

St Helens Sea Cadets Unit 294

TS Scimitar

Minutes of Annual General Meeting

Held on Wednesday 18<sup>th</sup> September 2024

**Agenda**

1. Apologies for Absence.
2. Opening Address or Comments by the Chairperson
3. Minutes of the last AGM (October 2023) for adoption.
4. Matters arising from those minutes.
5. Units Chairpersons report.
6. CO Report
7. Treasurer's Report and adoption of accounts (2023/24)- Adoption of Signatories for Bank Account, On-line access, and Debit cards.
8. Health and safety.
9. Election/Re-election of President – Letter to be sent to proposed President.
10. Holding Trustees – Letters to be sent to establish up to date contact details and whether they wish to remain as a Trustee.
11. Election/ Re-election of Unit Management Committee (UMC) – (either en bloc or individually. Plus, any new nominations.
12. Any other business
13. Date of next meeting

## **Present**

Paul Turner – CO

James Dillon – Health and Safety officer

Yvonne Chadwick – Chairperson

Terence Burns

Phil Stansbie

William Appleton

Pauline Simpson

Evie Mae-Layland

### **1. Apologies for Absence**

Bryon Whalley, Ron Mahoney and Malgorzata Barrow

### **2. Opening address or comments by Chairperson**

Thank you for all for coming tonight, this should not be too long.

### **3. Minutes of Last AGM (October 2023) for Adoption**

All UMC members present had access to a copy of the previous minutes from 2023 sent on the google chat. The minutes were read and agreed by all members as a true record. Approval of the minutes was proposed by Terry Burns and seconded by Yvonne Chadwick.

### **4. Matters Arising from those minutes**

There have been more changes to the committee with added committee members. Directs Debit membership payments for subs is going well and making a difference in the finances.

Despite not being financially viable, as previously discussed, the Royal Marine Cadets attachment opened this year.

The changing of the door codes as discussed last year has not yet been completed and after a long process Arthur Kelsall has now been removed from the Land registry.

## **5. Chairperson's Report**

This year has seen a lot of changes again, from the change to our Land registry to the addition of the Royal Marine Cadet detachment, it has been a very busy year.

The most notable change is the stability of our finances. Its not easy for us to earn the money that we need to provide for the Cadets, keep the building open and make necessary repairs but we have all worked together to make most of it happen.

The dedication and commitment that the volunteers have shown is amazing and I would like to thank you all, without the opening for Paranormal bookings we just would not be able to stay open.

The UMC have had some new additions to the committee and one of those additions has kindly agreed to take over as Chairperson, Ron Mahoney has been with us less than a year, but his work and knowledge of health and safety and maintenance is a good portion of the role.

One of Ron's successes is the new heating, getting it at a good price was key in us staying open and being better off financially. I think we all can agree that the reason it wasn't done earlier was the lack of knowledge/experience and the cost, so thank you Ron.

I have just not been active enough in this position, and we still need a secretary after malgorzata resigned and so this for me is the perfect solution. Going back to secretary with the addition of possible vice chair just eases some guilt for me but does balance the committee a little.

We have seen changes with how we collect subs, changes for paranormal bookings and how we do business in general, our core values and help for others has not changed nor has the direction we are going which is onwards and upwards. There is a debate as to whether that onwards and upwards will be in this building or not, but regardless of what the future brings I'm sure we will embrace it and make it great.

## **6. CO Report**

Thank you all for attending.

Firstly, Thank you to Yvonne our chairperson for her unwavering commitment this last 12 months.

Last year we sat with 4 UMT and 2 CFAV's around the table and an ambitious plan on both sides of our team, Growing the UMT and developing the uniform side.

Yvonne's work over the last few years whether that be grant applications, charity commission work, liaising with accountants to attending meetings for the RMC.

Thank you for your continued work and look forward to you hopefully having a less busy year in the next 12 months. I'm sure you will support and advise your successor and continue to be a key member of our team.

We've recently received our UR scores which is the second highest in the last 14 years and the highest score for our last 9 years. This is a culmination of the hard work of all the team across all areas yet gives us some clear points of improvement to exceed this years scores and enhance our experience to our young people.

Some of milestones over the last 12 months have been: -

- Opening of new Royal Marine Cadet Detachment. We were the first to open in the Northwest under the DCMS funding and are moving from strength to strength with the opportunities we are providing our cadets with. Significant effort has gone into recruiting and training our new CFAV's as well personal development by the Detachment Commander who has passed the first phase of the Officer programme. Special thanks to the DC, PO Bec Burrows, for her continued work and very excited to see the RMC progress this year.

- Growth Award for 2023. This year our recruitment officer and PR team have worked very hard to increase our numbers which they have done so successfully. Numbers currently sit at 54 Cadets and 26 Adults with no signs of stopping. An upcoming push for all categories, Instructors and Cadets will help push our unit from strength to strength. Special thanks to newly promoted Midshipman (SCC) Will Appleton RNR on his work and congratulations on passing the officer's board.

- Classrooms. Most of the unit hasn't been able to be improved due to finances for some years but due to the work from grants, fundraising events and donations from Lord Derby, we have eventually been able to start improving our training facilities for our cadets as well as the other groups who use our building. Special note to the upper barracks and storage rooms which has now been converted to new entry training. Plans to bring back the Marine Engineering workshop, upgrade the Junior Classrooms and get our overnight licence back are really refreshing, obviously when finances allow.

- We've completed several events and have several planned for the future. Some of note are D Day Tri service event with RAFAC and ACF. Commander Watson and Royal Navy presentation. RMC Opening night, Armed Forces Parade with our largest footprint for years.

- We have several projects in motion from the one already mentioned, progress in becoming an Air Rifle Centre for Merseyside, expansion of paranormal bookings, maintenance and improvement as well as PDP for our instructors.

In my first year as OIC, I can't thank everyone enough, in uniform or not on the work you all do. Inspiring our young people, racializing a safe environment for them to come too and a hub of activity for the community. I really look forward to seeing what we can achieve this year.

**7. Treasurer's Report and Adoption of Accounts for (2023-2024) – Adoption of Signatories for Bank Account, Online access and Debit cards**

| <b>CATEGORIES</b> | <b>Income</b> | <b>Expenditure</b> |
|-------------------|---------------|--------------------|
| BANK CHARGE       | £ -           | £ 78.77            |

