finances under review<br>- am I a beneficiary of the charity<br>- am I a material donor to the charity<br>- have I accepted hospitality or gifts from the charity | No |
| 6 | Do I have any close relationship with the trustees? | No |
| 7 | Do I have the relevant qualifications / experience to carry out the indpendent examination?<br>- financial awareness<br>- numeracy skills<br>- previous successful actions as independent examiner for similar charities<br>- knowledge of charity accounting | Yes |

| arrying out their independent examination<br>Comment |
| --- |
| No indication of any conflict of interest |
| No indication of any conflict of interest |
| No indication of any conflict of interest |
| No indication of any conflict of interest |
| No indication of any conflict of interest |

My son was a volunteer adult instructor of the charity during the preceding financial year, but he is not a signatory for any spend.
The related party has been brought to the attention of the trustees who are content that there is no actual conflict of interest

I have 15 years' experience working as in internal auditor for central government departments.
I held qualifications in internal audit from the Chartered Institute of Internal Audit
I hold a qualification in the preparing of accounts for government and have experience in suppporting external audit work in resource accounts for a major central government department

Evidenced in e-mail from UMC, 22 Jul 2026

Evidenced in e-mail from UMC, 22 Jul 2026

**Record the independent examination**

| | | Answ |
|---|---|---|
| 1 | A communication with the trustees which confirms their appointment as the independent examiner | Yes |
| 2 | A note that the examiner has the qualification where required | N/A |
| 3 | Confirmation that the charity is eligible for the independent examination and that an audit is not required by law | Yes |
| 4 | Analytical Review | Yes |
| 5 | Notes as to how any areas of concern identified have been resolved | Yes |
| 6 | details of checks or vouching carried out during the examination | Yes |
| 7 | the approved accounts | Yes |
| 8 | the trustees' annual report | Yes |
| 9 | relevant information | |
| 10 | copies of any written assurances that the examiner has required of the trustees confirming amounts in the accounts | |
| 11 | any conclusions | |
| 12 | details of any matters identified as matters of material significance reported to the Commission | N/A |

| Comment | Supplementary Questions |
| --- | --- |
| Evidenced in e-mail from UMC, 22 Jul 2026 | |
| Gross income does not exceed £250,000 | |
| Evidenced in the answers to Direction 1 | |
| See Direction 6 tab<br>This document | |
| See Direction 6 tab | |
| Treasurers Accounts Package provided in email from UMC dated 30 April 2026<br>Financial Report for 1 Apr 2025 to 31 Mar 2026 is automatically produced within the accounts excel template | |
| None | |

**Supplementary Answers**

**Plan the independent examination**

| | | Answer |
|---|---|---|
| 1 | Review the charity's constitution/governing document, structure and objectives | |
| 2 | Review the way the organisation is controlled and managed, including delegation of authority to make decisions (spend, contracting, making commitments) | |
| 3 | Review whether action has been taken on any previous recommendations for improvement | |
| 4 | Review the accounting records and systems | |
| 5 | Review the charity's structure, its funds and how balances changed in the year | |
| 6 | Review the charity's activities in the year and spending and the financial risks the charity faces | |
| 7 | Review any paid roles | |
| 8 | Review any funds administered by the charity | |

**Comment**

Sea Cadet Standard Constitution 2017 (SCSC17)

No change from previous years'

Previous suggestions have been considered and, partially, addressed

See Direction 6

See Direction 8

None declared

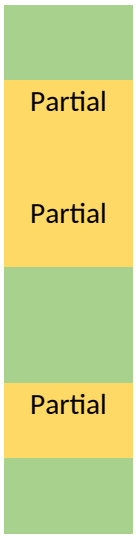
Unchanged since previous examinations

None declared

Unchanged since previous examinations

See Direction 8

| Supplementary Questions | Supplementary Answers |
| --- | --- |
| Confirmation sought that Constitution has not changed since previously examined<br>Evidenced in e-mail from UMC, 22 Jul 2026 | Evidenced in e-mail from UMC, 22 Jul 2026 |
| Evidenced in e-mail from UMC, 22 Jul 2026 | |
| general vouching, material items | |


