

Minutes of Reigate Unit Annual General Meeting
Held at T.S. Arc Royal on Tuesday 11th October 2021

Present: Andrea Frost (Chair), Lt (SCC) Peter Bishop (CO), Angie Ballantyne (PSA Chair), James Baird.

Additional attendee list as attached as Appendix C.

1. Apologies for absence. David Cooper (Vice Chair), Peter Salisbury (Trustee)

2. Opening address by Chairman.

Everyone was welcomed to the 2022 AGM.

3. Minutes of last AGM. Proposed by Peter Bishop, seconded by Andrew Lewis, no questions were raised.

4. Matters arising. There were no matters arising.

5. Chairman's Report:

Thank you all for joining us for this AGM and we promise to get through the required elements as quickly as possible and get onto the presentations, which we are all looking forward to.

As always, my first thanks go to Peter and his team of uniformed staff for all the work they do both directly and indirectly with the cadets.

Whilst we are back to normal parading, the pandemic has had an ongoing effect on our usual fundraising activities. We are now able to hold fundraising functions such as the Halloween Party and we hope to see many of you there, Angie will give more information on that in her PSA report. One of our staple events was a week of door to door collections around the local area. Due to the change in attitudes toward cash and the costs involved with purchasing multiple tap machines, we have decided not to continue this type of collection. As such we are looking for other fundraising activities to help fill the gap.

On an estates footing, our rental properties have remained occupied for the most part allowing us to accrue enough funds to begin the Boatshed replacement project. You may have noticed that the Boatshed has finally been demolished and the asbestos roof was safely removed from site. It is our intention to replace the building with two containers and a spanning canopy with rear and front panels to give both secure storage within the containers and a sheltered work area for boat repairs and maintenance. Timescales for this are flexible and will be based on available funds and possible grants.

The biggest problem we faced this year was the loss of our friend and Treasurer Andy Kerr. As an ex Reigate Sea Cadet his understanding of the unit from both sides was invaluable and his commitment to the Unit is sorely missed. Following many telephone calls and form filling we are now back in a position of being able to access all the various bank, utility, council and other ad-hoc online accounts. We are fortunate to have been contacted by James Baird who is willing to join us as a Trustee and use his accounting skills to take on

the role of Treasurer. I would like to thank him for preparing our accounts for the period 2021-2022 and for having them audited on our behalf.

As always, we are looking to recruit new Trustees to increase our committee numbers. Our role as Trustee is to provide a safe, maintained, and serviced unit and to do this we need to raise funds for the general running of the unit. We also need to raise funds specific projects such as building improvements or boat purchases and repairs. We are also responsible for ensuring that we comply with both the requirements of the Charities Commission and MSSC. If you may be interested in joining our Unit Management Team as a Trustee, please speak to any of our team and we will answer any and all questions.

Finally, I would like to thank my fellow Trustees for their work this year and for agreeing to re-stand for election.

6. PSA Chair Report.

Angie Ballantyne introduced herself and explained that, due to the Covid pandemic, we hadn't been able to fund raise for the unit. Events wise a wake had been held for our friend and colleague Andy Kerr and we were holding a Halloween Party on the 30th Oct (tickets available) and Remembrance Parade on the 13th Nov. Angie thanked Eleanor Palmer and the cadet parents for their help with stand easy and asked if any other parents could spare Any time to help with stand easy or up coming events at the unit.

7. Commanding Officer's Report:

Staffing: I would like to add my thanks to those of our chairperson to the dedicated team of staff we have who enable us to deliver the training and activities that the cadets enjoy. In particular this year has seen no less than 4 cadets become staff members at Reigate and one at another unit. It is really nice to see them make the transition from cadets to staff.

Competitions: are slowly returning to normal following the pandemic. The enforced break has interrupted the usual sequence of training, and the benefit of having older, more experienced cadets, with most training having to be started from scratch. – I will speak more of these a bit later on during the presentations.

