Trafford Sea Cadet Corps

Unit Number 425 - Charity No 520003

Annual Statement of Account for the Unit

SECTION C: TRUSTEES' ANNUAL REPORT - For the year ending 07th August 2025

Unit Address:

Trafford Sea Cadets
TS Talisman
Manchester Road
Altrincham
WA14 5PZ

Unit Management Committee members (the 'charity trustees') at year end

Name	UMC Start Date	Role	Current Role Start Date	Charity Commission Aware
Sue Shufflebotham*	28 Sep 2011	Chairperson	22 Oct 2014	Yes
Imelda Arthern		Secretary	1 Feb 2022	Yes
Dionne Bellis*	10 Oct 2020	Treasurer	1 Feb 2022	Yes
Peter Johnson	9 Sep 2010	Unit Chaplain	9 Sep 2010	Ex-officio

** Account Signatories (additonally PO Wiles, Admin Officer)*

Other persons who were charity trustees during the financial year:

Name	Role	Start Date on UMC	Date Left	Charity Commission Aware

Independent Examiner of Accounts: Calum McCluskie

Commanding Officer: Joshua Shufflebotham

Nature and date of the Unit's constitution (governing document):

Governed by Sea Cadet Regulations.

The method(s) adopted for recruiting new trustees, and how trustees are elected or otherwise a whom) in accordance with the Unit's constitution, are as follows:

Unit Management Committee (UMC) members are elected annually at the Annual General Meeting (members are elected from the membership of the Sea Cadet Unit which is drawn loosely as being thc the unit. In the event of a vacancy arising during the year (known as a casual vacancy), the UMC hav appoint a new UMC member. The UMC member appointed will serve until the date of the next AGM will be filled by election.

The Unit's charitable purpose(s) as set out in its constitution is:

To help young people towards responsible adulthood by encouraging valuable personal attributes and conduct, using a nautical theme based on the customs of the Royal Navy.

The Unit's main activities and achievements in the financial year:

• The continued provision of high quality unit level training for Royal Marine Cadets, Sea Cadet and the ongoing encourangement of participation in District, Area and national courses and competitions
•

The Sea Cadet Unit trustees acknowledge with thanks the extra support of the Ministry of Defence b loan of equipment and services of personnel to the Unit during this financial year.

The Trustees acknowedge with thanks the kind donations and grants awarded as follows: None

---

Public Benefit:

The UMC continue to give due regard to the public benefit provided by the Unit in relation to the cha Sea Cadet movement as set out in the activities and achievements as outlined above. The aim is to pr development of young people in achieving their physical, intellectual and social potential as individu citizens in a safe environment. In order to achieve this the Unit takes young people from all backgrou 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 suc activities, events and competitions at district, area and national levels.
• Availability of formal educational achievements whilst taking courses to earn badges and promotio

Contributions are kept low in order to ensure all those who wish to take part in the activities of the U

Reserved, Restricted and Designated Funds

Reserves Policy:

The unit relies heavily on cadet contributions, donations, fundraising activities and successful grant a together form a significantly high proportion of the overall income to the charity; the percentage vari in excess of 70-80% of unit income (excluding restricted income for courses and activities).

An unforeseen and sudden reduction of this income (for example if the unit was required to close for to unforeseen circumstances), would severely jeopardise the unit's ability to pay it's bills and carry o charity.

To safeguard against such an eventuality, the unit maintains unrestricted reserves at a level equating payments; namely utilities and insurance which are paid on monthly schemes and are unlikely to redu

Year-end reserves amounted to £5,211.38, equal to approximately six months on that basis.

Restricted Funds: Grants & Donations:

Where the unit receives a grant or donation for which the purpose has been specified by the donor, th in a restricted fund named to indicate the intended purpose and/or the donor.

Grants & Donations at year-end, for projects yet to be completed, amounted to £0.

Unrestricted Designated Fund: The Galley Fund

This fund was set up to ensure that the provision of drinks and confectionary for sale at stand easy do and eat into the unit's General Funds. All monies raised from such sales is paid into the Galley Fund purchase further items for resale. The amount held at the end of a financial year is determined by the of the amount required to restock the galley for this purpose during the following month, currently se £300. Any excess is removed from the fund and used generally to further the charity's objects.

