



CHAIRMAN'S REPORT

to
**ACCRINGTON SEA CADETS ANNUAL GENERAL MEETING 14th October 2024
FOR THE YEAR 31st March 2023 to 1st April 2024**

FOREWORD: Despite the Covid pandemic being put to one side now the unit hasn't fully recovered in terms of recruitment, however despite this we continue to work hard at recruiting both cadets, staff, and trustees.

COMMAND: Our Commanding Officer Petty Officer James Smith-Porter continues to run the unit in a more than satisfactory matter despite staffing issues and his own shift working pattern. Appointed roles under that command are under constant review due to people's changing work patterns making training scheduling extremely difficult for him. However with the backing of the team of staff we are able to continue with a good Sea Cadet experience for all of our cadets.

PREMISES: Our unit Headquarters building, which has been an enormous undertaking, is now around 100% complete and feeling much more like home to everyone. There are now further development plans in place for making secure storage space at the rear and energy saving measures to be looked at over the next 12 months requiring planning permissions and financial investment. Much of the future plans require a considerable amount of expenditure and support grants will need to be sought.

UMT MEMBERSHIP As per last year this has continued to be difficult as people, though well intentioned, have joined us and left us again in very quick succession due to having very busy lives in other groups which they were connected to, something which we are going to have to work even harder at in the future

My other major concern as in previous years is that rules from HQ are constantly growing making everyone's 'jobs' much more difficult, with more to comply with in the same number of voluntary hours – there is a limit for what we can be expected to do at all positions and at all levels, but sadly I can only see this continuing to increase year-on-year, much of it I would consider to be a paperwork or Westminster exercises with no other outcome for the unit except that of increased workload to senior volunteers.

To conclude, My sincerest thanks to all staff and UMT members who have been able to support the unit throughout the year, not as difficult as last but the results are now beginning to show a return with the green shoots of recovery albeit very small ones with regards to numbers. The year 23-24 awarded us once again to a Burgee standard unit. We have also applied to The King's Award for Voluntary Service for the unit as a whole organisation and we eagerly await the outcome expected in October 2024 – well done to everyone concerned and long may our success continue.

Personal: After 25 years in uniform with 12 of those years as Commanding Officer, plus a further 25 years as unit Trustee, Chairman, and Treasurer I have reached the point where having recognised the need to stand aside for someone else to take-up the positions above I am standing down on 21st January 2025 and hope to appoint successors in the months ahead. After so many years heading-up our unit's continuation and development it hasn't been an easy decision to reach, but it is right that I do so and remain as a trustee to provide a level of continuity for the next generation behind me.

A handwritten signature in blue ink, appearing to be 'J. Smith-Porter', written in a cursive style.

Lt (SCC) Stephen Hutchinson BEM RNR Ret'd, Unit Chairman

TREASURERS REPORT & NOTES TO ACCOUNTS 2023-2024

1. As expected, we have once again had an expensive year as we complete our refurbishment of our new HQ at Oswaldtwistle. Despite this high expenditure we continue to enjoy a good level of finance by maximising our income and keeping a good control over our spending and I am pleased therefore to report that we closed at 31st March 2024 with £54,636.32. This is an increase of £16,491.90 on the previous year of which £30,000 is in a 12 month investment account.
2. Total income from Grants, fund-raising activities, premises hire, Gift-Aid, and cadet donations have resulted in a total of £69,939, much of which we expect to spend in the year ahead.
3. We started to rent our premises to Oswaldtwistle School in September 2022 for an annual income of £15,000, however in late March 2024 we received notice from them to discontinue due to further classroom space being available to them in their existing premises. This was expected at some point soon but we have appreciated and benefitted from their stay with us despite some difficult times with pupil behaviour. We also now have several other smaller groups hiring the premises and this also contributes to our overall income. We do need however to continue to replace this income with other group users.
4. Our expenditure continues to be relatively high at £53,447 but will settle in the next 12 months but increase gain with our new planned projects.
5. Forecast for next year: As at 4 above our expenditure for development of the storage area at the rear of upto £10k, PV roof panels upto £10k and roof insulation of upto £1.2k we will continue to require a high amount of fundraising throughout 2024 & 25. The only amount which we remain uncertain about is the unit drill-hub which we still have the opportunity to drop out of if it becomes too expensive.
6. The Independent examiner's report on our accounts have now been all but signed off by our qualified accountant Macmahon Leggate and await their final certification.
7. All-in-all another outstanding financial year despite the current financial climate, and my thanks particularly to Barbara Gerken and to all of those involved in fund raising and financial control for which I commend the attached 2023-2024 accounts.



