



**SHIRLEY and DISTRICT (UNIT 481) OF THE SEA CADET CORPS**  
**TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**REGISTERED CHARITY NUMBER: 507868**

<b><u>Contents</u></b>	<b><u>Page No</u></b>
<b>Report of the Trustees</b>	<b>3 - 6</b>
<b>Legal and Administrative Information</b>	<b>7</b>
<b>Acknowledgements</b>	<b>8</b>
<b>Report of the Independent Examiner</b>	<b>9</b>
<b>Receipts and Payment Accounts</b>	<b>10</b>
<b>Statement of Assets and Liabilities</b>	<b>11</b>
<b>Notes to the Accounts</b>	<b>12 - 13</b>

## **REPORT OF THE TRUSTEES OF SHIRLEY and DISTRICT (UNIT 481) OF THE SEA CADET CORPS**

The Charity Trustees present their report together with the financial statements of the charity for the year ended 31st March 2022. The financial statements comply with both the Charity's Constitution and the Charities Act 2011.

### **Aim of the Sea Cadet Corps**

The aim of the Sea Cadets Corps is to give young people the best possible head start in life, through nautical adventure and fun, based on the customs and traditions of the Royal Navy. Our aim is to develop young people and support them towards responsible adulthood.

### **Charitable Purpose**

The charitable purpose of the Unit is to promote the development of young people in achieving their physical, intellectual and social potential as individuals and as responsible citizens. This is achieved by the provision of education and leisure time activities using a nautical theme, based on the traditions of the Royal Navy and in accordance with the principles, ethos and practices of the Marine Society & Sea Cadets (MSSC).

In furtherance of the Purpose, the Unit offers young people a structured environment in which to develop; provides access to education and training including sailing, rowing, windsurfing, paddle sports, power boating, seamanship, navigation, marine engineering, cooking, music, first aid, drill, piping, and public services; it provides opportunities for young people to obtain a range of qualifications and a wide range of opportunities for community involvement.

### **Public Benefit**

The trustees continue to give regard to the Charity Commission's general guidance on public benefit 'Charities and Public Benefit' provided by the Unit in relation to the charitable purpose of the Sea Cadets movement as set out in the activities and achievements as outlined in this report.

To achieve its aim the Unit encourages recruitment of young people from all backgrounds and abilities including where possible, and within the realms of Health and Safety, those with disabilities and develops their skills and abilities by:

- Regular structured activities with a nautical theme
- Enabling young people to take part in activities connected with the wider Sea Cadet Corps
- Movement such as waterborne activities, events and competitions at district, area and national levels
- Availability of formal achievements whilst completing courses to earn badges and promotions

## **Organisational Achievements and Performance**

### **Trustees Report**

#### **Chairmans Report**

Shirley unit has had a steady year but has seen progress and improvements in most if not all areas. We have continued to recruit new cadets as well as adult volunteers. Aware of the age of some of our trustees we have managed to recruit some new members. strengthening the skill set along the way.

Our finances remain in good shape thanks to the efforts of our fund raisers, unit supporters and the watchful eye of our treasurer.

The extension to the building has finally started and as of August 22 we have made good progress. Availability of materials and price increases is a concern but between us we are managing the problem well. Local companies and UA's with the right skill sets are proving invaluable towards the delivery of this project.

We have continued to invest in equipment for cadets, mainly rowing machines with an aim to increase the number of mountain bikes and dinghies over the next 12 months. We have also applied for some of the equipment on offer following the Commonwealth Games, fingers crossed for a successful outcome.

Being awarded the Queens Award for Voluntary Services was a fantastic achievement and true reward for all of the hard work that has been put in by so many for so many years.

Shirley Sea Cadets has a very ambitious 12 months ahead of it but I feel we are in a very good place to be able to deliver that for the benefit of the local young people we serve.

#### **Commanding Officers Report**

This has been a challenging year with the return to training after the pandemic but a satisfying year. Our Cadet numbers are gradually rising as we have a steady flow of enquiries to join us. We however do have a young and inexperienced crew at present, but hopefully this will bode well for the future.

We have again engaged with our wider community in volunteer days with RBL, Lions, local church and community services in their charity events. We also have had unit days away from the unit and CTP and enjoyed time as a unit encouraging parents to attend and support us.

The UMC has again supported the staff and cadets this year and their enthusiasm and willingness to help, has not gone unnoticed by all. The unit has also invested time and funds in the start of building the new teaching/accommodation block, hopefully this will be available for use by the end of the year.

We have had a good year boating although this doesn't always reflect in the return for qualifications but does in the quality of boating, we have done. We have been able to make good use of the Midland Boat Station with the Manager there helping us whenever he can. This has also helped with our use of National courses.

