

Henley Sea Cadets  
Annual Report 2025

This report covers the period March 2024 to April 2025.

### **Governance**

I can confirm that the activities of the Unit Management Team & Trustees during the Reporting Period have been conducted in accordance with the Sea Cadet Standard Constitution and as required by the Charity Commission for England and Wales. It is a useful reminder that our guiding purpose is “to provide young people aged 10-18 with a safe environment to develop confidence, discipline and life skills through nautical adventure, community involvement and qualifications, ultimately giving them a better start in life and helping them thrive in school, in work and in the community”. I believe that we have achieved this.

A real strength of the Unit Management Team over the reporting period has been the outstanding levels of attendance at the monthly Committee Meetings and the superb commitment and contributions, whether it has been supporting fund raising, hands-on maintenance of the Unit or managing finances. We now have more volunteers on the Management Team than at any other time in recent history which offers real strength in depth and stability.

### **Growth**

Since the last AGM, the unit has grown in a measured, deliberate and sustainable way. Overall Cadet numbers have increased by 50% but the breakdown is more nuanced with Royal Marine Cadets growing by 90%, Juniors by 60% but the Sea Cadet element seeing a small shrinkage of 5%.

Of course, growth of Cadets needs to be matched by a corresponding increase of Adult Volunteers in order to maintain the necessary safety, safeguarding and instructional oversight; I am delighted that over the period of this report, Adult Volunteer numbers have grown by some 95%.

Many thanks to all the Uniformed Staff who have made this growth happen through numerous “Open Evenings” and other recruiting activities and initiatives to attract both new Cadets and also the essential Adult Volunteers.

My sense is that Henley Sea Cadets has established itself as one of the most popular and attractive Units in the Region, which is important as the UK Government stated in the latest Strategic Defence Review that the aim is to grow the Cadet force (Army, Air Force and Navy) by 30% by 2030 – Henley Sea Cadets is certainly playing its part to achieve this National goal.

### **Fundraising**

With more Cadets on our books and the rising costs of keeping the Unit running safely and effectively, we have had to develop a more robust and focused strategy for raising funds; we have had to become more professional and more sophisticated in our approach. Our Treasurer will provide the details of some of our fundraising successes shortly, but it is safe to say that this reporting period has been the most successful to date. Key fundraising activities continue to be centred around Henley Royal Regatta, the Henley Festival and the New Orleans River Cruise. All of these events rely on the goodwill of the many donors and local businesses who have given services and goods so generously, special thanks must go to Hobbs of Henley who have loaned numerous boats, on numerous occasions to support our fundraising efforts.

Another important development during the period, and a reflection of our new approach, has been a complete overhaul of the pricing and procedures for hiring out the Unit – with corresponding increase in income generated.

Additionally, it was wonderful and truly humbling, to have been contacted by the family of a previous Cadet at Henley who had very generously left a legacy to us in his Will. This donation will crystalise in the 25/26 accounts.

### **Facilities**

The Unit Management Team has been focused on ensuring that we provide a Safe environment and as such we have commenced a programme of remedial works and repairs to the Unit. Roof Repairs and Gutter Repairs are a constant activity and the much-discussed refurbishment of the Parade Ground took on a major project footing earlier this year with work hopefully commencing soon. Routine preventative maintenance and servicing continues and we have also started in earnest a replacement programme of legacy equipment which was inefficient; new lighting and heaters throughout the Unit will ultimately be safer, more efficient and will keep running costs as low as possible.

Following the unfortunate theft of an outboard motor and associated damage to one of our boats, the Management Team have fought long and hard to receive funds from the insurers and it was good to have it back in action for some of this year's boating season.

### **Cadet Experience**

You will hear from the XO, in the OiC's absence, of all the fantastic activities that the Cadets have been up to over the Reporting Period but I would like to state publicly that I think we can and should offer more; we do have sufficient funds to provide more opportunities and one particular area I would like to highlight is the Unit's Bursary Fund; specifically established to contribute to the cost of the more substantial activities, such as Offshore Cruises, awards from our Bursary Fund are decided by the Unit Management Committee on the recommendation of the OiC with awards ranging from tens to hundreds of pounds.

### **Engagement**

As part of our more strategic management of the Unit, we have reflected on how we can better engage across the Henley Sea Cadet community. From Parents, Staff and Volunteers to local businesses, charities and organisations, we are trying to better communicate to what they can do for the Sea Cadets...and what the Sea Cadets can do for them. We have not always got it right and we know we can do more to get these messages across but there has been a significant increase in our engagement activity.