Partial
Partial
Partial

**Check that accounting records are kept to the required standard**

| | | Answer |
|---|---|---|
| 1 | Are upto date when the accounts were prepared | Yes |
| 2 | Are available | Yes |
| 3 | Can be easily understood | Yes |
| 4 | Are complete | Yes |
| 5 | Include any assets and liabilities | Yes |
| 6 | Supported by vouchers (invoices, receipts, claims etc) | Yes |
| 7 | Are any amendments needed | No |

| Comment | Supplementary Questions |
| --- | --- |
| Monthly reports from the Treasurer are received and reviewed at the UMT meetings | |
| Made available as soon as I was appointed independent examiner | |
| Nearly all transactions are easy to understand and can be clearly tracked in the paperwork supplied. | |
| see Direction 6 | |
| AC3 lists fixed asets | |
| see Direction 6 | |

**Supplementary Answers**

**Check that the accounts are consistent with the accounting records**

1 Compare entries in the accounts with source documents

Opening Balance checked to Accounts for
1 Apr 2024 to 31 Mar 2025

2 Invoices

| | | Ref No. | Name | Date |
|---|---|---|---|---|
| 23 | talktalk Bus | 20 | | 3-Apr-25 |
| 37 | HES Fire | 34 | Building Maintenance | 15-Apr-25 |
| 71 | Gallagher | 68 | Insurance | 8-May-25 |
| 123 | J McGuigan | 120 | Fuel | 6-Jun-25 |
| 138 | BT Group plc | 135 | Telephone | 30-Jun-25 |
| 168 | P Dawes | 165 | Training Materials | 10-Jul-25 |
| 178 | British Gas | 175 | Electricity | 17-Jul-25 |
| 191 | A Friedrich | 188 | Vehicle Maintenance | 31-Jul-25 |
| 227 | SCC Revenues | 224 | Rates | 20-Aug-25 |
| 371 | Anglian Water | 368 | | 10-Nov-25 |
| 388 | J McGuigan | 385 | Fuel | 20-Nov-25 |
| 390 | J McGuigan | 387 | Badges and Uniform | 26-Nov-25 |
| 397 | G Bathurst | 394 | Catering | 27-Nov-25 |
| 441 | Quality Fire | 438 | Certification | 15-Dec-25 |
| 447 | St Margarets | 444 | Charitable Activity | 29-Dec-25 |
| 489 | A Friedrich | 486 | Insurance | 22-Jan-26 |
| 588 | A Friedrich | 585 | Vehicle Maintenance | 24-Mar-26 |
| 589 | Island Yacht Club | 586 | Docks / membership | 26-Mar-26 |

3 Accounts Entries checked to Bank Statements

| | | Ref No. | Name | Date |
|---|---|---|---|---|
| 28 | B Dabrowska-Musial | 25 | Donations | 7-Apr-25 |
| 63 | Bailes JT | 60 | Donations | 2-May-25 |
| 100 | A Saggers | 97 | Donations | 2-Jun-25 |
| 171 | Deposit | 168 | Fundraising | 10-Jul-25 |
| 183 | Edwards ER | 180 | Donations | 23-Jul-25 |
| 212 | Jones MD | 209 | Donations | 4-Aug-25 |
| 264 | Nolan R | 261 | Donations | 12-Sep-25 |
| 302 | Chirwa M&C | 299 | Donations | 6-Oct-25 |
| 308 | Total Waste | 305 | Waste Disposal | 7-Oct-25 |
| 309 | SDM Roofing | 306 | Building Maintenance | 7-Oct-25 |