At year-end, the Galley Fund contained £0

Unrestricted Designated Fund: Uniforms & Badges

Upon joining, the unit receives a uniform upkeep/joining fee from parents/carers. These funds are de
trustees to assist with the purchase of uniform badges and slides, or other uniform related items. Whe
the funds available, the trustees may purchase essential items from general unit funds. The amount h
determined by the number of payments received and the demand for such items, but is usually a fairl
than £200 due to the ongoing demand for such items.

At year-end, this fund contained £0

Unrestricted Designated Fund: Building/Boat Maintenance and Repairs

Due to the potential high costs involved in ongoing maintenance of buildings and boats, and the fact
not be able to carry out it's objects without them, trustees may decide to allocate funds for a foreseen
this as a means of ensuring that these items do not deteriorate beyond repair or to a point where costs
Where such funds have been allocated, the amount will usually be in line with a quotation or estimat
reputable contractor capable of carrying out the work to a standard which meets MSSC/SCC requirer
named to indicate the intended purpose (eg. Viking Repairs, Roof Repairs, Security etc.).

At year-end, this fund contained £00.00

There are no restricted funds in deficit.

The Unit and/or its trustees do not hold any assets for other Sea Cadet Units or charities.

Serious Incidents:

The trustees confirm that no serious incidents or other matters have occurred during this financial ye
have brought to the attention of the Charity Commission and have not done so already.

Date signed as authorised by the Unit's Management Committee: **7 Augu**

Dionne Bellis	Unit Treasurer
Sue Shufflebotham	Unit Chairperson

Note: The statutory audit or independent examination report on the accounts must be attached.

[redacted]

:

HMRC Aware
Yes
Yes
Yes
Ex-officio

HMRC Aware

ppointed (and by

(AGM). UMC
ose with an interest in
e the power to
M, after which the post

d high standards of

Junior Cadets, and
.

y way of grants in aid,

aritable purpose of the
omote the
als and responsible
nds, including where

h as seaborne

ns.

nit may do so.

wards, which
es but will usually be

a period of time due
ut the objects of the

to 6 months revenue
uce in this short term.

ese funds will be held

es not make a loss
which is then used to
trustees best estimate
t at a maximum of

signated by the
ere demand exceeds
eld in this fund is
y small amount of less

that the unit would
purpose related to
are likely to escalate.
e received from a
ments. Funds will be

ar which they should

st 2025

Trafford Sea Cadets - Profit & Loss: 01 Apr 25 - 07 Aug 25

	Debit
Turnover	
Subs	
Course Payment Income	
Stand Easy Income	
Card Transaction	
Other Income	
Interest Received	
Cost of Sales	5,156
Cost of Sales	85
Materials	1,573
Equipment Hire	2,400
Stand Easy Outgoings	1,098
Gross Profit	
Administration Expenses	31,398
Building Maintenance	13,372
Boats	63
Utilities	1,733
Rent	105
Internet & Telephone	364
Stationery	412
Course Food	295
Legal and Professional Fees	4,320
Subscriptions	4
Insurance	1,088
Travel	2,130
Subcontractor Costs	1,228
Staff Training	6,284

Bank (Current & Reserve Account)	
Opening:	43619
Receipts:	25370
Payments:	36554
Closing Balance:	32435

Credit

25,350

7,030
12,364
916
5,040

20

20

20,212

Check 3/31/2025

27222.17 Current 38427.9

5211.38 Reserve 5191.85

32433.55

CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A Independent Examiner's Report

Report to the trustees/ members of: Charity Name: TRAFFORD SEA CADETS

On accounts for the year ended: 07th August 2025 | **Charity no (if any)**: 520003

Set out on pages: (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

** Please delete the words in the brackets if they do not apply.*

Signed: [signature] **Date:** 16/10/2026

Name: CALUM MCCLUCKIE

Relevant professional qualification(s) or body (if any): MAAT. – 10365692

Address: IGNITE ACCOUNTS LTD
OFFICE 1B, 106 RICHARDSON STREET
STOCKPORT SK1 3JL

Section B	Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.