It has also been great to see our unit programme for Offshore up and running again with nearly 200% of the required target achieved, with cadets attending a range of vessel's including the Royalist, the Power vessels and small yacht's.

We have again this year been affected by the fact we have had a number of the senior cadets in their exam year and this has affected some of the time they have spent at the unit or keenness to do additional courses, we hope now to see an upturn in their commitment as they have so much to offer our younger cadets.

CVQO has been a poor year for us and has reflected in our score having put in place everything we needed to, having taken 2 steps forward we have taken one step backwards after the covid pandemic. We now have all our eligible cadets registered but we now have a better understanding of what is required in this process.

The Team are disappointed in general with our attendance for District and Area courses this year; with this being out of our and the district/area control due to instructor levels, having taken advantage of these courses in the past, due to course cancellations and the available spaces when the courses have run. We have however still managed to complete 162 training days.

I would like next year to bring in some experienced uniformed staff to complement our young members of staff to give us that blend of experience and enthusiasm. We do have a couple of candidates for this and have just started to put the wheels in motion for this to happen next year.

In all I am really happy with the progress the unit has made and is making after Covid, as we look forward to next year.

### **Reserves Policy**

The trustees continue to review the charity's requirements for reserves in light of the main risk to the organisation, that being a reduction of income. The trustees have established a policy whereby the reserves in total that are not invested in tangible fixed assets held by the Unit, should be up to the equivalent to 6 months overhead costs of the charity.

The level of these reserves has been determined by the need to meet the working capital requirements of the charity and also for the charity to carry out all of its legal obligations.

At the end of March 2022, the total of the charity's reserves stood at £124,153 of which £70,135 was unrestricted and £54,017 restricted.

The financial strategy of the trustees continues to be that of building the reserves which will be achieved by continually reviewing overheads, exploring additional means of income and further fundraising. The trustees will continue to take all necessary actions with regard to the prevailing economic climate.

### **Structure, Governance and Management**

Units of the SCC are formed solely by volunteers in local communities. Each Unit is a self-supporting youth organisation and an independent charity with a central support management and training structure provided primarily by the Marine Society and Sea Cadets (MSSC). The unit becomes a part of the SCC by virtue of its' affiliation to the MSSC, the parent body of the SCC. In accepting this affiliation, the unit undertakes to comply with all regulations issued by, or on behalf of, the MSSC Council.

The Unit was registered as an unincorporated charity on 24<sup>th</sup> August 1978 and is governed by a constitution approved by the Charity Commission of England and Wales. A revised constitution issued by the Marine Society and Sea Cadets was ratified by the Board of Trustees between meetings in December 2017 in order to meet the deadline of 31<sup>st</sup> December 2017.

### **Recruitment and Appointment of the Trustees**

Trustees serve and are re-elected on an annual basis. A minimum of 4 office holders: Chair, Secretary, Treasurer and Commanding Officer. UMT office holders are elected at the first meeting following the Annual General Meeting (AGM). UMT members are elected from the membership of the Sea Cadets Unit which is drawn loosely as being those with an interest in the unit. The constitution lays down specific controls for UMT membership and will be observed for all future recruitment.

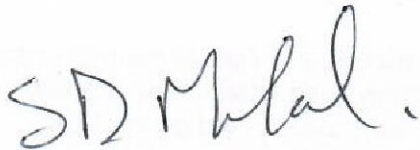
In the event of a vacancy arising during the year (known as a casual vacancy), the trustees have the power to appoint new trustees. A trustee will serve until the date of the next AGM, after which the post will be filled by election.

The trustees are represented by a wide range of individuals drawn from the local community. Trustees have the power to appoint additional trustees to act jointly with them for all purposes. A trustee whose term of office has expired can be appointed for a further term of office.

### **Responsibilities of the Trustees**

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charity (Accounts Reports) Regulations 2008. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees and signed on its behalf on 10<sup>th</sup> October 2022

A handwritten signature in black ink, appearing to read 'SD Marland', with a small flourish at the end.

**Simon Marland, Chair of the Board of Trustees**

## Legal and Administrative Information

### Charity Details:

Charity Name: Shirley & District Unit No. 481 of the Sea Cadets Corps

Charity Status: Unincorporated

Registered Charity No: 507868

Registered Office and Operational Address: 9 Velsheda Road,  
Shirley, Solihull  
West Midlands  
B90 2JL

Telephone Number 0121 733 7115

Email: [shirleyseacadets@btconnect.com](mailto:shirleyseacadets@btconnect.com)

Website [www.sea-cadets.org/shirley](http://www.sea-cadets.org/shirley)

### Trustees:

Chair: Mr Simon Marland

Treasurer: Mr Ian Langston

Secretary: Mrs Anne Hart

Trustees: Mr Neil Merchant  
Mr Alan Patrick  
Mrs Dorothy Patrick  
Mr Kenneth McNally  
Mr Christopher Hughes