|                  |                    |                    |
|------------------|--------------------|--------------------|
| BAR              | £ 3,548.89         | £ 2,659.45         |
| CADET BURSARY    | £ -                | £ 52.44            |
| CADET SUBS       | £ 4,178.99         | £ -                |
| UNKNOWN          | £ -                | £ 146.92           |
| COURSE FEES      | £ 227.00           | £ 474.32           |
| DONATION         | £ 3,281.81         | £ 477.50           |
| ELECTRIC         | £ -                | £ 3,103.40         |
| EQUIPMENT        | £ 192.47           | £ 2,610.05         |
| FUND RASING      | £ 4,084.26         | £ 3,262.54         |
| GAS              | £ -                | £ 2,635.76         |
| GRANTS           | £ 2,000.00         | £ -                |
| INSURANCE        | £ -                | £ 4,469.90         |
| INTERNET         | £ -                | £ 1,008.00         |
| IT               | £ -                | £ 226.38           |
| LEGAL FEES       | £ 100.00           | £ 1,792.00         |
| MAINTENANCE      | £ -                | £ 6,107.79         |
| SUNDRY           | £ 310.28           | £ 1,020.61         |
| NUTTY            | £ 1,073.20         | £ 443.26           |
| PARANORMAL       | £ 8,800.00         | £ -                |
| STATIONARY       | £ -                | £ 326.04           |
| EXPENSES         | £ -                | £ -                |
| UNIT MERCHANDISE | £ 813.40           | £ 1,377.31         |
| UNIFORM          | £ 455.27           | £ 833.16           |
| UNIT HIRE        | £ 3,150.10         | £ 31.09            |
| WASTE MANAGEMENT | £ -                | £ 1,095.60         |
| WATER            | £ -                | £ 2,298.20         |
|                  |                    |                    |
| <b>TOTALS</b>    | <b>£ 32,215.67</b> | <b>£ 36,530.49</b> |

We have received the following donations

|                              |               |
|------------------------------|---------------|
| Lord Derby                   | £750          |
| JUSTGIVING 3098993 ST HELENS | £87.28        |
| TEBB RC TEBB 85714           | £250.00       |
| AMAZON EUROPE CORE           | £5.00         |
| JUSTGIVING 3112865 ST HELENS | £28.83        |
| EASY FUNDRAISING             | £17.16        |
| AMAZON EUROPE CORE           | <b>£18.43</b> |
| CHQ IN AT 407080 – RMA       | £400.00       |
| JUSTGIVING 3213057 ST HELENS | £38.64        |
| JUSTGIVING 3234757 ST HELENS | £87.08        |
| JUSTGIVING 3287126 ST HELENS | £106.31       |
| JUSTGIVING 3302473 ST HELENS | £290.48       |
| JUSTGIVING 3320670 ST HELENS | £4.70         |
| JUSTGIVING 3333000 ST HELENS | £9.61         |

|  |          |
|--|----------|
| Christmas Decoration Donation          | £30.00   |
| L35 Radio Donation                     | £70.00   |
| CHQ IN AT 407080 - Rotary Club Donatid | £500.00  |
| EASY FUNDRAISING                       | £28.99   |
| RMA Donation                           | £41.00   |
| St Thomas                              | £123     |
| David Cross                            | £45      |
| RNA                                    | £ 350.00 |

We have received Grants from the following:

|      |        |
|------|--------|
| DCMS | £2,000 |
|------|--------|

Unit Maintenance Costs include

|  |           |
|--|-----------|
| PAT Testing (Equipment)                                  | £334.80   |
| GAS Service Post Repairs (After Service) / Invoice 47447 | £ 228.00  |
| Emergency Lights Annual Service                          | £ 195.00  |
| Fire Alarm Service                                       | £60.00    |
| Skip for Major Clean of Unit                             | £210.00   |
| Northwest roofing SeaCadets294 Roof                      | £1,500.00 |
| Electrical Work Main Galley                              | £95.00    |
| Roof - John Speakman                                     | £ 438.00  |
| Replacement LED Tubes For Lights                         | £ 97.45   |
| Annual Gas Service                                       | £ 156.00  |

Sundries include:

|  |         |
|--|---------|
| Gr Taylor Sea cadets ref 4195 (Accountant) | £540.00 |
| Stephenson's 561443.1 (Legal Fees)         | £652.00 |

Other Expenses include:

|  |         |
|--|---------|
| St Helens Council Premises Licence             | £180.00 |
| Lt Cdr (SCC) J Johnstone RNR (Bench In Memory) | £50.00  |
| Blinds   | £330.00 |
| Racking Stores                                 | £347.98 |
| Radios   | £156.99 |
| Cadet Photos                                   | £112.37 |
| Furniture (Desks, Cabinet, Booth, Stationary   | £432.00 |
| Football Bibs (Competition)                    | £41.97  |
| PAINT  | £160.00 |
| Day Bags                                       | £299.80 |
| Racking & Ceiling Frame                        | £188.99 |
| RMC Compass                                    | £131.98 |

The Balances on the Accounts as at 31<sup>st</sup> March 2023 are:

|                    |                   |
|--------------------|-------------------|
| Bank Account       | £16,780.34        |
| Savings Account    | £3,124.91         |
| Jack Platt Fund    | ?                 |
| <b>Total Funds</b> | <b>£16,802.98</b> |

Jack Platt Fund includes a compensation payment of £75.00 from HSBC. This was for member of their staff attaching an unknown person from another person's Business Account onto our Online Banking in error and HSBC then having to close our Online Account because of this error. This payment was paid into the wrong account by HSBC and needs to be transferred from the Jack Platt fund into the General Account.

On reflection the unit has continued to overspend with a loss of -£4,314.82 (income vs expenditure) looking ahead with newer members to the UMT, plans to look at new innovative ways of raising income and a robust approval process for spend the expectation for 24/25 looks very promising.

To date (as of August 2024) the net profit for this financial year is £3,835.52 this is testament to the good work already underway with a special mention to Paul & team who has led on some already profitable areas such as Unit Merch, Paranormal Price Review & Cadet Sub's.

Accounts for 2023 - 24 were given to UMC members before the meeting and were approved by all UMC members. UMC members also voted on and agreed the following:

- Signatories to be Yvonne Chadwick and James Dillon.
- Bank Account to have minimum of two signatories to sign.
- Debit Cards for both Yvonne Chadwick, James Dillon and Paul Turner.
- On-line Banking facility – Secretary and Paul Turner to have access to On-line Banking Facility and Bill payments to be set up on the account. Secretary and Paul Turner will have permissions to make payments for services, James Dillon will have read only access to the online banking and Terry Burns will have read only access.

Person's signing agreement on behalf of all members of the Unit Management Committee (UMC) are as follows:

Signed: \_\_\_\_\_ Ron Mahoney (Chairperson)

Signed: \_\_\_\_\_ Sarah Dillon (Treasurer)

Signed: \_\_\_\_\_ Yvonne Chadwick (Secretary)

Signed: \_\_\_\_\_ Paul Turner (Commanding Officer)

## **8. Health & Safety Report**

We implemented a maintenance tracker for any issues that arise. The big blue doors were replaced with UVPC and much better to open and close plus no drafts.

Fire exits on deck have not been fixed and Paul will chase them up for repair.

Rat's traps and cages are out in areas of issue, we will wait and see if we catch anything, the rats have set off the alarm a few times.

Emergency lighting is completed in part with another quote for extra lights.

Floor in wardroom and same area on Burma way is spongy will need looking into.

We need an asbestos survey, Yvonne Chadwick will look into quotes on this matter.

## **9. Election/Re-election of President**

Lord Derby was proposed by the Yvonne Chadwick and seconded by CO.

## **10. Holding Trustees – letters/Emails to be sent to establish up to date contact details and whether they wish to remain as a Trustee**

Anthony Bull and Pauline Simpson have both agreed to stay on as holding Trustees. No other trustee is needed currently.