### **Summary**

My final point is a reflection on the purpose of the Sea Cadets; "...giving young people a better start in life...and helping them to thrive..." and those that support Henley Sea Cadets, be that through giving time to volunteer, by donating, supporting in other ways or by enabling children's attendance, are directly helping young people "be the best they can be" which not only benefits each and every Cadet but also enriches the community of which we are part.

### **Andrew Stacey**

Chairman, on behalf of the Trustees

Henley Sea Cadets



Please enter the relevant date in to the cells shaded  
**BLUE**

<b>UNIT NAME</b>
<b>T.S Guardian</b>
<b>CHARITY NUMBER</b>
<b>304314</b>
<b>YEAR ENDING</b>
<b>2025</b>

<b>RECONCILIATION</b>			
<b>Opening Balances</b>			
	£1,035.77	Bank Account	
	£32,731.24	Saving Account	
	£0.00	Petty Cash	
	<b>£33,767.01</b>	<b>Total Opening Balance at</b>	<b>1st April 2024</b>
<b>Target</b>	<b>Closing Balances</b>		<b>Transfers</b>
£1,801.18	£0.00	Bank Account	
£42,162.86	£0.00	Saving Account	
£0.00	£0.00	Petty Cash	
<b>###</b>	<b>£0.00</b>	<b>Total Closing Balance at</b>	<b>31st March 2025</b>
	<b>£42,989.04</b>	<b>Closing Balance per AC1 Report</b>	
	<b>-£42,989.04</b>	<b>Error in data entry</b>	

## T.S Guardian -- Financial Year 1st April 2024 to 31st March 2025

	Cash Transactions		Bank Transactions		All Transactions
<b>Opening Balance</b>	<b>£0.00</b>		<b>£33,767.01</b>		<b>£33,767.01</b>
<b>Receipts</b>					
Donations	£0.00		£12,271.51		£12,271.51
Fundraising Generated	£0.00		£11,280.59		£11,280.59
Grants	£0.00		£4,334.00		£4,334.00
Training	£0.00		£12,129.13		£12,129.13
Unearned	£0.00		£37.50		£37.50
	£0.00		£2.79		£2.79
	<u>£0.00</u>		<u>£40,055.52</u>		<u>£40,055.52</u>
	<b>£0.00</b>		<b>£73,822.53</b>		<b>£73,822.53</b>
<b>Payments</b>					
Charitable Activity	£0.00		£2,610.22		£2,610.22
Operating	£0.00		£16,437.10		£16,437.10
Overheads	£0.00		£11,554.81		£11,554.81
Fees Charges	£0.00		£912.98		£912.98
	<u>£0.00</u>		<u>£31,515.11</u>		<u>£31,515.11</u>
	<b>£0.00</b>		<b>£42,307.42</b>		<b>£42,307.42</b>
<b>Transfers</b>	£0.00		£38,614.00		£38,614.00
	<u>£0.00</u>		<u>£80,921.42</u>		<u>£80,921.42</u>
					<b>£8,540.41</b>
				Trading Balance for year	
<b>**Overheads</b>					
Are defined as				Money held in Current Account	£0.00
Business Rates				Money Held on Deposit	£0.00
Water/Sewerage				Cash in Hand	£0.00
Energy					<u>£0.00</u>

# Summary Detail Report

## T.S Guardian

Financial Year 1st April 2024 to 31st March 2025

### Receipts

<b>Donations</b>	<b>£12,271.51</b>
Bursaries - restricted	£0.00
Bursaries - unrestricted	£0.00
Cadet	£6,437.00
P&SA	£0.00
Third party - restricted	£310.00
Third party - unrestricted	£5,524.51
Ward Room	£0.00

<b>Fundraising</b>	<b>£11,280.59</b>
Bag packs	£6,562.42
Flag week	£0.00
Social events	£4,068.17
Community events	£0.00
Other	£650.00

<b>Generated</b>	<b>£4,334.00</b>
Property Rental	£3,900.00
Sale of Assets	£0.00
Sale of Goods	£0.00
SCAVA	£434.00

<b>Grants</b>	<b>£12,129.13</b>
External - restricted	£12,129.13
External - unrestricted	£0.00
MS-SC Annual Fund	£0.00

