

**THE SEA CADETS**  
**ANNUAL STATEMENT OF ACCOUNT\* FOR THE UNIT**

Form  
SCC A3  
(R&P)  
Apr-2009

**RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2021**

(\*Units in Scotland: This Statement's form and content and its scrutiny are governed by Regulations – SSI 2006/218)

(Also to be forwarded to Area Business & Management Director and as otherwise directed no later than 1 November each year)

**Unit Name:** Morecambe & Heysham **Charity No:** 521253

**Fund-name/purpose** (if not held for the Unit's general purposes):-

	THIS YEAR 2021	LAST YEAR 2020
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	Notes	
<b>REVENUE RECEIPTS –</b>		
<b>HQ-GRANTS:</b>		
- CAPITATION		
- TRAVEL EXPENSE REFUNDS		
- ANNUAL FUND/DIRECT GRANT	200.00	
- SCVA (Sea Cadet Victualling Allowance)		
OTHER GRANTS	25,503.21	
CADET CONTRIBUTIONS	1,025.35	6,665.94
OTHER DONATIONS	319.30	741.90
LEGACIES		
MOD - BOAT REPAIR GRANT	231.56	
FUNDRAISING PROCEEDS (not: Special Events as below)		3,659.82
SPECIAL EVENTS PROCEEDS (as <u>charitable</u> activity only)		
<b>OTHER CHARITABLE ACTIVITIES:</b>		
- COMPETITION RECEIPTS		
- COURSE FEES		
SUNDRY SALES RECEIPTS		
INVESTMENT INCOME RECEIVED		
BANK DEPOSIT INTEREST	3.46	2.70
PROPERTY RENTS (includes any occasional lettings/hirings)		
OTHER REVENUE RECEIPTS		
<b>TOTAL REVENUE RECEIPTS A</b>		<b>27,282.88 11,070.36</b>

<b>NON-REVENUE RECEIPTS –</b>		
INVESTMENT SALES PROCEEDS		
PROCEEDS FROM SALES OF OTHER FIXED ASSETS		
LOANS RECEIVED/RECOVERED (include grants per contra*)		
TRANSFERS FROM ANY OTHER# FUND OF THE UNIT		
ANY OTHER RECEIPTS		
<b>TOTAL NON-REVENUE RECEIPTS B</b>		

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

(\*Note: Loan write-offs are 'receipts' here and 'payments' on page AC2)

**TOTAL RECEIPTS (=A+B) C 27,282.88 11,070.36**

**Reconciliation:-**

<b>NET CHANGE FOR YEAR IN CASH/BANK BALANCE:-</b>			
- REVENUE ITEMS (= A – D from page AC2)	G	17,836.51	-1,686.88
- NON-REVENUE ITEMS (= B – E from page AC2)	H		
- COMBINED (=G+H)		17,836.51	-1,686.88
<b>CASH/BANK BALANCE FROM LAST YEAR-END</b>		<b>8,903.58</b>	<b>10,590.46</b>
<b>CASH/BANK BALANCE AT THIS YEAR-END</b>		<b>26,740.09</b>	<b>8,903.58</b>

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<b>Unit Name:</b> Morecambe & Heysham	<b>Charity No:</b> 521253	
<b>Fund-name/purpose</b> (if not held for the Unit's general purposes):-	<b>THIS YEAR 2021</b>	<b>LAST YEAR 2020</b>
	<b>Notes</b>	
<b>REVENUE PAYMENTS –</b>		
FUNDRAISING COSTS (not: Special Events as below)		
INVESTMENT MANAGEMENT COSTS (if any)		
<b><u>DIRECT CHARITABLE ACTIVITY COSTS:</u></b>		
- SPECIAL EVENTS COSTS		
- COMPETITION COSTS		
- TRAVEL COSTS		134.55
- CATERING COSTS		36.68
- TRAINING COURSES COSTS		
- GRANTS (including any charitable loans written off)		
ARTICLES PURCHASED FOR RESALE		
<b><u>OVERHEAD COSTS FOR:</u></b>		
- RENT / COUNCIL TAX		
- HEAT, LIGHT & WATER	3,061.12	2,844.07
- TELEPHONE	414.12	491.32
- POSTAGE	65.00	16.80
- PRINTING & STATIONERY	237.69	186.73
<b><u>MAINTENANCE COSTS FOR:</u></b>		
- BUILDINGS	339.82	473.68
- BOATS		
- VEHICLES		
- COMPUTERS		
- OTHER EQUIPMENT		
FUEL COSTS		46.30
INSURANCE COSTS	2,608.50	2,493.60
BANK INTEREST & CHARGES		
<b><u>CHARITY GOVERNANCE COSTS:</u></b>		
- FOR AUDIT OR INDEPENDENT EXAMINATION		
- FOR ACCOUNTS PREPARATION		
- FOR LEGAL ADVICE (for constitution or trustees)		
OTHER REVENUE COSTS	2,720.12	6,033.51
<b>TOTAL REVENUE PAYMENTS D</b>	<b>9,446.37</b>	<b>12,757.24</b>
<b><u>NON-REVENUE PAYMENTS –</u></b>		
FOR INVESTMENTS PURCHASED		
FOR OTHER FIXED ASSETS (including any improvements)		
LOANS MADE/REPAID		
TRANSFERS FROM ANY OTHER# FUND OF THE UNIT		
ANY OTHER PAYMENTS		
<b>TOTAL NON-REVENUE PAYMENTS E</b>		
<b>TOTAL PAYMENTS (=D+E) F</b>	<b>9,446.37</b>	<b>12,757.24</b>