## **11. Election/Re-election of the Unit Management Committee (UMC) – (either en bloc or individually, plus new nominations)**

Chairperson – Ron Mahoney was proposed by Yvonne Chadwick and seconded by Phil Stansbie.

Treasurer – Sarah Dillon was proposed by Yvonne Chadwick and seconded by Terry Burns.

Secretary/Vice Chair – Yvonne Chadwick was proposed by Paul Turner and seconded by Phil Stansbie, also supported by Ron Mahoney in google chat.

Unit Management Committee Members include- Bryon Whalley and Malgorzata Barrow

## **12. Any Other Business**

The parking situation outside the unit was mentioned, Paul Turner had put in emails to Lowe house requesting us to have access to their carpark for parade nights but have so far been unsuccessful in getting a proper response.

Other enquires for parking permits, access to any other carpark have also been unsuccessful.

We have started taking paranormal bookings for next year.

**13. Date of next meeting**

28<sup>th</sup> October 2024 at 7.30pm

## SET - UP PAGE

Please enter the relevant data into the cells shaded  
**BLUE**

| UNIT NAME      | RECONCILIATION   |   |
|----------------|------------------|---|
| St Helens      | Opening Balances |   |
| CHARITY NUMBER | £21,695.16       | Bank Account                                    |
| 521309         | £3,069.68        | Saving Account                                  |
| YEAR ENDING    | £0.00            | Petty Cash                                      |
| 2024           | £24,764.84       | <b>Total Opening Balance at 1st April 2023</b>  |
|                | Closing Balances |   |
|                | £16,780.34       | Bank Account                                    |
|                | £3,119.77        | Saving Account                                  |
|                | £0.00            | Petty Cash                                      |
|                | £19,900.11       | <b>Total Closing Balance at 31st March 2024</b> |
|                | £25,266.84       | Closing Balance per A3 Report                   |
|                |                  |   |

| <b>THE SEA CADETS</b>   |                          | Form<br>SCC A3 (R&P)<br>Apr-19 |                   |
|---|--------------------------|--------------------------------|-------------------|
| <b>ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT</b>  |                          |                                |                   |
| <b>RECEIPTS &amp; PAYMENTS ACCOUNT for year ended 31 March</b>  |                          |                                |                   |
| (*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 |                          |                                |                   |
| <b>Unit Name:</b> St Helens   |                          | <b>Charity No:</b> 521309      |                   |
| <b>Fund-name/purpose</b> (if not held for the Unit's <u>general</u> purposes):-   |                          | <b>THIS YEAR</b>               | <b>LAST YEAR</b>  |
| Notes   |                          | £                              | £                 |
| <b>REVENUE RECEIPTS –</b>   |                          |                                |                   |
| ANNUAL FUND/DIRECT GRANT  |                          | £0.00                          | £0.00             |
| SCAVA (Sea Cadet Victualling Allowance)   |                          | £0.00                          | £0.00             |
| OTHER GRANTS  |                          | £0.00                          | £0.00             |
| CADET CONTRIBUTIONS   |                          | £4,179.00                      | £2,426.00         |
| OTHER DONATIONS / LEGACIES  |                          | £5,282.00                      | £5,000.00         |
| FUNDRAISING & SPECIAL EVENTS PROCEEDS   |                          | £0.00                          | £0.00             |
| <b>OTHER CHARITABLE ACTIVITIES:</b>   |                          |                                |                   |
| COMPETITION RECEIPTS  |                          | £0.00                          | £0.00             |
| COURSE FEES   |                          | £0.00                          | £0.00             |
| SUNDRY SALES RECEIPTS   |                          | £0.00                          | £0.00             |
| BANK DEPOSIT INTEREST   | Nutty Sales              | £1,073.00                      | £0.00             |
| PROPERTY RENTS (includes any occasional lettings/hirings)   |                          | £0.00                          | £0.00             |
| OTHER REVENUE RECEIPTS  | Pranormal & Other income | £20,852.00                     | £24,569.00        |
| <b>TOTAL REVENUE RECEIPTS</b>   | <b>A</b>                 | <b>£31,386.00</b>              | <b>£31,995.00</b> |
| <b>NON-REVENUE RECEIPTS –</b>   |                          |                                |                   |
| PROCEEDS FROM SALES OF OTHER FIXED ASSETS   |                          | £0.00                          | £0.00             |
| <b>TOTAL NON-REVENUE RECEIPTS</b>   | <b>B</b>                 | <b>£0.00</b>                   | <b>£0.00</b>      |
| (#Attach that Fund's similar Account of Receipts as page AC1A, and so on)   |                          |                                |                   |
| <b>TOTAL RECEIPTS = A + B</b>   | <b>C</b>                 | <b>£31,386.00</b>              | <b>£31,995.00</b> |
| <b>Reconciliation:-</b>   |                          |                                |                   |
| <b>NET CHANGE FOR YEAR IN CASH/BANK BALANCE:-</b>   |                          |                                |                   |
| - REVENUE ITEMS (= A – D from page AC2)   | <b>G</b>                 | £502.00                        | £31,995.00        |
| - NON-REVENUE ITEMS (= B – E from page AC2)   | <b>H</b>                 | £0.00                          | £0.00             |
| - COMBINED (=G+H)   |                          | £502.00                        | £31,995.00        |
| <b>CASH/BANK BALANCE FROM LAST YEAR-END</b>   |                          | £24,764.84                     | £0.00             |
| <b>CASH/BANK BALANCE AT THIS YEAR-END</b>   | <b>2024</b>              | <b>£25,266.84</b>              | £24,764.84        |
| <b>AC1</b>  |                          |                                |                   |