<b>Training</b>	<b>£37.50</b>
Competition Fees - external provider	£0.00
Competition Fees - internal provider	£0.00
Course Fees - external provider	£37.50
Course Fees - internal provider	£0.00

<b>Unearned</b>	<b>£2.79</b>
Bank Interest	£684.41
Investment Receipts	£0.00

### Payments

<b>Overheads</b>	<b>£11,554.81</b>
Rent	£2.00
Rates	£159.00
Lease Fees	£2,100.00
Water Rates	£0.00
Sewage Rates	£0.00
Electricity	£6,628.00
Gas	£0.00
Broadband	£0.00
Telephony	£774.81
Alarm Monitoring	£0.00
Insurance - building	£1,891.00
Insurance - boats	£0.00
Insurance - equipment	£0.00
Insurance - vehicle	£0.00
Insurance - roadside assistance	£0.00
Fire certification	£0.00
Electrical certification	£0.00
Gas safety	£0.00
Lift certification	£0.00
Other certification	£0.00

<b>Operating</b>	<b>£16,437.10</b>
Unit Health, Hygiene & Well-being	£436.80
Office Equipment <£250.00	£143.92
Office Stationery & Printing	£29.99
IT Consumables	£173.39
Building maintenance	£5,563.80
Grounds maintenance	£0.00
Boat maintenance	£8,366.51
Vehicle maintenance	£57.01
Other maintenance	£700.00
Goods for resale	£0.00
PPE & Branded clothing	£965.68

<b>Charitable Activity</b>	<b>£2,610.22</b>
Competition Fees - external provider	£0.00
Competition Fees - internal provider	£0.00
Course Fees - external provider	£37.50
Course Fees - internal provider	£0.00
Fuel	£0.00
3rd Party travel - air	£0.00
3rd Party travel - other	£0.00
3rd Party travel - rail	£0.00
3rd Party travel - road	£0.00
Catering	£2,297.72
Special Events	£275.00

<b>Fees Charges</b>	<b>£912.98</b>
Audit/Accountancy fees	£221.40
Legal fees	£20.00
Other professional fees	£331.58
Other revenue costs	£250.00
Bank charges	£90.00

**Trading Profit / Loss Financial Year 1st April 2024 to 31st March 2025**

**£8,540.41**

**£31,515.11**

















1st April 2024 The Opening Balance Was £28,485.84				Profit or Loss on the year of £ 9348.8						
The Closing Balance Is £37,834.64				Receipts		£27,948.80	Payments		£18,600.00	
No.	Date	Nominee	Ref	Summary	Detail	Money In	Summary	Detail	Money Out	Current Balance
										£28,485.84
	27-Apr-24			Unearned	Bank Interest	£47.47				£28,533.31
	13-May-24						Transfer.	To Bank	£1,000.00	£27,533.31
	19-May-24			Transfer	From Bank	£3,000.00				£30,533.31
	26-May-24			Transfer	From Bank	£1,000.00				£31,533.31
	27-May-24			Unearned	Bank Interest	£45.61				£31,578.92
	29-May-24			Transfer	From Bank	£1,600.00				£33,178.92
	29-May-24			Transfer	From Bank	£180.00				£33,358.92
	4-Jun-24			Transfer	From Bank	£210.00				£33,568.92
	10-Jun-24						Transfer.	To Bank	£2,000.00	£31,568.92
	18-Jun-24			Transfer	From Bank	£140.00				£31,708.92
	27/.6/24			Unearned	Bank Interest	£52.74				£31,761.66
	1-Jul-24			Transfer	From Bank	£270.00				£32,031.66
	16-Jul-24			Transfer	From Bank	£6,000.00				£38,031.66
	23-Jul-24			Transfer	From Bank	£2,000.00				£40,031.66
	27-Jul-24			Unearned	Bank Interest	£54.55				£40,086.21
	6-Aug-24			Transfer	From Bank	£580.00				£40,666.21
	22-Aug-24						Transfer.	To Bank	£1,000.00	£39,666.21
	27-Aug-24			Unearned	Bank Interest	£66.23				£39,732.44
	29-Aug-24						Transfer.	To Bank	£1,000.00	£38,732.44
	26-Sep-24						Transfer.	To Bank	£1,800.00	£36,932.44
	27-Sep-24			Unearned	Bank Interest	£63.20				£36,995.64
	10-Oct-24						Transfer.	To Bank	£600.00	£36,395.64
	27-Oct-24			Unearned	Bank Interest	£57.25				£36,452.89
	30-Oct-24						Transfer.	To Bank	£1,000.00	£35,452.89
	27-Nov-24			Unearned	Bank Interest	£54.35				£35,507.24
	9-Dec-24						Transfer.	To Bank	£500.00	£35,007.24
	27-Dec-24			Unearned	Bank Interest	£52.48				£35,059.72
	13-Jan-25						Transfer.	To Bank	£1,000.00	£34,059.72
	2701/25			Unearned	Bank Interest	£53.10				£34,112.82
	19-Feb-25						Transfer.	To Bank	£1,000.00	£33,112.82
	21-Feb-25			Transfer	From Bank	£12,370.00				£45,482.82
	21-Feb-25						Transfer.	To Bank	£1,000.00	£44,482.82
	27-Feb-25			Unearned	Bank Interest	£51.82				£44,534.64
	27-Feb-25						Transfer.	To Bank	£6,700.00	£37,834.64