(\*Attach that Fund's similar Account of Payments as page AC2A. and so on)

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STATEMENT OF BALANCES & ACCOUNTS NOTES for year ended 31 March 2021

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(Also to be forwarded to Area Business & Management Director and as otherwise directed no later than 1 November each year)

**Unit Name:** Morecambe & Heysham

**Charity No:** 521253

**In England & Wales: STATEMENT OF ASSETS & LIABILITIES**  
(English/Welsh/NI Units: No valuations/costs or accounts notes required)

**ASSETS:**

CASH/BANK BALANCE(S) AT YEAR-END (from page AC1) 26,740.09 8,903.58  
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 any)

**\*OTHER FIXED ASSETS:**

- LAND & BUILDINGS 274,000.00 274,000.00  
- BOATS 7,499.21 9,374.02  
- VEHICLES  
- COMPUTERS  
- OTHER EQUIPMENT 1,909.91 2,387.39

\*For all these items (including any gifts at estimated value when given) state their total present value 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 use

Total number and amount of any grants paid to (i) individuals and (ii) institutions, analysed by type of activity or project

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 relationship) - together with any amount owing at the year-end (say if none)

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 (numbered) page if necessary)

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

12 - 07 - 2021

..... Unit Treasurer

..... Unit Chairman

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

**THE SEA CADETS  
ANNUAL STATEMENT OF ACCOUNT\* FOR THE UNIT**

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**TRUSTEES' ANNUAL REPORT ON ACTIVITIES for year ended 31 March 2021**

Apr-2009

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(Also to be forwarded to Area Business & Management Director and as otherwise directed no later than 1 November each year)

**Unit Name:** Morecambe & Heysham

**Charity No:** 521253

Unit address (or address for correspondence):-

House name:	
Street and No:	32, Kings Drive
Area or Estate:	
Town/City:	Carnforth
County:	Lancs
Post Code:	LA5 9AG

Unit Management Committee members (the 'charity trustees') at date of signing Report:-

Mr J S H Whitfield	
Mr N Baxter	
Mrs E Bell	
Mrs J E Baillie	
Mrs S Wilkinson	

Names of any other persons who were charity trustees of the Unit at any time in the financial year:-


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*]:-

Mrs J E Baillie - Mr N Baxter	
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**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 appointed (and by whom) in accordance with the Unit's constitution, are as follows:-**

*Unit Management Committee (UMC) members are elected annually at the Annual General Meeting (AGM). UMC 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 UMC have the power to appoint a new UMC member. The UMC member appointed will serve until the date of the next AGM, after which the post 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 high standards of conduct, using a nautical theme based on the customs of the Royal Navy.

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

Running a Sea Cadet Unit on 3 or 4 evenings a week with a total Ship's Company of 45-50 cadets including juniors. Also additional training in an outside environment (under canvas and in billets) on a regular basis.

**Public Benefit**

The UMC 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:

- 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.

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Unit Name: Morecambe & Heysham

Charity No: 521253

**Reserves Policy**

The charity trustees' policy aims to maintain unrestricted reserves at a level equating to \_\_\_\_\_ months revenue payments in order to safeguard the Unit's ongoing activities from any unexpected fluctuations in income. Year-end reserves amounted to \_\_\_\_\_ equal to \_\_\_\_\_ months' on that basis.

*[Delete this section if not applicable]*

The Unit holds \_\_\_\_\_ <enter in designated funds representing fixed assets needed for future activities and  
<enter sum> for future projects to be carried out \_\_\_\_\_ <Enter No of Months/Yrs> as currently

*[Delete this section unless the Unit has a Restricted Fund in deficit]*

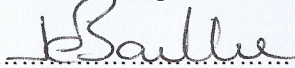
A restricted fund held for the purpose of \_\_\_\_\_ was in deficit to the extent of \_\_\_\_\_ as at the year-end as a result of the following circumstances:

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:

.....  ..... Unit Treasurer

.....  ..... Unit Chairman

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

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
MORECAMBE & HEYSHAM SEA CADET CORPS**

I report on the accounts for the year ended 31<sup>st</sup> March 2021, which are set out on pages AC1 to AC3.

**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 have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 130 of the Act; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of the Act; or
4. that there is further information needed for a proper understanding of the accounts.

**Independent examiner's statement**

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.

*N. M. Slater*

N M Slater F.C.C.A.  
95 King Street  
Lancaster  
Lancashire  
LA1 1RH

3<sup>rd</sup> June 2021