| <b>THE SEA CADETS</b>   |                  | Form<br>SCC A3 (R&P)<br>Apr-19 |                   |
|---|------------------|--------------------------------|-------------------|
| <b>ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT</b>  |                  |                                |                   |
| <b>RECEIPTS &amp; PAYMENTS ACCOUNT for year ended 31 March</b>  |                  |                                |                   |
| (*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 |                  |                                |                   |
| <b>Unit Name:</b> St Helens   |                  | <b>Charity No:</b> 521309      |                   |
| <b>Fund-name/purpose</b> (if not held for the Unit's <u>general</u> purposes):-   | <b>THIS YEAR</b> | <b>LAST YEAR</b>               |                   |
| <b>Notes</b>  | <b>£</b>         | <b>£</b>                       |                   |
| <b>REVENUE PAYMENTS –</b>   |                  |                                |                   |
| <b>DIRECT CHARITABLE ACTIVITY COSTS:</b>  |                  |                                |                   |
| FUNDRAISING & SPECIAL EVENTS COSTS  | £0.00            | £0.00                          |                   |
| COMPETITION COSTS   | £0.00            | £0.00                          |                   |
| FUEL & TRAVEL COSTS   | £0.00            | £0.00                          |                   |
| CATERING COSTS  | £0.00            | £0.00                          |                   |
| TRAINING COURSES COSTS  | £6,006.00        | £2,442.00                      |                   |
| ARTICLES PURCHASED FOR RESALE   | £0.00            | £0.00                          |                   |
| <b>OVERHEAD COSTS FOR:</b>  |                  |                                |                   |
| RENT / COUNCIL TAX  | £0.00            | £0.00                          |                   |
| HEAT, LIGHT & WATER   | £8,037.00        | £6,837.00                      |                   |
| TELEPHONE & BROADBAND   | £1,008.00        | £1,288.00                      |                   |
| OFFICE SUPPLIES, POSTAGE & PRINTING   | £0.00            | £0.00                          |                   |
| <b>MAINTENANCE COSTS FOR:</b>   |                  |                                |                   |
| BUILDINGS & ESTATE  | £6,108.00        | £19,915.00                     |                   |
| BOATS   | £0.00            | £0.00                          |                   |
| VEHICLES  | £0.00            | £0.00                          |                   |
| OTHER MISC EQUIPMENT  | £0.00            | £0.00                          |                   |
| INSURANCE COSTS   | £4,470.00        | £3,683.00                      |                   |
| BANK INTEREST & CHARGES   | £79.00           | £93.00                         |                   |
| <b>CHARITY GOVERNANCE COSTS:</b>  |                  |                                |                   |
| FOR ACCOUNTS/AUDIT OR INDEPENDENT EXAMINATION   | £480.00          | £600.00                        |                   |
| FOR OTHER PROFESSIONAL FEES   | £0.00            | £0.00                          |                   |
| FOR LEGAL ADVICE (for constitution or trustees)   | £1,152.00        | £0.00                          |                   |
| OTHER REVENUE COSTS   | £3,544.00        | £5,065.00                      |                   |
| <b>TOTAL REVENUE PAYMENTS</b>   | <b>D</b>         | <b>£30,884.00</b>              | <b>£39,923.00</b> |
| <b>NON-REVENUE PAYMENTS –</b>   |                  |                                |                   |
| ASSETS  |                  |                                |                   |
| <b>TOTAL NON-REVENUE PAYMENTS</b>   | <b>E</b>         | <b>£0.00</b>                   | <b>£0.00</b>      |
| <b>TOTAL PAYMENTS (=D+E)</b>  | <b>F</b>         | <b>£30,884.00</b>              | <b>£39,923.00</b> |
| (#Attach that Fund's similar Account of Payments as page AC2A, and so on)   |                  |                                |                   |
| <b>AC2</b>  |                  |                                |                   |

**THE SEA CADETS**  
**ANNUAL STATEMENT OF ACCOUNT\* FOR THE UNIT**  
**RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March**

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:** St Helens

**Charity No:** 521309

| In E&W: STATEMENT OF ASSETS & LIABILITIES<br>(English/Welsh Units: <u>No</u> valuations/costs or accounts notes required)            | Name of Fund<br>if restricted | THIS YEAR<br>£ | LAST YEAR<br>£ |
|--|-------------------------------|----------------|----------------|
| <b>ASSETS:</b>   |                               |                |                |
| CASH/BANK BALANCE(S) AT YEAR-END (from page AC1)   |                               | £25,266.84     | £24,764.84     |
| BANK DEPOSITS (if any) not included above  |                               | £0.00          | £0.00          |
| LOANS RECOVERABLE  |                               | £0.00          | £0.00          |
| OTHER DEBTS (total recoverable – exclude any “accruals”)   |                               | £0.00          | £0.00          |
| *STOCKS OF ITEMS FOR RESALE (total cost)   |                               | £4,937.00      | £404.00        |
| INVESTMENTS (present value of securities &c)   |                               | £0.00          | £0.00          |
| INVESTMENTS (ditto – belonging to a Restricted Fund, if any)   |                               | £0.00          | £0.00          |
| <b>*OTHER FIXED ASSETS:</b>  |                               |                |                |
| - LAND & BUILDINGS   |                               | £70,000.00     | £70,000.00     |
| - BOATS  |                               | £6,960.00      | £6,960.00      |
| - VEHICLES   |                               | £0.00          | £0.00          |
| - COMPUTERS & OTHER EQUIPMENT  |                               | £10,734.00     | £10,734.00     |
| *For all these items (including any gifts at estimated value when given) state their total present value here if lower than as above |                               |                |                |
| <b>LIABILITIES</b>   |                               |                |                |
| LOANS REPAYABLE  |                               | £0.00          | £0.00          |
| OTHER CREDITORS (total payable – exclude any “accruals”)   |                               | £715.00        | £775.00        |
| 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

(\*Show details on an extra attached (numbered) page if necessary)

|                                  | [Amounts] | Particulars   |
|----------------------------------|-----------|---------------|
| Give page no(s) – or say if none |           |               |
|                                  | [ ——— ]   |               |
| (or say if none)                 | [ ——— ]   | Authority:    |
| (or say if none)                 | [ ——— ]   | For how many: |
|                                  | [ ——— ]   | Nature:       |
|                                  | [ ——— ]   |               |
| Give page no(s) – or say if none |           |               |

Sarah Dillon

Unit Treasurer

Yvonne Chadwick

Unit Chairman

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



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

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

|                             |                           |
|-----------------------------|---------------------------|
| <b>Unit Name:</b> St Helens | <b>Charity No:</b> 521309 |
|-----------------------------|---------------------------|

Unit address (or address for correspondence):-

|                |                      |
|----------------|----------------------|
| House name:    | Mill Street Barracks |
| Street and No: | Mill Street          |
| Area or Estate |                      |
| Town/City:     | St Helens            |
| County         | Merseyside           |
| Post Code:     | WA10 2BB             |

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

|                   |             |  |
|-------------------|-------------|--|
| Yvonne Chadwick   | Paul Turner |  |
| Sarah Dillon      |             |  |
| Terence Burns     |             |  |
| Ronald Mahoney    |             |  |
| Malgorzata Barrow |             |  |
| David Pennington  |             |  |

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

|                 |  |  |
|-----------------|--|--|
| Paul Wainwright |  |  |
| Catherine Riley |  |  |
|                 |  |  |
|                 |  |  |

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]*:-

|                |                 |              |
|----------------|-----------------|--------------|
| Arthur Kelsall | Pauline Simpson | Anthony Bull |
|----------------|-----------------|--------------|

**Nature and date of the Unit's constitution (governing document):-** Governed by **Sea Cadet Standard Constitution**

**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 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.*

**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:-**

See attached report

**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:

- 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.