**THE SEA CADETS**

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

**RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2025**

Form  
SCC A3 (R&P)  
Apr-19

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

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

<b>Unit Name:</b> T.S Guardian	<b>Charity No:</b> 304314
--------------------------------	---------------------------

<b>Fund-name/purpose</b> (if not held for the Unit's general purposes):-	<b>THIS YEAR</b>	<b>LAST YEAR</b>
	<b>£</b>	<b>£</b>

**REVENUE RECEIPTS –**

	<b>Notes</b>		
ANNUAL FUND/DIRECT GRANT - (restricted)		###	£322.01
OTHER GRANTS - (unrestricted)		£0.00	£0.00
SCAVA (Sea Cadet Victualling Allowance)		£434.00	£314.00
CADET CONTRIBUTIONS		£6,437.00	£4,963.00
OTHER DONATIONS / LEGACIES		£5,524.51	£2,727.73
FUNDRAISING & SPECIAL EVENTS PROCEEDS		###	£17,568.17

**OTHER CHARITABLE ACTIVITIES:**

COMPETITION RECEIPTS		£0.00	£0.00
COURSE FEES		£37.50	£0.00
SUNDRY SALES RECEIPTS		£0.00	£0.00
BANK DEPOSIT INTEREST		£684.41	£610.37
PROPERTY RENTS (includes any occasional)		£3,900.00	£3,000.00
OTHER REVENUE RECEIPTS		£0.00	£0.00

<b>TOTAL REVENUE RECEIPTS</b>	<b>A</b>	<b>###</b>	<b>£29,505.28</b>
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**NON-REVENUE RECEIPTS –**

PROCEEDS FROM SALES OF OTHER FIXED		£0.00	£94.99
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<b>TOTAL NON-REVENUE RECEIPTS</b>	<b>B</b>	<b>£0.00</b>	<b>£94.99</b>
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(\*Attach that Fund's similar Account of Receipts as page AC1A, and so on)

<b>TOTAL RECEIPTS = A + B</b>	<b>C</b>	<b>###</b>	<b>£29,600.27</b>
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**Reconciliation:-**

**NET CHANGE FOR YEAR IN CASH/BANK BALANCE:-**

- REVENUE ITEMS (= A – D from page AC2)	<b>G</b>	£9,365.95	£29,505.28
- NON-REVENUE ITEMS (= B – E from page AC2)	<b>H</b>	<b>-£143.92</b>	£94.99
- COMBINED (=G+H)		£9,222.03	£29,600.27
<b>CASH/BANK BALANCE FROM LAST YEAR-END</b>		<b>###</b>	<b>£0.00</b>
<b>CASH/BANK BALANCE AT THIS YEAR-END</b>	<b>2025</b>	<b>###</b>	<b>###</b>

**THE SEA CADETS**

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

**RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2025**

Form  
SCC A3 (R&P)  
Apr-19

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<b>Unit Name:</b> T.S Guardian	<b>Charity No:</b> 304314
--------------------------------	---------------------------

<b>Fund-name/purpose</b> (if not held for the Unit's general purposes):-	<b>THIS YEAR</b>	<b>LAST YEAR</b>
	<b>£</b>	<b>£</b>