*Lt.(SCC) S.Hutchinson BEM I.Eng MIET MCM I RNR Ret'd
Treasurer*

THE SEA CADETS

ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT

RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2024

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

Unit Name: ACCRINGTON UNIT	Charity No: 521003
-----------------------------------	---------------------------

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

REVENUE RECEIPTS –

Notes	THIS YEAR	LAST YEAR
	£	£
ANNUAL FUND/DIRECT GRANT - (restricted)	£25,582.00	£5,100.00
OTHER GRANTS - (unrestricted)	£11,600.00	£0.00
SCAVA (Sea Cadet Victualling Allowance)	£0.00	£0.00
CADET CONTRIBUTIONS	£5,570.00	£6,968.50
OTHER DONATIONS / LEGACIES	£1,280.00	£689.98
FUNDRAISING & SPECIAL EVENTS PROCEEDS	£6,490.11	£7,766.19

OTHER CHARITABLE ACTIVITIES:

COMPETITION RECEIPTS	£0.00	£20.00
COURSE FEES	£815.00	£739.04
SUNDRY SALES RECEIPTS	£1,498.56	£1,646.38
BANK DEPOSIT INTEREST	£0.00	£0.00
PROPERTY RENTS (includes any occasional)	£15,960.00	£12,665.00
OTHER REVENUE RECEIPTS	£0.00	£0.00

TOTAL REVENUE RECEIPTS	A	£68,795.67	£35,595.09
-------------------------------	----------	-------------------	-------------------

NON-REVENUE RECEIPTS –

PROCEEDS FROM SALES OF OTHER FIXED ASSETS	£1,143.94	£0.00
---	-----------	-------

TOTAL NON-REVENUE RECEIPTS	B	£1,143.94	£0.00
-----------------------------------	----------	------------------	--------------

(*Attach that Fund's similar Account of Receipts as page AC1A, and so on)

TOTAL RECEIPTS = A + B	C	£69,939.61	£35,595.09
-------------------------------	----------	-------------------	-------------------

Reconciliation:-

NET CHANGE FOR YEAR IN CASH/BANK BALANCE:-			
- REVENUE ITEMS (= A – D from page AC2)	G	£16,256.12	£35,595.09
- NON-REVENUE ITEMS (= B – E from page AC2)	H	£278.22	£0.00
- COMBINED (=G+H)		£16,534.34	£35,595.09
CASH/BANK BALANCE FROM LAST YEAR-END		£38,144.42	£38,232.91
CASH/BANK BALANCE AT THIS YEAR-END	2024	£54,678.76	£38,144.42

THE SEA CADETS

ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT

RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2024

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

Unit Name: ACCRINGTON UNIT	Charity No: 521003
-----------------------------------	---------------------------

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

Notes		
-------	--	--

REVENUE PAYMENTS –

DIRECT CHARITABLE ACTIVITY COSTS:

FUNDRAISING & SPECIAL EVENTS COSTS	£7,610.48	£3,201.12
COMPETITION COSTS	£0.00	£60.00
FUEL & TRAVEL COSTS	£26.09	£321.74
CATERING COSTS	£357.43	£324.65
TRAINING COURSES COSTS	£64.40	£459.80
ARTICLES PURCHASED FOR RESALE	£1,756.40	£1,000.85

OVERHEAD COSTS FOR:

RENT / COUNCIL TAX	£0.00	£0.00
HEAT, LIGHT & WATER	£4,830.74	£1,792.31
TELEPHONE & BROADBAND	£785.93	£726.99
OFFICE SUPPLIES, POSTAGE & PRINTING	£5,464.04	£550.12

MAINTENANCE COSTS FOR:

BUILDINGS & ESTATE	£24,197.93	£13,834.29
BOATS	£3,648.14	£799.05
VEHICLES	£0.00	£0.00
OTHER MISC EQUIPMENT	£484.15	£685.40
INSURANCE COSTS	£1,290.72	£1,138.02
BANK INTEREST & CHARGES	£0.00	£0.00

CHARITY GOVERNANCE COSTS:

FOR ACCOUNTS/AUDIT OR INDEPENDENT EXAMINATION	£660.00	£1,200.00
FOR OTHER PROFESSIONAL FEES	£678.05	£1,003.75
FOR LEGAL ADVICE (for constitution or trustees)	£230.00	£0.00
OTHER REVENUE COSTS	£455.05	£100.00
TOTAL REVENUE PAYMENTS	D	£52,539.55

NON-REVENUE PAYMENTS –

ASSETS	£865.72	£397.35
--------	---------	---------

TOTAL NON-REVENUE	E	£865.72	£397.35
TOTAL PAYMENTS (=D+E)	F	£53,405.27	£27,595.44

(*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 2024

(*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

Form
SCC A3 (R&P)
Apr-19

Unit Name: ACCRINGTON UNIT	Charity No: 521003
-----------------------------------	---------------------------

In E&W: STATEMENT OF ASSETS & (English/Welsh Units: <u>No</u> valuations/costs or ASSETS:	Name of Fund <small>if restricted</small>	THIS YEAR £	LAST YEAR £
CASH/BANK BALANCE(S) AT YEAR-END (from page AC1)		£54,678.76	£38,144.42
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			
*OTHER FIXED ASSETS:			
- LAND & BUILDINGS			
- BOATS			
- VEHICLES			
- COMPUTERS & OTHER EQUIPMENT			
*For all these items (including any gifts at estimated value when given) state their total <u>present value</u> 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

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

Signed as authorised by the Unit's Management Committee - Date: 14-10-2024

.....Unit Treasurer

..... Unit Chairman

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

THE SEA CADETS		Form SCC A3 (R&P) Apr-19
ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2024		
<small>(*Units in Scotland: This Statement's form and content and its scrutiny are governed by Regulations – SSI 2006/218)</small>		
Copy to be uploaded onto Westminster and Volunteer & Business Support Manager at Area Office to be notified by 1 November		
Unit Name: ACCRINGTON UNIT	Charity No: 521003	
Unit address (or address for correspondence):-		
House name:		
Street and No:	108 ROSEHILL ROAD	
Area or Estate:	ROSEHILL	
Town/City:	BURNLEY	
County:	LANCS	
Post Code:	BB11 2QX	
Unit Management Committee members (the 'charity trustees') at date of signing Report:-		
Stephen Hutchinson	Claire Beswick	
Barbara Gerken	Nicola Gruber	
Diana Hartley		
Candice Davies		
Rawden Kerr		
Names of any other persons who were charity trustees of the Unit at any time in the financial year:-		
NICOLA GRUBER		
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]:-		
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:-		
<i>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.</i>		
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:-		
Making appropriate changes to our new premises and equipping with our future needs.		
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:		
<ul style="list-style-type: none"> • 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.		
v1	AC4	

THE SEA CADETS

ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT

RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2024

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

Unit Name: ACCRINGTON UNIT

Charity No: 521003

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 £10,000.00 12 months' on that basis.

[Delete this section if not applicable]

The Unit <enter sum> in designated funds representing fixed assets needed for future activities holds and for future projects to be carried out in as currently

[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:

14TH OCTOBER 2024

[Signature] Unit Treasurer

[Signature] Unit Chairman

RICHARD ROBINSON ICAEW FCA 8726541 Independent Examiner

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



Report to the trustees/ members of

Charity Name ACCINGTON & DISTRICT UNIT OF THE SEA CADETS CORPS

On accounts for the year ended

31. March 2024

Charity no (if any)

521003

Set out on pages

AC1 to AC5

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2024

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:

2 Jan 2025

Name:

RICHARD ROBINSON

Relevant professional qualification(s) or body (if any):

ICAEW
FCA Member No: 8726541

Address:

40 MANMATHON LEGGATE CHARTERED ACCOUNTANTS
1st FLOOR KINGSWAY HOUSE, KINGSWAY,
BURNLEY, BB11 1BJ.

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.