**THE SEA CADETS**  
**ANNUAL STATEMENT OF ACCOUNT\* FOR THE UNIT**  
**RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March**

Form  
 SCC A3 (R&P)  
 Apr-19

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Copy to be uploaded onto Westminster and Volunteer & Business Support Manager at Area Office to be notified by 1 November

**Unit Name:** St Helens

**Charity No:** 521309

**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  months' on that basis.

*[Delete this section if not applicable]*

The Unit holds  in designated funds representing fixed assets needed for future activities and  for future projects to be carried out in  as currently planned/expected

*[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 Team:

Unit Treasurer

Unit Chairman

Independent Examiner

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

Unaudited Financial Statements for the Year Ended 31 March 2024

for

St Helens Sea Cadets

Contents of the Financial Statements  
for the Year Ended 31 March 2024

|   | Page |
|---|------|
| General Information                                 | 1    |
| Accountants' Report and Client Approval Certificate | 2    |
| Trading and Profit and Loss Account                 | 3    |
| Balance Sheet                                       | 4    |
| Reserves Schedule                                   | 5    |
| Tangible Fixed Assets Schedule                      | 6    |

St Helens Sea Cadets

General Information  
for the Year Ended 31 March 2024

**PROPRIETOR:** St Helens Sea Cadets

**ADDRESS:** Mill Street  
ST HELENS  
Merseyside  
WA10 2BD

**ACCOUNTANTS:** GR Taylor & Co Accountants  
54-56 Ormskirk Street  
ST HELENS  
Merseyside  
WA10 2TF

Financial Statements

for the Year Ended 31 March 2024

Accountants' Report to

St Helens Sea Cadets

In accordance with instructions given to us we have prepared without carrying out an audit the annexed financial statements from the accounting records of St Helens Sea Cadets and from information and explanations supplied to us.

GR Taylor & Co


GR Taylor & Co Accountants  
54-56 Ormskirk Street  
ST HELENS  
Merseyside  
WA10 2TF

G R TAYLOR & CO ACCOUNTANTS  
54-56 ORMSKIRK STREET  
ST HELENS  
MERSEYSIDE WA10 2TF  
TEL:- 01744 613027  
FAX:- 01744 616921  
EMAIL:- INFO@GRTGLOBAL.COM

Date: 21st June 2024

Client Approval Certificate

I approve the financial statements and confirm that I have made available all relevant records and information for their preparation.

  
.....  
St Helens Sea Cadets

Date: 10/10/2024.....

St Helens Sea Cadets

Trading and Profit and Loss Account  
for the Year Ended 31 March 2024

|                            | 31.3.24           |                       | 31.3.23           |                       |
|----------------------------|-------------------|-----------------------|-------------------|-----------------------|
|                            | £                 | £                     | £                 | £                     |
| <b>Income</b>              |                   |                       |                   |                       |
| Donations                  | 5,282             |                       | 5,000             |                       |
| Subscriptions              | 4,179             |                       | 2,426             |                       |
| Other income               | 8,902             |                       | 15,669            |                       |
| Ghost hunt and room rental | 11,950            |                       | 8,900             |                       |
| Nutty sales                | 1,073             |                       | -                 |                       |
|                            | <u>          </u> | 31,386                | <u>          </u> | 31,995                |
| <b>Cost of sales</b>       |                   |                       |                   |                       |
| Opening stock              | 180               |                       | 180               |                       |
| Unit merchandise           | 1,377             |                       | -                 |                       |
| Bar purchases              | 2,659             |                       | 218               |                       |
| Nutty purchases            | 443               |                       | -                 |                       |
| Cadet bursary              | 52                |                       | -                 |                       |
| IT purchases               | 226               |                       | 6                 |                       |
|                            | <u>          </u> |                       | <u>          </u> |                       |
| Closing stock              | 4,937             |                       | 404               |                       |
|                            | (180)             |                       | (180)             |                       |
|                            | <u>          </u> | 4,757                 | <u>          </u> | 224                   |
| <b>GROSS PROFIT</b>        |                   | 26,629                |                   | 31,771                |
| <b>Expenditure</b>         |                   |                       |                   |                       |
| Insurance                  | 4,470             |                       | 3,683             |                       |
| Heat, light and water      | 8,037             |                       | 6,837             |                       |
| Buildings maintenance      | 6,108             |                       | 19,915            |                       |
| Cleaning and waste costs   | 1,096             |                       | 1,908             |                       |
| Telephone and alarm        | 1,008             |                       | 1,288             |                       |
| Trips and events           | 6,006             |                       | 2,442             |                       |
| Sundry expenses            | 1,970             |                       | 2,949             |                       |
| Accountancy                | 480               |                       | 600               |                       |
| Subscriptions              | -                 |                       | 180               |                       |
| Legal fees                 | 1,152             |                       | -                 |                       |
| Donations                  | 478               |                       | 28                |                       |
|                            | <u>          </u> | 30,805                | <u>          </u> | 39,830                |
|                            |                   | (4,176)               |                   | (8,059)               |
| <b>Finance costs</b>       |                   |                       |                   |                       |
| Bank charges               |                   | 79                    |                   | 93                    |
| <b>NET LOSS</b>            |                   | <u><u>(4,255)</u></u> |                   | <u><u>(8,152)</u></u> |

St Helens Sea Cadets

Balance Sheet  
31 March 2024

|                            | 31.3.24           |                   | 31.3.23           |                   |
|----------------------------|-------------------|-------------------|-------------------|-------------------|
|                            | £                 | £                 | £                 | £                 |
| <b>FIXED ASSETS</b>        |                   |                   |                   |                   |
| Land and buildings         | 70,000            |                   | 70,000            |                   |
| Boats                      | 6,960             |                   | 6,960             |                   |
| Other equipment            | 10,734            |                   | 10,734            |                   |
|                            | <u>          </u> | 87,694            | <u>          </u> | 87,694            |
| <b>CURRENT ASSETS</b>      |                   |                   |                   |                   |
| Stocks                     | 180               |                   | 180               |                   |
| Cash at bank               | 24,606            |                   | 28,921            |                   |
|                            | <u>          </u> |                   | <u>          </u> |                   |
|                            | 24,786            |                   | 29,101            |                   |
|                            | <u>          </u> |                   | <u>          </u> |                   |
| <b>CURRENT LIABILITIES</b> |                   |                   |                   |                   |
| Trade creditors            | 175               |                   | 175               |                   |
| Accrued expenses           | 540               |                   | 600               |                   |
|                            | <u>          </u> |                   | <u>          </u> |                   |
|                            | 715               |                   | 775               |                   |
|                            | <u>          </u> | 24,071            | <u>          </u> | 28,326            |
|                            |                   | <u>          </u> |                   | <u>          </u> |
| <b>NET ASSETS</b>          |                   | 111,765           |                   | 116,020           |
|                            |                   | <u>          </u> |                   | <u>          </u> |
| <b>FINANCED BY</b>         |                   |                   |                   |                   |
| <b>RESERVES AND FUNDS</b>  |                   |                   |                   |                   |
| Reserves                   |                   | 100,529           |                   | 100,529           |
| <b>CAPITAL ACCOUNT</b>     |                   |                   |                   |                   |
| Brought forward            | 15,491            |                   | 23,643            |                   |
| Less                       |                   |                   |                   |                   |
| Net loss                   | 4,255             |                   | 8,152             |                   |
|                            | <u>          </u> | 11,236            | <u>          </u> | 15,491            |
|                            |                   | <u>          </u> |                   | <u>          </u> |
|                            |                   | 111,765           |                   | 116,020           |
|                            |                   | <u>          </u> |                   | <u>          </u> |

St Helens Sea Cadets

Reserves Schedule

31 March 2024

|                  | Other<br>reserves<br>£ |
|------------------|------------------------|
| At 1 April 2023  | <u>100,529</u>         |
| At 31 March 2024 | <u><u>100,529</u></u>  |

