



Trustees' Annual Report for the period						
From	Period start date			To	Period end date	
	1 <sup>st</sup>	April	2022		31 <sup>st</sup>	March

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**Section A Reference and administration details**

**Charity name** Sefton Unit Sea Cadet Corps

**Other names charity is known by** Sefton Sea Cadets

**Registered charity number (if any)** 521143

**Charity's principal address**

3 Field Lane	
Litherland	
Liverpool	
Postcode	L21 9LU

**Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Julia Garner	Chairperson		
2	Wendy Reilly	Treasurer		
3	Norman Woods	Secretary		
4	Lisa Melia	Deputy Chairperson		
5	Edwin Pownall	Commanding Officer		
6				
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9				
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11				
12				

**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity’s trusts**

Type of governing document (eg. trust deed, constitution)	Sea Cadets Standard Constitution 2017
How the charity is constituted (eg. trust, association, company)	Unit Management Trustee Committee
Trustee selection methods (eg. appointed by, elected by)	Elected

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity’s organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees’ consideration of major risks and the system and procedures to manage them.

The Unit Management Team (UMT), elected Trustees and appointed Commanding Officer, are responsible for the management and administration of the Unit and for all its financial, legal, regulatory and charity aspects. In conducting its business, the UMT are required to act in accordance with Sea Cadet regulations of which the constitution forms a part, and which are issued by the Marine Society and Sea Cadets (MSSC) Council, the Law of the Country in which the Unit is established, and to have regard to any guidance issued by the Charities Commission.

Before a new UMT member is elected, it remains conditional until they have completed a UMT Trustee application form, which includes a declaration that they are a fit and proper person to be charity trustee, have provided two references and undergone a Criminal Records check.

**Summary of the objects of the charity set out in its governing document**

The Charitable purpose of the Sea Cadets Unit is to promote the development of young people in the Sefton area 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 and Sea Cadets.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The Purpose of the unit as set out in the constitution is to

- Offer young people a structured environment in which to develop;
- Provide access to education and training including (but not restricted to) sailing, paddle sports, power boating, seamanship, navigation, marine engineering, cooking, music, first aid, drill, piping and public service;
- Provide opportunities for young people to obtain a range of qualifications; and
- Provide opportunities for community involvement

The above is within the realms of the guidance issued by the Charities Commission for Public Benefit, covering both the benefit and public aspects.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

We currently support 63 young people within Sefton Unit ranging from 10-18 years. The Unit is supported by 34 qualified volunteer instructors and trustees.

In 2022/23, the cadets were able to achieve awards in boating assessments including windsurfing, rowing, paddle sports and sailing, with some of the senior cadets achieving Duke of Edinburgh awards and also BTEC qualifications

#### Funding

2022 saw the launch of our 'buy a brick' campaign in line with our 80<sup>th</sup> anniversary. This campaign, through social media, is to enable the trustees and management team to raise funds and to plan towards a new building, which will replace our current worn out training facilities. Firstly, we must secure a 25-year lease with Sefton Council, which will strengthen grant applications.

#### Ongoing work

In December 2022, the main deck and Walker block flooded due to freezing weather conditions and the unit was left without running water or functioning toilet facilities. Sefton Sea cadets had to temporarily relocate to St Philips and St Pauls to parade during this time. Work is ongoing to refurbish both blocks to enable the cadets to move back to the Field Lane site.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

There is no formal policy of unit reserves, however, Trustees have decided to transfer funds into a higher interest business account when the current account is in credit of more than £10,000

Current balance in the reserve account is £20,844

### Details of any funds materially in deficit

N/A

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Sefton Sea Cadets principal source of funding is provided by subscriptions of £2.00 per session by each member throughout the year and grant funding applied to specific projects. The core funding is supplemented by fund raising activities throughout the year in the form of bucket collections and sponsored events.

Funding received during 2022/2023 financial period  
Donations £24,149 (including £10k for external sources and £2.5k from building fund).  
Fundraising £3,208  
Grant funding £9,775

## Section F Other optional information

There is no liability for loans, creditors or any bank overdrafts.

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	<i>Julia Garner</i>	<i>Wendy Reilly</i>
<b>Full name(s)</b>	Julia Garner	Wendy Reilly
<b>Position (eg Secretary, Chair, etc)</b>	Chairperson	Treasurer
<b>Date</b>	30/12/2023	

## Sefton Sea Cadets -Trading Account for financial year April 2022- March 2023

### Opening Balances

Cash	£303.56		
Current Account	£1,332.86		
Savings account	<b>£13,609.28</b>	£15,245.70	

### Income

Donations	£24,149.24		
Fundraising	£3,208.17		
Generated	£3,877.62		
Grants	£9,775.22		
Training	£968.56		
Unearned	£34.83	£42,013.64	

### Expenditure

Overheads	-£13,732.33		
Operating	-£4,610.39		
Grant Purchases	-£138.56		
Charitable Activity	-£3,660.30		
Fees / Charges	-£121.96	-£22,263.54	

### Closing Balance

**£34,995.80**

### Closing balance figures

Cash	£1,478.58		
Current Account	£12,672.95	<b>£14,151.53</b>	
Savings Account		<b>£20,844.27</b>	
<b>Total Cash assets</b>		<b>£34,995.80</b>	<b>£0.00</b>

I have examined the foregoing accounts and statement of balances as of 31/03/2022 with the books and vouchers obtained and all the information and explanations required. In my opinion the statement of balances and accounts are properly drawn up to exhibit the true and correct view of the financial position as shown by the books of the unit.

Auditors signature	Alan Melia
Unit Treasurers signature	Wendy Reilly
Unit Chairpersons signature	Julia Garner

### Business Account

Balance at 1/4/22	<b>£13,609.28</b>	
Interest	£1.03	06/06/2022
Interest	£4.19	05/09/2022
Interest	£7.59	05/12/2022
Transfer from Community Account	£5,000.00	13/01/2023
Build a brick campaign	£1,806.00	03/02/2023
Build a brick campaign	£394.16	21/02/2023
Interest	£22.02	06/03/2023
Balance at 31/3/22	<b>£20,844.27</b>	

On 18 Dec 2023, at 15:31, Alan Melia <alan\_melia@hotmail.com> wrote:

Hi Wendy,

Sorry I have not got this to you earlier, is the following sufficient for you?

In the course of the audit, nothing has come to my attention which suggests in all material respects the expenditure disbursed and income received during the year 1 April 2022 to 31 March 2023 was not used for the objectives and activities of the Charity.

I am happy to recommend these accounts to be presented to the UMT as a true and accurate representation of the financial activities.

Mr Alan Melia

If you need any more just let me know.

Best wishes

Alan