**President:** Mr Trevor Beattie

**Holding (Custodian) Trustees:** The Marine Society & Sea Cadets (MSSC)

**Independent Examiners:** Thomas & Young Limited

**Bank:** Lloyds Shirley Branch

## Acknowledgements

Shirley and District Unit 481 of the Sea Cadets Corps would like to publicly acknowledge and thank the following organisations and donors for their financial support during 2021/2022

- Baron Davenports
- CAG
- Edward Cadbury Trust
- GE & MG Golder
- Mr Harry Black
- HCB
- Mrs S Hopkins
- Stechford Masonic Lodge
- Joy Edgington / Pastures New
- R Farmer
- Shirley Lions
- Mr Trevor Beattie
- Mr & Mrs G Evans
- The Grantham Yorke Charity Trust
- Warwickshire Masonic Charitable Association
- The Norton Foundation
- Grimmit Trust
- Sainsburys Vets
- MSSC
- Paul Rigby Ltd
- Paypal Giving Fund
- Solihull MBC

No final report would be complete without acknowledging the efforts and dedicated service of the adult volunteers who make the unit a success. For any Sea Cadet Unit to succeed it is fully reliant on its teams to work together. Our uniformed and civilian instructors, management team and unit assistants all have one common aim, that of delivering the best experience for our young people.

In this modern age, time is a precious commodity and like with all teachers and trainers there is a lot that goes on behind the scenes, outside of parade times and over weekends that is not observed but makes the difference.

Thank you for your commitment and continued support.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
SHIRLEY and DISTRICT (UNIT 481) OF THE SEA CADET CORPS.**

I report on the financial statements of Shirley and District (Unit 481) of the Sea Cadet Corps for the year ended 31<sup>st</sup> March 2022 which are set out on pages 10 to 13.

**Responsibilities and basis of report**

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

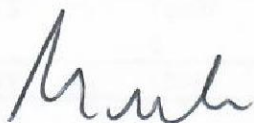
I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**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:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- 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.



Mark McLean FCA

Date: 14<sup>th</sup> October 2022.

*On Behalf of*

Thomas & Young Limited, Chartered Accountants  
Carleton House, 266-268 Stratford Rd, Shirley, B90 3AD

**SHIRLEY & DISTRICT (TS GAMECOCK) NO. 481 OF THE SEA CADET CORPS**  
**Receipts & Payments Account for the period 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022**

	Note	Unrestricted £	Restricted £	2021/2022	2020/21 £
<b><u>RECEIPTS</u></b>					
Donations	1	47655	64550	112205	28883
Fundraising	2	5433	0	5433	0
Charitable Activities	3	6318	4416	10734	7438
Generated Income	4	13676	0	13676	10194
Investments	5	1	0	1	3
Ward Room Receipts	6	2589	0	2589	4090
<b>TOTAL RECEIPTS</b>		<b>75672</b>	<b>68966</b>	<b>144637</b>	<b>50607</b>
<b><u>PAYMENTS</u></b>					
Raising Funds	7	4645	0	4645	0
Charitable Activity	8	6007	9206	15212	3367
Overheads	9	8808	0	8808	8022
Maintenance	10	6934	1550	8484	18619
Other	11	0	0	0	1255
Governance Costs	12	5565	0	5565	480
Ward Room Expenditure	13	11104	7000	18104	5648
<b>TOTAL EXPENDITURE</b>		<b>43063</b>	<b>17756</b>	<b>60818</b>	<b>37391</b>
<b><u>ASSETS &amp; INVESTMENTS</u></b>					
Fixed Assets	14	9331	7120	16451	2156
Investment		0	0	0	0
		<b>9331</b>	<b>7120</b>	<b>16451</b>	<b>2156</b>
<b>TOTAL PAYMENTS</b>		<b>52394</b>	<b>24876</b>	<b>77270</b>	<b>39547</b>
Net incoming resources		23278	44090	67368	11060
Transfer between funds		0	0	0	0
Cash funds from last year		46857	9928	56785	45725
<b>TOTAL CASH FUNDS</b>		<b>70135</b>	<b>54017</b>	<b>124153</b>	<b>56785</b>