St Helens Sea Cadets

Tangible Fixed Assets Schedule

31 March 2024

|                                      | Land and<br>buildings<br>£ | Boats<br>£   | Other<br>equipment<br>£ | Totals<br>£   |
|--------------------------------------|----------------------------|--------------|-------------------------|---------------|
| <b>COST</b>                          |                            |              |                         |               |
| At 1 April 2023<br>and 31 March 2024 | <u>70,000</u>              | <u>6,960</u> | <u>10,734</u>           | <u>87,694</u> |
| <b>NET BOOK VALUE</b>                |                            |              |                         |               |
| At 31 March 2024                     | <u>70,000</u>              | <u>6,960</u> | <u>10,734</u>           | <u>87,694</u> |
| At 31 March 2023                     | <u>70,000</u>              | <u>6,960</u> | <u>10,734</u>           | <u>87,694</u> |

## SET - UP PAGE

Please enter the relevant data into the cells shaded  
**BLUE**

| UNIT NAME      | RECONCILIATION   |   |
|----------------|------------------|---|
| St Helens      | Opening Balances |   |
| CHARITY NUMBER | £21,695.16       | Bank Account                                    |
| 521309         | £3,069.68        | Saving Account                                  |
| YEAR ENDING    | £0.00            | Petty Cash                                      |
| 2024           | £24,764.84       | <b>Total Opening Balance at 1st April 2023</b>  |
|                | Closing Balances |   |
|                | £16,780.34       | Bank Account                                    |
|                | £3,119.77        | Saving Account                                  |
|                | £0.00            | Petty Cash                                      |
|                | £19,900.11       | <b>Total Closing Balance at 31st March 2024</b> |
|                | £25,266.84       | Closing Balance per A3 Report                   |
|                |                  |   |

| <b>THE SEA CADETS</b>   |                          | Form<br>SCC A3 (R&P)<br>Apr-19 |                   |
|---|--------------------------|--------------------------------|-------------------|
| <b>ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT</b>  |                          |                                |                   |
| <b>RECEIPTS &amp; PAYMENTS ACCOUNT for year ended 31 March</b>  |                          |                                |                   |
| (*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 |                          |                                |                   |
| <b>Unit Name:</b> St Helens   |                          | <b>Charity No:</b> 521309      |                   |
| <b>Fund-name/purpose</b> (if not held for the Unit's <u>general</u> purposes):-   |                          | <b>THIS YEAR</b>               | <b>LAST YEAR</b>  |
|   |                          | <b>£</b>                       | <b>£</b>          |
|   |                          | <b>Notes</b>                   |                   |
| <b>REVENUE RECEIPTS –</b>   |                          |                                |                   |
| ANNUAL FUND/DIRECT GRANT  |                          | £0.00                          | £0.00             |
| SCAVA (Sea Cadet Victualling Allowance)   |                          | £0.00                          | £0.00             |
| OTHER GRANTS  |                          | £0.00                          | £0.00             |
| CADET CONTRIBUTIONS   |                          | £4,179.00                      | £2,426.00         |
| OTHER DONATIONS / LEGACIES  |                          | £5,282.00                      | £5,000.00         |
| FUNDRAISING & SPECIAL EVENTS PROCEEDS   |                          | £0.00                          | £0.00             |
| <b>OTHER CHARITABLE ACTIVITIES:</b>   |                          |                                |                   |
| COMPETITION RECEIPTS  |                          | £0.00                          | £0.00             |
| COURSE FEES   |                          | £0.00                          | £0.00             |
| SUNDRY SALES RECEIPTS   |                          | £0.00                          | £0.00             |
| BANK DEPOSIT INTEREST   | Nutty Sales              | £1,073.00                      | £0.00             |
| PROPERTY RENTS (includes any occasional lettings/hirings)   |                          | £0.00                          | £0.00             |
| OTHER REVENUE RECEIPTS  | Pranormal & Other income | £20,852.00                     | £24,569.00        |
| <b>TOTAL REVENUE RECEIPTS</b>   |                          | <b>A</b>                       | <b>£31,386.00</b> |
| <b>TOTAL REVENUE RECEIPTS</b>   |                          |                                | <b>£31,995.00</b> |
| <b>NON-REVENUE RECEIPTS –</b>   |                          |                                |                   |
| PROCEEDS FROM SALES OF OTHER FIXED ASSETS   |                          | £0.00                          | £0.00             |
| <b>TOTAL NON-REVENUE RECEIPTS</b>   |                          | <b>B</b>                       | <b>£0.00</b>      |
| <b>TOTAL NON-REVENUE RECEIPTS</b>   |                          |                                | <b>£0.00</b>      |
| (#Attach that Fund's similar Account of Receipts as page AC1A, and so on)   |                          |                                |                   |
| <b>TOTAL RECEIPTS = A + B</b>   |                          | <b>C</b>                       | <b>£31,386.00</b> |
| <b>TOTAL RECEIPTS = A + B</b>   |                          |                                | <b>£31,995.00</b> |
| <b>Reconciliation:-</b>   |                          |                                |                   |
| <b>NET CHANGE FOR YEAR IN CASH/BANK BALANCE:-</b>   |                          |                                |                   |
| - REVENUE ITEMS (= A – D from page AC2)   | <b>G</b>                 | £502.00                        | £31,995.00        |
| - NON-REVENUE ITEMS (= B – E from page AC2)   | <b>H</b>                 | £0.00                          | £0.00             |
| - COMBINED (=G+H)   |                          | £502.00                        | £31,995.00        |
| <b>CASH/BANK BALANCE FROM LAST YEAR-END</b>   |                          | £24,764.84                     | £0.00             |
| <b>CASH/BANK BALANCE AT THIS YEAR-END</b>   | <b>2024</b>              | <b>£25,266.84</b>              | £24,764.84        |
| <b>AC1</b>  |                          |                                |                   |