| | | | | |
|---|---|---|---|---|
| | 313 | Paypal Inc | 310 Fundraising | 8-Oct-25 |
| | 316 | Deposit | 313 Fundraising | 9-Oct-25 |
| | 356 | Alionas Nacas | 353 Donations | 3-Nov-25 |
| | 404 | Wright Andrew | 401 Donations | 1-Dec-25 |
| | 459 | J Hicks King | 456 Donations | 2-Jan-26 |
| | 508 | Gould Janine | 505 Donations | 2-Feb-26 |
| | 575 | Drake KL | 572 Donations | 6-Mar-26 |
| 4 | Grants | | | |
| | 26 | MSSC BACS Payment | 23 MS-SC Restricted Grant | 4-Apr-25 |
| | 380 | MSSC BACS Payment | 377 External - restricted | 17-Nov-25 |
| | 586 | ASDA | 583 External - unrestricted | 23-Mar-26 |
| 5 | Donations | | | |
| | 78 | Easy Fundraising | 75 Third party - unrestricted | 13-May-25 |
| | 323 | Royal Naval | 320 Third party - unrestricted | 14-Oct-25 |
| | 539 | St Clements Lodge | 536 Third party - unrestricted | 17-Feb-26 |

| | | Answ | Comment |
|---|---|---|---|
| | | | Compare accounts with Annual Report |
| | | | Compared Last Year's entries in 25-26 annual statement to the electronic version held for the independent examination of 24-25 accounts. No discrepancies found. |

| Amount | | | |
|---|---|---|---|
| £ | 36.83 | | |
| £ | 2,004.00 | | No evidence found in invoice pack |
| £ | 299.53 | | Single Invoice for x 10 payments |
| £ | 197.97 | | Approval not completed on Claim |
| £ | 35.94 | | |
| £ | 94.68 | | Part expense claim / part invoice. No claim form to support. Invoice = £30.46 Claim = 19.77 |
| £ | 80.72 | | No evidence found in invoice pack |
| £ | 354.00 | | |
| £ | 51.00 | | No evidence found in invoice pack |
| £ | 140.09 | | |
| £ | 93.64 | | Receipt and claim shows amount for £93.61 |
| £ | 198.15 | | Receipts total £198.18 |
| £ | 251.09 | | |
| £ | 196.80 | | |
| £ | 100.00 | | No evidence found in invoice pack |
| £ | 660.51 | | |
| £ | 90.00 | | |
| £ | 1,376.51 | | Invoice includes mooring fee for Smokey Joe |

| Amount | | |
|---|---|---|
| £ | 20.00 | |
| £ | 20.00 | |
| £ | 20.00 | |
| £ | 165.00 | |
| £ | 20.00 | |
| £ | 20.00 | |
| £ | 7.50 | |
| £ | 10.00 | |
| £ | 908.16 | |
| £ | 2,000.00 | |

| | |
|---|---|
| £ | 128.46 |
| £ | 482.23 |
| £ | 20.00 |
| £ | 10.00 |
| £ | 20.00 |
| £ | 20.00 |
| £ | 20.00 |

| | |
|---|---|
| £ | 10,000.00 |
| £ | 11,000.00 |
| £ | 500.00 |

| | |
|---|---|
| £ | 48.86 |
| £ | 400.00 |
| £ | 500.00 |

| Supplementary Questions | Supplementary Answers |
| --- | --- |
| None | |
| Requested - 26 Jun 2026 | Supplied in email of 30/06 |
| Requested - 26 Jun 2026 | Email of 30/06 confirmed that all claims are reviewed at UMT meetings and cheques require two signatories |
| What evidence supports the remaining £44.45? | All receipts now identified. Similar amounts were misleading |
| Requested - 26 Jun 2026 | Supplied in email of 30/06 |
| Requested - 26 Jun 2026 | Annual Statement now identified |
| Was this discrepancy highlighted? Discrepancy nets off | Email of 30/06 confirmed that it was an error, that was not noticed |
| Requested - 26 Jun 2026 | Supplied in email of 30/06. Confirmed as charitable donation for use of church and hall for awards night |
| Please confirm Smokey Joe is a boat owned by the Unit. | Confirmed in email of 30/06. Smokey Joe is the Halmatic Safety Boat |