Notes

**REVENUE PAYMENTS –**

**DIRECT CHARITABLE ACTIVITY COSTS:**

FUNDRAISING & SPECIAL EVENTS COSTS	£275.00	£542.98
COMPETITION COSTS	£0.00	£0.00
FUEL & TRAVEL COSTS	£0.00	£100.00
CATERING COSTS	£2,297.72	£1,858.43
TRAINING COURSES COSTS	£37.50	£848.00
ARTICLES PURCHASED FOR RESALE	£965.68	£2,080.45

**OVERHEAD COSTS FOR:**

RENT / COUNCIL TAX	£2,261.00	£145.89
HEAT, LIGHT & WATER	£6,628.00	£6,599.92
TELEPHONE & BROADBAND	£774.81	£709.68
OFFICE SUPPLIES, POSTAGE & PRINTING	£203.38	£401.27

**MAINTENANCE COSTS FOR:**

BUILDINGS & ESTATE	£5,563.80	£3,236.23
BOATS	£8,366.51	£547.38
VEHICLES	£57.01	£0.00
OTHER MISC EQUIPMENT	£1,136.80	£1,260.33
INSURANCE COSTS	£1,891.00	£1,793.70
BANK INTEREST & CHARGES	£90.00	£116.90

**CHARITY GOVERNANCE COSTS:**

FOR ACCOUNTS/AUDIT OR INDEPENDENT EXAMINATION	£221.40	£0.00
FOR OTHER PROFESSIONAL FEES	£331.58	£100.00
FOR LEGAL ADVICE (for constitution or trustees)	£20.00	£0.00
OTHER REVENUE COSTS	£250.00	£50.00

**TOTAL REVENUE PAYMENTS**

**D**

**### £20,391.16**

**NON-REVENUE PAYMENTS –**

ASSETS	£143.92	£86.97
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**TOTAL NON-REVENUE PAYMENTS**  
**TOTAL PAYMENTS (=D+E)**

**E**

**£143.92 £86.97**

**F**

**### £20,478.13**

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

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**Unit Name:** T.S Guardian

**Charity No:** 304314

**In E&W: STATEMENT OF ASSETS &**

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

**ASSETS:**

Name of Fund	THIS YEAR £	LAST YEAR £
CASH/BANK BALANCE(S) AT YEAR-END (from page AC1)	£42,989.04	£29,600.27
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		
<b>*OTHER FIXED ASSETS:</b>		
- LAND & BUILDINGS		£298,210.00
- BOATS		£22,000.00
- VEHICLES		
- COMPUTERS & OTHER EQUIPMENT		£600.00

\*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)

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

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 together with any amount owing at the year-end (say if

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

.....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 2025**

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Form  
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(R&P)  
Apr-19

<b>Unit Name:</b> T.S Guardian	<b>Charity No:</b> 304314
--------------------------------	---------------------------

Unit address (or address for correspondence):-

House name:	
Street and No:	
Area or Estate:	
Town/City:	
County:	
Post Code:	

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


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


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]*:-

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**Nature and date of the Unit's constitution (governing document):** Governed by **Sea Cadet Standard**

**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:-**

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**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 2025

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Unit Name: T.S Guardian

Charity No: 304314

Reserves Policy

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

[Delete this section if not applicable]

The Unit holds [ ] in designated funds representing fixed assets needed for future activities and [ ] for future projects to be carried out in [ ] 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: [ ]

[ ] Unit Treasurer

[ ] Unit Chairman

[ ] Independent Examiner

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



# AC1

		HQ-GRANTS:											OTHER CHARITABLE ACTIVITIES:						NON-REVENUE RECEIPTS –					
		- CAPITATION	- TRAVEL EXPENSE REFUNDS	- ANNUAL FUND/DIRECT GRANT	- SCVA (Sea Cadet Victualling Allowance)	OTHER GRANTS	CADET CONTRIBUTIONS	OTHER DONATIONS	LEGACIES	MOD - BOAT REPAIR GRANT	FUNDRAISING PROCEEDS (not: Special Events as below)	SPECIAL EVENTS PROCEEDS (as charitable activity only)	- COMPETITION RECEIPTS	- COURSE FEES	SUNDRY SALES RECEIPTS	INVESTMENT INCOME RECEIVED	BANK DEPOSIT INTEREST	PROPERTY RENTS (includes any occasional lettings/hirings)	OTHER 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
Donations	Bursaries - restricted			X																				
	Bursaries - unrestricted					X																		
	Cadet						X																	
	P&SA							X																
	Third party - restricted			X																				
	Third party - unrestricted							X																
	Ward Room							X																
Fundraising	Bag packs									X														
	Flag week										X													
	Social events									X														
	Community events										X													
	Other									X														
Generated	Property Rental																X							
	Sale of Assets																				X			
	Sale of Goods													X										
	SCAVA				X																			
Grants	External - restricted			X																				
	External - unrestricted					X																		
	MS-SC Annual Fund			X																				
Training	Competition Fees - external provider											X												
	Competition Fees - internal provider											X												
	Course Fees - external provider												X											
	Course Fees - internal provider												X											
Unearned	Bank Interest															X								
	Investment Income																	X						