| THE SEA CADETS  |   | Form              |                   |
|---|---|-------------------|-------------------|
| ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT   |   | SCC A3 (R&P)      |                   |
| RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March   |   | 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 |   |                   |                   |
| <b>Unit Name:</b> St Helens   | <b>Charity No:</b> 521309                           |                   |                   |
| <b>Fund-name/purpose</b> (if not held for the Unit's <u>general</u> purposes):-   |   | <b>THIS YEAR</b>  | <b>LAST YEAR</b>  |
|   | <b>Notes</b>  | <b>£</b>          | <b>£</b>          |
| <b>REVENUE PAYMENTS –</b>   |   |                   |                   |
| <b>DIRECT CHARITABLE ACTIVITY COSTS:</b>  |   |                   |                   |
| FUNDRAISING & SPECIAL EVENTS COSTS  |   | £0.00             | £0.00             |
| COMPETITION COSTS   |   | £0.00             | £0.00             |
| FUEL & TRAVEL COSTS   |   | £0.00             | £0.00             |
| CATERING COSTS  |   | £0.00             | £0.00             |
| TRAINING COURSES COSTS  |   | £6,006.00         | £2,442.00         |
| ARTICLES PURCHASED FOR RESALE   |   | £0.00             | £0.00             |
| <b>OVERHEAD COSTS FOR:</b>  |   |                   |                   |
| RENT / COUNCIL TAX  |   | £0.00             | £0.00             |
| HEAT, LIGHT & WATER   |   | £8,037.00         | £6,837.00         |
| TELEPHONE & BROADBAND   |   | £1,008.00         | £1,288.00         |
| OFFICE SUPPLIES, POSTAGE & PRINTING   |   | £0.00             | £0.00             |
| <b>MAINTENANCE COSTS FOR:</b>   |   |                   |                   |
| BUILDINGS & ESTATE  |   | £6,108.00         | £19,915.00        |
| BOATS   |   | £0.00             | £0.00             |
| VEHICLES  |   | £0.00             | £0.00             |
| OTHER MISC EQUIPMENT  |   | £0.00             | £0.00             |
| INSURANCE COSTS   |   | £4,470.00         | £3,683.00         |
| BANK INTEREST & CHARGES   |   | £79.00            | £93.00            |
| <b>CHARITY GOVERNANCE COSTS:</b>  |   |                   |                   |
| FOR ACCOUNTS/AUDIT OR INDEPENDENT EXAMINATION   |   | £480.00           | £600.00           |
| FOR OTHER PROFESSIONAL FEES   |   | £0.00             | £0.00             |
| FOR LEGAL ADVICE (for constitution or trustees)   |   | £1,152.00         | £0.00             |
| OTHER REVENUE COSTS   | Waste Management, Sundry Expenses, Subs & Donations | £3,544.00         | £5,065.00         |
| <b>TOTAL REVENUE PAYMENTS</b>   | <b>D</b>  | <b>£30,884.00</b> | <b>£39,923.00</b> |
| <b>NON-REVENUE PAYMENTS –</b>   |   |                   |                   |
| ASSETS  |   |                   |                   |
| <b>TOTAL NON-REVENUE PAYMENTS</b>   | <b>E</b>  | <b>£0.00</b>      | <b>£0.00</b>      |
| <b>TOTAL PAYMENTS (=D+E)</b>  | <b>F</b>  | <b>£30,884.00</b> | <b>£39,923.00</b> |
| (#Attach that Fund's similar Account of Payments as page AC2A, and so on)   |   |                   |                   |
| <b>AC2</b>  |   |                   |                   |

**THE SEA CADETS**  
**ANNUAL STATEMENT OF ACCOUNT\* FOR THE UNIT**  
**RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March**

Form  
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 Apr-19

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**Unit Name:** St Helens

**Charity No:** 521309

| In E&W: STATEMENT OF ASSETS & LIABILITIES<br>(English/Welsh Units: <u>No</u> valuations/costs or accounts notes required)            | Name of Fund<br>if restricted | THIS YEAR<br>£ | LAST YEAR<br>£ |
|--|-------------------------------|----------------|----------------|
| <b>ASSETS:</b>   |                               |                |                |
| CASH/BANK BALANCE(S) AT YEAR-END (from page AC1)   |                               | £25,266.84     | £24,764.84     |
| BANK DEPOSITS (if any) not included above  |                               | £0.00          | £0.00          |
| LOANS RECOVERABLE  |                               | £0.00          | £0.00          |
| OTHER DEBTS (total recoverable – exclude any “accruals”)   |                               | £0.00          | £0.00          |
| *STOCKS OF ITEMS FOR RESALE (total cost)   |                               | £4,937.00      | £404.00        |
| INVESTMENTS (present value of securities &c)   |                               | £0.00          | £0.00          |
| INVESTMENTS (ditto – belonging to a Restricted Fund, if any)   |                               | £0.00          | £0.00          |
| <b>*OTHER FIXED ASSETS:</b>  |                               |                |                |
| - LAND & BUILDINGS   |                               | £70,000.00     | £70,000.00     |
| - BOATS  |                               | £6,960.00      | £6,960.00      |
| - VEHICLES   |                               | £0.00          | £0.00          |
| - COMPUTERS & OTHER EQUIPMENT  |                               | £10,734.00     | £10,734.00     |
| *For all these items (including any gifts at estimated value when given) state their total present value here if lower than as above |                               |                |                |
| <b>LIABILITIES</b>   |                               |                |                |
| LOANS REPAYABLE  |                               | £0.00          | £0.00          |
| OTHER CREDITORS (total payable – exclude any “accruals”)   |                               | £715.00        | £775.00        |
| 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

(\*Show details on an extra attached (numbered) page if necessary)

|                                  | [Amounts] | Particulars   |
|----------------------------------|-----------|---------------|
| Give page no(s) – or say if none |           |               |
|                                  | [ ——— ]   |               |
| (or say if none)                 | [ ——— ]   | Authority:    |
| (or say if none)                 | [ ——— ]   | For how many: |
|                                  | [ ——— ]   | Nature:       |
|                                  | [ ——— ]   |               |
| Give page no(s) – or say if none |           |               |

Sarah Dillon

Unit Treasurer

Yvonne Chadwick

Unit Chairman

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



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

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

|                             |                           |
|-----------------------------|---------------------------|
| <b>Unit Name:</b> St Helens | <b>Charity No:</b> 521309 |
|-----------------------------|---------------------------|

Unit address (or address for correspondence):-

|                |                      |
|----------------|----------------------|
| House name:    | Mill Street Barracks |
| Street and No: | Mill Street          |
| Area or Estate |                      |
| Town/City:     | St Helens            |
| County         | Merseyside           |
| Post Code:     | WA10 2BB             |

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

|                   |             |  |
|-------------------|-------------|--|
| Yvonne Chadwick   | Paul Turner |  |
| Sarah Dillon      |             |  |
| Terence Burns     |             |  |
| Ronald Mahoney    |             |  |
| Malgorzata Barrow |             |  |
| David Pennington  |             |  |

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

|                 |  |  |
|-----------------|--|--|
| Paul Wainwright |  |  |
| Catherine Riley |  |  |
|                 |  |  |
|                 |  |  |

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]*:-

|                |                 |              |
|----------------|-----------------|--------------|
| Arthur Kelsall | Pauline Simpson | Anthony Bull |
|----------------|-----------------|--------------|

**Nature and date of the Unit's constitution (governing document):-** Governed by **Sea Cadet Standard Constitution**

**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 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.*

**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:-**

See attached report

**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:

- 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.

**THE SEA CADETS**  
**ANNUAL STATEMENT OF ACCOUNT\* FOR THE UNIT**  
**RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March**

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:** St Helens

**Charity No:** 521309

**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  months' on that basis.

*[Delete this section if not applicable]*

The Unit holds  in designated funds representing fixed assets needed for future activities and  for future projects to be carried out in  as currently planned/expected

*[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 Team:

Unit Treasurer

Unit Chairman

Independent Examiner

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

Unaudited Financial Statements for the Year Ended 31 March 2024

for

St Helens Sea Cadets

Contents of the Financial Statements  
for the Year Ended 31 March 2024

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| Accountants' Report and Client Approval Certificate | 2    |
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| Balance Sheet                                       | 4    |
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| Tangible Fixed Assets Schedule                      | 6    |

St Helens Sea Cadets

General Information  
for the Year Ended 31 March 2024

**PROPRIETOR:** St Helens Sea Cadets

**ADDRESS:** Mill Street  
ST HELENS  
Merseyside  
WA10 2BD

**ACCOUNTANTS:** GR Taylor & Co Accountants  
54-56 Ormskirk Street  
ST HELENS  
Merseyside  
WA10 2TF

Financial Statements

for the Year Ended 31 March 2024

Accountants' Report to

St Helens Sea Cadets

In accordance with instructions given to us we have prepared without carrying out an audit the annexed financial statements from the accounting records of St Helens Sea Cadets and from information and explanations supplied to us.