**Check the reasonableness of the significant estimates and judgements**

| | | Answ |
|---|---|---|
| 1 | What types of funds are administered by the charity? | |
| 2 | Are funds restricted or unrestricted | |
| 3 | Are there any estimates or judgements made? | |
| 4 | If concerns are identified, consider implications | |
| 5 | Review transfers to or from restricted fund accounts | |
| 6 | Review valuation of gifts in kind | |
| 7 | Review valuation of fixed asset investments where no market prices exist | |
| 8 | Review estimates resulting from transactions not being fully recorded | |

| and accounting policies used in accounting for the types of fund held and in the preparation of the acc | |
|---|---|
| **Comment** | **Supplementary Questions** |
| Donations (Cadet and Private)<br>Gift Aid<br>Grants<br>Payments for courses<br>Jack Petchey<br>Payment for lease<br>Evidenced in 21-22 examination | Confirmed not changed from previous examination |
| mixed, annotated in the accounts. | |
| None | |
| Adult Expense Claim forms are routinely not completed with approval. | Requested clarification from Chair, 26/06/2026 |
| No restricted fund accounts. Every item marked "restricted" is clearly identified for its restriction | |
| Confirmed through invoices | |
| No estimates | |

**:ounts**
**Supplementary Answers**

Email of 30/06 confirmed that all claims are reviewed at UMT meetings and cheques require two signatories

| | Check whether the trustees have considered the financial circumstance | Answ |
|---|---|---|
| 1 | Have the trustees assessed what invoices, bills and commitments remain outstanding, and whether these can be settled as and when they fall due? | Yes |
| 2 | Is the reserves policy disclosed in the trustees' annual report? | Yes |
| 3 | Have the trustees assessed the adequacy of the level of reserves held? | Yes |

| s of the charity at the end of the reporting period and, if the accounts are prepared on an a | |
|---|---|
| **Comment** | **Supplementary Questions** |
| Included in Treasurer's Report. | |
| Source not clear | |
| Documented in AC5 | |
| Documented in AC5 | |

**ccruals basis, check whether the trustees have made an assessment of the charity's position as a going co**
**Supplementary Answers**

**ncern when approving the accounts**

**Check the form and content of the accounts**

| | | Answ |
|---|---|---|
| 1 | Are receipts and payments accounts appropriate? | Yes |
| 2 | Are all accounting statements present? | Yes |
| 3 | Have all the funds of the charity been correctly identified? | Yes |

**Comment** **Supplemı Supplementary Answers**

| | Identify items from the analytical review of the accounts that need to b | Answ |
|---|---|---|
| 1 | Direction 4 | |
| 2 | Direction 5 | |
| 3 | Direction 7 | |
| 4 | Direction 8 | |
| 5 | Direction 9 | |
| 6 | Direction 10 | |
| 7 | Are additional analytical procedures necessary? | No |

**ɔe followed up for further explanation or evidence**

| Comment | Supplementary Questions | Supplementary Answers |
|---|---|---|
| Recorded in separate Tab | | |
| Recorded in separate Tab | | |
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## Compare the trustees' annual report with the accounts

| | | Answ |
|---|---|---|
| 1 | Have the trustees confirmed that they have read the Commission's guidance (PB3 Public benefit: reporting) | Yes |

**Comment**

Chairman of UMT confirmed that supplied to all UMT members. Evidenced in previous examination.

**Supplementary Questions**

Awaiting confirmation

**Supplementary Answers**

Confirmed in minutes of Committee,
dated 2 July 2026

**Write and sign the independent examination report**

1. examiner's name and address
2. name of the charity concerned
3. financial year of the accounts to which their report relates
4. state that the report relates to an independent examination carried out under section 145 of the 2011 Act and that the examination has been conducted in accordance with the Directions given by the Commission
5. Sign the IE report **only** after the trustees have approved and signed the trustees' annual report and accounts
6. handwritten or electronic signature?

Krysia Bialoszewska, 51 Riviera Drive, Southend-on-Sea, Essex, SS1 2QT
Southend Sea Cadets (Charity Number 301400)
1 April 2025 to 31 March 2026
Yes

K Bialoszewska

electronic