**SHIRLEY & DISTRICT (TS GAMECOCK) NO. 481 OF THE SEA CADET CORPS**  
**Notes to the Accounts**

<u>Income</u>	Unrestricted £	Restricted £	2021/2022 £	2020/21 £
<b>1 Donations</b>				
MSSC Annual Fund/Grant	0	8550	8550	0
Other Grants	11667	45000	56667	19669
Other Donations	35988	11000	46988	9214
	<b>47655</b>	<b>64550</b>	<b>112205</b>	<b>28883</b>
<b>2 Fundraising</b>				
Fundraising	734	0	734	0
Special Events	4700	0	4700	0
	<b>5433</b>	<b>0</b>	<b>5433</b>	<b>0</b>
<b>3 Charitable Events</b>				
Cadet Contribution	6318	109	6427	4961
MSSC Refunds	0	1472	1472	2255
Competition Receipts	0	0	0	0
Course Fees	0	2835	2835	222
Sundry	0	0	0	0
Other Revenue Receipts	0	0	0	0
	<b>6318</b>	<b>4416</b>	<b>10734</b>	<b>7438</b>
<b>4 Generated Income</b>				
Sales of Fixed Assets	500	0	500	0
Gift Aid	3121	0	3121	1664
Other Refunds	110	0	110	573
Sales of Sundry Items	0	0	0	20
Contribution for Room Usage	8830	0	8830	7866
Sea Cadet Victualling	1115	0	1115	70
	<b>13676</b>	<b>0</b>	<b>13676</b>	<b>10194</b>
<b>5 Investments</b>				
Bank Deposit Interest	1	0	1	3
	<b>1</b>	<b>0</b>	<b>1</b>	<b>3</b>
<b>6 Ward Room Receipts</b>				
Ward Room Takings	855	0	855	0
Minibus fund from Unit AC	0	0	0	0
Donation for WR Refurb	0	0	0	4000
Other Donations	0	0	0	90
Special Events	1734	0	1734	
	<b>2589</b>	<b>0</b>	<b>2589</b>	<b>4090</b>

**SHIRLEY & DISTRICT (TS GAMECOCK) NO. 481 OF THE SEA CADET CORPS**

**Notes to the Accounts**

<u>Expenditure</u>	Unrestricted	Restricted	2021/2022	2020/21
	£	£	£	£
<b>7 Raising Funds</b>				
Fundraising (Victualling)	4645	0	4645	0
Fundraising (Other)	0	0	0	0
Special Events	0	0	0	0
	<b>4645</b>	<b>0</b>	<b>4645</b>	<b>0</b>
<b>8 Direct Charitable Activities</b>				
Competitions	312	0	312	0
Travel & Fuel	865	0	865	39
Catering	2893	0	2893	529
Training and Courses	273	5159	5432	399
Course & Subs Refunds	0	550	550	1596
Uniform & Badges	632	0	632	208
Other Cadet Activities	0	3497	3497	0
Subscriptions & Memberships	1031	0	1031	596
	<b>6007</b>	<b>9206</b>	<b>15212</b>	<b>3367</b>
<b>9 Overheads</b>				
Council Tax	314	0	314	245
Electricity	4907	0	4907	4076
Phone & Internet	638	0	638	964
Postage, Printing & Stationary	883	0	883	644
Zoom Subscription	72	0	72	144
Insurance	1994	0	1994	1949
	<b>8808</b>	<b>0</b>	<b>8808</b>	<b>8022</b>
<b>10 Maintenance</b>				
Buildings	5838	1550	7388	5012
Heads Refurb	0	0	0	11645
Bikes	295	0	295	0
Boating	311	0	311	46
Vehicles	194	0	194	1122
Computers & Other Equipment	0	0	0	0
H&S	296	0	296	794
	<b>6934</b>	<b>1550</b>	<b>8484</b>	<b>18619</b>
<b>Other</b>				
<b>11 Macmillan Donation</b>	0	0	0	500
Sundry Costs	0	0	0	755
	<b>0</b>	<b>0</b>	<b>0</b>	<b>1255</b>
<b>12 Governance Costs</b>				
Independent Examination	480	0	480	480
Accounts Preparation	0	0	0	0
Legal Costs	0	0	0	0
Licences	5085	0	5085	0
	<b>5565</b>	<b>0</b>	<b>5565</b>	<b>480</b>
<b>13 Ward Room Expenditure</b>				
Stock	2496	0	2496	121
Special Events	848	0	848	100
WR Refurbishment	0	0	0	5246
Licences	180	0	180	180
Minibus fund	7580	7000	14580	0
	<b>11104</b>	<b>7000</b>	<b>18104</b>	<b>5648</b>
<b>14 Assets &amp; Investments</b>				
Equipment (Boating)	0	0	0	0
Rowing Machines	0	1720	1720	0
Equipment (Bikes)	130	0	130	0
Equipment (Camping)	0	0	0	0
Equipment (Computing)	0	0	0	0
Extension Project	4277	5400	9677	0
Secure Shed for Outboard Motor	256	0	256	520
Buildings Car Port	0	0	0	506
Boat Storage Rack	2358	0	2358	0
Other Miscellaneous	2309	0	2309	1131
Investment	0	0	0	0
	<b>9331</b>	<b>7120</b>	<b>16451</b>	<b>2156</b>