GR Taylor & Co


GR Taylor & Co Accountants  
54-56 Ormskirk Street  
ST HELENS  
Merseyside  
WA10 2TF

G R TAYLOR & CO ACCOUNTANTS  
54-56 ORMSKIRK STREET  
ST HELENS  
MERSEYSIDE WA10 2TF  
TEL:- 01744 613027  
FAX:- 01744 616921  
EMAIL:- INFO@GRTGLOBAL.COM

Date: 21st June 2024

Client Approval Certificate

I approve the financial statements and confirm that I have made available all relevant records and information for their preparation.

  
.....  
St Helens Sea Cadets

Date: 10/10/2024.....

St Helens Sea Cadets

Trading and Profit and Loss Account  
for the Year Ended 31 March 2024

|                            | 31.3.24           |                   | 31.3.23           |                   |
|----------------------------|-------------------|-------------------|-------------------|-------------------|
|                            | £                 | £                 | £                 | £                 |
| <b>Income</b>              |                   |                   |                   |                   |
| Donations                  | 5,282             |                   | 5,000             |                   |
| Subscriptions              | 4,179             |                   | 2,426             |                   |
| Other income               | 8,902             |                   | 15,669            |                   |
| Ghost hunt and room rental | 11,950            |                   | 8,900             |                   |
| Nutty sales                | 1,073             |                   | -                 |                   |
|                            | <u>          </u> | 31,386            | <u>          </u> | 31,995            |
| <b>Cost of sales</b>       |                   |                   |                   |                   |
| Opening stock              | 180               |                   | 180               |                   |
| Unit merchandise           | 1,377             |                   | -                 |                   |
| Bar purchases              | 2,659             |                   | 218               |                   |
| Nutty purchases            | 443               |                   | -                 |                   |
| Cadet bursary              | 52                |                   | -                 |                   |
| IT purchases               | 226               |                   | 6                 |                   |
|                            | <u>          </u> |                   | <u>          </u> |                   |
| Closing stock              | 4,937             |                   | 404               |                   |
|                            | (180)             |                   | (180)             |                   |
|                            | <u>          </u> | 4,757             | <u>          </u> | 224               |
| <b>GROSS PROFIT</b>        |                   | 26,629            |                   | 31,771            |
| <b>Expenditure</b>         |                   |                   |                   |                   |
| Insurance                  | 4,470             |                   | 3,683             |                   |
| Heat, light and water      | 8,037             |                   | 6,837             |                   |
| Buildings maintenance      | 6,108             |                   | 19,915            |                   |
| Cleaning and waste costs   | 1,096             |                   | 1,908             |                   |
| Telephone and alarm        | 1,008             |                   | 1,288             |                   |
| Trips and events           | 6,006             |                   | 2,442             |                   |
| Sundry expenses            | 1,970             |                   | 2,949             |                   |
| Accountancy                | 480               |                   | 600               |                   |
| Subscriptions              | -                 |                   | 180               |                   |
| Legal fees                 | 1,152             |                   | -                 |                   |
| Donations                  | 478               |                   | 28                |                   |
|                            | <u>          </u> | 30,805            | <u>          </u> | 39,830            |
|                            |                   | (4,176)           |                   | (8,059)           |
| <b>Finance costs</b>       |                   |                   |                   |                   |
| Bank charges               |                   | 79                |                   | 93                |
| <b>NET LOSS</b>            |                   | <u>          </u> |                   | <u>          </u> |
|                            |                   | (4,255)           |                   | (8,152)           |

St Helens Sea Cadets

Balance Sheet  
31 March 2024

|                            | 31.3.24           |                | 31.3.23           |                |
|----------------------------|-------------------|----------------|-------------------|----------------|
|                            | £                 | £              | £                 | £              |
| <b>FIXED ASSETS</b>        |                   |                |                   |                |
| Land and buildings         | 70,000            |                | 70,000            |                |
| Boats                      | 6,960             |                | 6,960             |                |
| Other equipment            | 10,734            |                | 10,734            |                |
|                            | <u>          </u> | 87,694         | <u>          </u> | 87,694         |
| <b>CURRENT ASSETS</b>      |                   |                |                   |                |
| Stocks                     | 180               |                | 180               |                |
| Cash at bank               | 24,606            |                | 28,921            |                |
|                            | <u>          </u> |                | <u>          </u> |                |
|                            | 24,786            |                | 29,101            |                |
| <b>CURRENT LIABILITIES</b> |                   |                |                   |                |
| Trade creditors            | 175               |                | 175               |                |
| Accrued expenses           | 540               |                | 600               |                |
|                            | <u>          </u> |                | <u>          </u> |                |
|                            | 715               |                | 775               |                |
|                            | <u>          </u> | 24,071         | <u>          </u> | 28,326         |
| <b>NET ASSETS</b>          |                   | <u>111,765</u> |                   | <u>116,020</u> |
| <b>FINANCED BY</b>         |                   |                |                   |                |
| <b>RESERVES AND FUNDS</b>  |                   |                |                   |                |
| Reserves                   |                   | 100,529        |                   | 100,529        |
| <b>CAPITAL ACCOUNT</b>     |                   |                |                   |                |
| Brought forward            | 15,491            |                | 23,643            |                |
| Less                       |                   |                |                   |                |
| Net loss                   | 4,255             |                | 8,152             |                |
|                            | <u>          </u> | 11,236         | <u>          </u> | 15,491         |
|                            |                   | <u>111,765</u> |                   | <u>116,020</u> |

St Helens Sea Cadets

Reserves Schedule

31 March 2024

|                  | Other<br>reserves<br>£ |
|------------------|------------------------|
| At 1 April 2023  | <u>100,529</u>         |
| At 31 March 2024 | <u><u>100,529</u></u>  |

St Helens Sea Cadets

Tangible Fixed Assets Schedule

31 March 2024

|                                      | Land and<br>buildings<br>£ | Boats<br>£   | Other<br>equipment<br>£ | Totals<br>£   |
|--------------------------------------|----------------------------|--------------|-------------------------|---------------|
| <b>COST</b>                          |                            |              |                         |               |
| At 1 April 2023<br>and 31 March 2024 | <u>70,000</u>              | <u>6,960</u> | <u>10,734</u>           | <u>87,694</u> |
| <b>NET BOOK VALUE</b>                |                            |              |                         |               |
| At 31 March 2024                     | <u>70,000</u>              | <u>6,960</u> | <u>10,734</u>           | <u>87,694</u> |
| At 31 March 2023                     | <u>70,000</u>              | <u>6,960</u> | <u>10,734</u>           | <u>87,694</u> |