**Receipts**

<b>Donations</b>		
Bursaries - restricted		£0.00
Bursaries - unrestricted		£0.00
Cadets Subs		£0.00
P&SA		£0.00
Third party - restricted		£0.00
Third party - unrestricted		£0.00
Ward Room		£0.00
<b>Fundraising</b>		£0.00
<b>Bag Packs</b>	Regatta Parking	£0.00
<b>Flag Week</b>	Henley Festival	£0.00
<b>Social Events</b>	New Orleans	£0.00
	Community events	£0.00
	Other	£0.00
<b>Generated</b>		£0.00
	Property Rental	£0.00
	Sale of Assets	£0.00
	Sale of Goods	£0.00
	SCAVA	£0.00
<b>Grants</b>		£0.00
	External - restricted	£0.00
	External - unrestricted	£0.00
	MS-SC Annual Fund	£0.00
<b>Training</b>		£0.00
	Competition Fees - external provider	£0.00
	Competition Fees - internal provider	£0.00
	Course Fees - external provider	£0.00
	Course Fees - internal provider	£0.00
<b>Unearned</b>		£0.00
	Bank Interest	£0.00
	Investment Receipts	£0.00

**Payments**

<b>Overheads</b>		
	Rent	£0.00
	Rates	£0.00
	Lease Fees	£0.00
	Water Rates	£0.00
	Sewage Rates	£0.00
	Electricity	£0.00
	Gas	£0.00
	Broadband	£0.00
	Telephony	£0.00
	Alarm Monitoring	£0.00
<b>Insurance Building</b>		£0.00
	Insurance	£0.00
	Insurance - boats	£0.00
	Insurance - equipment	£0.00
	Insurance - vehicle	£0.00
	Insurance - roadside assistance	£0.00
	Fire certification	£0.00
	Electrical certification	£0.00
	Gas safety	£0.00
	Lift certification	£0.00
	Other certification	£0.00
<b>Operating</b>		£0.00
	Unit Health, Hygiene & Well-being	£0.00
	Office Equipment <£250.00	£0.00
	Office Stationery & Printing	£0.00
	IT Consumables	£0.00
	Building maintenance	£0.00
	Grounds maintenance	£0.00
	Boat maintenance	£0.00
	Vehicle maintenance	£0.00
	Other maintenance	£0.00
	Goods for resale	£0.00
	PPE & Branded clothing	£0.00
<b>Charitable Activity</b>		£0.00
	Competition Fees - external provider	£0.00
	Competition Fees - internal provider	£0.00
	Course Fees - external provider	£0.00
	Course Fees - internal provider	£0.00
	Fuel	£0.00
	3rd Party travel - air	£0.00
	3rd Party travel - other	£0.00
	3rd Party travel - rail	£0.00
	3rd Party travel - road	£0.00
	Catering	£0.00
	Special Events	£0.00
<b>Fees Charges</b>		£0.00
	Audit/Accountancy fees	£0.00
	Legal fees	£0.00
	Other professional fees	£0.00
	Other revenue costs	£0.00
	Bank charges	£0.00

HENLEY SEA CADETS

Independent examiner's report to the trustees

For the year ended 31<sup>st</sup> March 2025

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I report to the trustees on my examination of the accounts of the Henley Sea Cadets (the Unit) for the year ended 31<sup>st</sup> March 2025.

**Responsibilities and basis of report**

As the charity trustees of the Unit you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Unit accounts carried out under section 145 of the 2022 Act and carrying out under examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

(1) accounting records were not kept in respect of the Unit as required by section 130 of the Act; or

(2) the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Date: 13/6/25



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