Boating Activities: We have made full use of our boating venue at Bough Beech this year, delivering numerous hours of training on both Saturdays & Sundays. Awarding over 25 sailing qualifications to the cadets. We have also been able to use our new powerboat to both provide additional safety support, and to deliver powerboat training, with 6 power qualifications being awarded.

Junior Sea Cadets: The Juniors continue to do well under the expert eye of Lt Mitchell ably assisted by PO Plummer and PPO Freehold, with 14 currently on our books.

Overall:

This time last year I was reporting on a total of 35 cadets, and this year we are currently sitting at 45, with the increase sitting at the lower end of the age bracket, which bodes well for the future. Over the coming year we have two cadets who will be aging out (as opposed to 6 last year), and 5 juniors who will become seniors. Although this increase in numbers is encouraging, we could really do with some more, so if you know of anyone you think would enjoy Sea Cadets, please give them a nudge in our direction!

We received two official visits this year, one from Captain Downing RN, Captain Sea Cadets, who was interested in meeting the cadets followed by a Royal Naval Support Visit by the Area Officer Commander Price, where the unit's overall performance is measured, and I am delighted to report that this year we achieved a Burgee Award. This is the highest we can get, and reflects that hard work put in by the staff, and cadets and yourselves, is allowing your cadets to attend numerous the courses and activities we offer.

I believe we have a fantastic group of people, in our UMC/PSA, who do a great job in providing the equipment and facilities that we have, that allows staff the opportunity to deliver the training that enables the cadets to gain their experiences and qualifications. I would therefore like to thank everyone involved with the running of the unit without whom we could not provide the cadets with the opportunities that we do, not forgetting the parents who also give up their time supporting our cadets, by taxiing them to the Unit, for boating, courses & competitions.

8. Treasurer's Report & Adoption of Accounts.

See Appendix A Financial Report 2021-22.

There was a large amount of expenditure in this accounting period. This was due to the closure of Redhill Honda (who had previously provided our unit minibuses) and losing our boating venue at Aqua Sports Merstham. The closure of Redhill Honda, who provided our previous minibuses meant the purchase of a replacement minibus. The change in boating venue meant we had to purchase a new safety boat to comply with the safety regulations and a secure container to house the boat and engine in.

Minibus cost £21,350
Safety boat cost £10,593
Container cost £3,9914

Accounts proposed by Robin McGraw, seconded by Helen Duncan, agreed by all present.
No questions raised.

9. Election of the Unit Management Team (UMT) PSA Report: The Trustees stood down and Lt (SCC) Peter Bishop (Surrey DRO) took control of the meeting as Returning Officer for the election of Trustees.

Andrea Frost, David Cooper, Peter Salisbury and James Baird stood for election. No objections were raised for any of the candidates and as such all were elected. Peter returned control of the meeting back to Andrea Frost.

10. Any Other Business. No items were received or raised.

11/10/22

AGM

TIME	NAME	TIME	NAME
6:50	Sharon Freehold	7:55	D. Booker
6:50	Duncan Freehold	8:00	A. Parsons
6:50	Benedict DUFFY		
6:50	Hannah DUFFY		
6:55	Murray Dixon	8:50	
6:55	Barbara Munnis		
6:55	Inn Park		
6:55	M BLYTH		
6:55	Michelle Blyth		
6:55	Helen Lewis		9pm
	J FITZGERALD		
18:58	J. BAIRD	21:35	
19:00	R. + P. Magraw		21 hrs
19:00	Helen, Rob + Malcolm Dunce		
19:00	Sarah Cutler		
19:03	MALGORZATA CHMURNICKA ZOFIA CHMURNICKA KRZYSZTOF CHMURNICKI		
19:03	David Shaw		
19:05	Dani Campbell		
19:12	ANDY DAVISON		
19:20	FRANK KELLY S. BOOKER		

Management Report

SEA CADET CORPS REI BORO UNIT 281

For the period ended 31 March 2022



TS ARK ROYAL

Prepared by

James Baird

Prepared on

9 October 2022

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Financial Activities

April 2021 - March 2022

	Total
INCOME	
AT01 - Athol House Rent	5,504.64
CA01 - Cadet Subscriptions	2,873.50
DO01 - Donation	17,952.89
GR05 - MSSC	226.26
RE01 - Flat Income	9,000.00
Sales	25.00
V102 - Flat 2 income	6,610.92
VI10 - Rent 12 Victoria Road	6,013.62
Total Income	48,206.83
COST OF SALES	
Cost of sales	-26.51
Total Cost of Sales	-26.51
TOTAL	48,233.34
EXPENDITURES	
AT02 - Letting Fee	711.20
AT05 - Service Charge	1,070.02
BO01 - Boating Expenses	29,370.13
EL01 - Electricity	1,536.00
GA01 - Gas	1,596.08
GE01 - General Administration	458.74
GE05 - MSSC	494.42
IN01 - Insurance	3,447.82
MA01 - Maitenance of unit	8,554.80
MO02 - Motor Expenses Fuel	990.11
MO1 - Motoring Expenses	23,188.25
PP01 - Prizes and Presentation	72.00
PSA01 - PSA Monies	300.00
RA01 - Council Tax	855.11
RA01 - Rates	1,127.33
TE01 - Telephone	491.62
UB01 - Uniform, badges etc	67.00
VI07 & VI15 2 & 12 Victoria road	2,523.16
WA01 - Water	350.65
Total Expenditures	77,204.44
NET OPERATING INCOME	-28,971.10
NET INCOME/(EXPENDITURE)	£ -28,971.10

Balance Sheet

As of March 31, 2022

	Total
FIXED ASSET	
Total Fixed Asset	
CASH AT BANK AND IN HAND	
Treasurers Account (5716)	32,242.12
Total Cash at bank and in hand	32,242.12
NET CURRENT ASSETS	32,242.12
NET CURRENT ASSETS (LIABILITIES)	32,242.12
TOTAL ASSETS LESS CURRENT LIABILITIES	32,242.12
TOTAL NET ASSETS (LIABILITIES)	£32,242.12
CHARITY FUNDS	
Opening Balance Equity	19,906.66
Retained Earnings	41,306.56
Surplus/(Deficit)	-28,971.10
Total Charity funds	£32,242.12

Net Assets Report

Net Assets for Reigate SCC period 1 April 2021 to 31 March 2022

Investments Property

IV01	Investments - Atholl House	£163,447.53
IV03	Investments - Flat 2 Victoria Road	£139,160.40
IV04	Investments - Flat 12 Victoria Road	£146,660.40
	TOTAL	£449,268.33

Current value of Investment Properties (valuation March 2021)

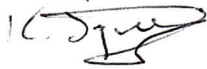


IV01	Investments - Atholl House	£204,000
IV03	Investments - Flat 2 Victoria Road	£191,000
IV04	Investments - Flat 12 Victoria Road	£191,000
	TOTAL	£586,000

Unit Value and other Fixed Assts £29,211

TOTAL FIXED ASSETS **£615,211**

Certificate of Accounts

We have examined the accounts for Reigate Sea Cadets Corp unit 281 for the period of 1st April 2021 to 31st March 2022 as shown on the Management Report, Financial Activities Report, Balance Sheet and Net Assets Sheet. In our opinion these accounts are in accordance with the Unit's books and show a true and fair view of the results for the year, and of the state of affairs as at 31st March 2022.

<i>Title</i>	<i>Signature</i>	<i>Name</i>	<i>Date</i>
Examiner/Auditor		K. Squire FCCA	10 - OCT - 2022
Unit Treasurer		J. Baird	10 - OCT - 2022
Chairperson		A. Frost	10 - OCT 2022