

Chairmans report for Newburn AGM 9th September 2025

At the start of the 2024 – 2025 year the UMT in consultation with the Unit Commanding Officer set out the Aims and Objectives that they wished to achieve within the fiscal year. They were:

Finance.

Overheads control. To ensure we are only paying for the energy that is needed to operate the Unit Comfortably.

Building.

Reclad the garage roof and walls to stop the dampness that is prevalent in the stores.

Adjust the gutters to enable cleaning and reduce the amount of vegetation growth.

Cut back the trees that are overhanging the car parking area at the side of the building.

Replace the perimeter wall.

Replace the fire escape door in the wardroom with a steel door to reduce the water ingress and improve the security of the building

Replace the roofing above the office with a rubber system that will last 20 years.

Unit Management Team

Recruit new members of the UMT to replace outgoing treasurer and secretary

Dine out Victor Spong

Cadet experience.

Support the cadets financially to attend offshore voyages by giving assistance in travel costs.

Try to deliver and subsidise cadet experiences that would normally be out of reach.

I am pleased to state that all of the above were achieved and completed.

The Aims and objectives set out for the 2025 – 2026 are listed at the end and well underway.

During the year the training staff have been again phenomenal and on behalf of the UMT I would like to thank them for their total commitment in the delivery of the cadet training and participation in the many events that I am sure will be in the Commanding Officers report.

I would also like to thank all of the funders that so generously continue to support our Unit.

To the UMT thank you for your support – you make the Chairmans role so much easier.

2025 – 2026 Aims and Objectives are

Objective	Information	Outcome
Finance	To install a robust system of controlling cadets' subscriptions/donations. We have some persistent nonpayers which is losing us income.	To find a solution that is easy to manage.
Building	Upper floor in training building. Admin office - fit dado with mains and computer sockets. Refurbish command team room to make another classroom meeting room. Carpet tiles, decorate and fit a screen. Replace wardroom carpet. Garage - to convert to a more useable space to teach Seamanship and also to potentially use as an Air Rifle range.	AS has applied to SJP for £2500 to fund project – rejected as they no longer support uniformed organisations. Command Team room now completed. Contact builder to insulate the garage and renew the flooring with a level concrete. Quote obtained from Kevin £16500.00
UMT	Find a new secretary.	
Transport	Minibus?	
Cadets	To create more experiences for cadets To support the cadets attending offshore courses.	£3000 received from St Nicholas Educational Trust for 3 cadets to attend an offshore voyage with OYT James Cook. Agree a maximum amount to support travel for offshore voyage. Done £150

Wish List

Refurbish upstairs	£2500 estimate
Refurbish garage	£16500.00
Contingency	£3500.00

Minibus £20000.00

Total £42500.00

SET - UP PAGE

Please enter the relevant data into the cells shaded
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UNIT NAME	RECONCILIATION	
Newburn Sea Cadets	Opening Balances	
CHARITY NUMBER	£414.00	Bank Account
522095	£11,246.00	Saving Account
YEAR ENDING	£169.00	Petty Cash
2025	£11,829.00	Total Opening Balance at 1st April 2024
	Closing Balances	
	£4,294.00	Bank Account
	£14,506.00	Saving Account
	£169.00	Petty Cash
	£18,969.00	Total Closing Balance at 31st March 2025
	£18,969.00	Closing Balance per A3 Report
	£0.00	

To the Trustees

7/9/2025

I have examined the
Annual Statements and
Bank records for Newburn
Sea Cadets and find
them in order

Howard

MALCOLM STROWELL FCA

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																		
<small>(*Units in Scotland: This Statement's form and content and its scrutiny are governed by Regulations – SSI 2006/218)</small> Copy to be uploaded onto Westminster and Volunteer & Business Support Manager at Area Office to be notified by 1 November																				
Unit Name: Newburn Sea Cadets	Charity No: 522095																			
Unit address (or address for correspondence):- <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">House name:</td> <td>Mission Hall</td> </tr> <tr> <td>Street and No:</td> <td>High Row</td> </tr> <tr> <td>Area or Estate</td> <td>Lemington</td> </tr> <tr> <td>Town/City:</td> <td>Newcastle Upon Tyne</td> </tr> <tr> <td>County</td> <td>Tyne & Wear</td> </tr> <tr> <td>Post Code:</td> <td>NE15 8SE</td> </tr> </table>			House name:	Mission Hall	Street and No:	High Row	Area or Estate	Lemington	Town/City:	Newcastle Upon Tyne	County	Tyne & Wear	Post Code:	NE15 8SE						
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Town/City:	Newcastle Upon Tyne																			
County	Tyne & Wear																			
Post Code:	NE15 8SE																			
Unit Management Team members (the 'charity trustees') at date of signing Report:- <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>John McGee</td><td></td><td></td></tr> <tr><td>Michael Cowie</td><td></td><td></td></tr> <tr><td>Kenneth Miles</td><td></td><td></td></tr> <tr><td>Kerensa Miller</td><td></td><td></td></tr> <tr><td>Gwyneth Burn</td><td></td><td></td></tr> <tr><td>Alfred Simpson</td><td></td><td></td></tr> </table>			John McGee			Michael Cowie			Kenneth Miles			Kerensa Miller			Gwyneth Burn			Alfred Simpson		
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Names of any other persons who were charity trustees of the Unit at any time in the financial year:- <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </table>																				
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) <i>[not: Scotland]</i>:- <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td> </td><td> </td><td> </td></tr> </table>																				
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:- <i>Unit Management Team (UMT) members are elected annually at the Annual General Meeting (AGM). UMT members are elected from the membership of the Sea Cadet Unit which is drawn loosely as being those with an interest in the unit. In the event of a vacancy arising during the year (known as a casual vacancy), The UMT have the power to appoint a new UMT member. The UMT member appointed will serve until the date of the next AGM, after which the post will be filled by election.</i>																				
The Unit's charitable purpose(s) as set out in its constitution is:- To promote the development of young people in achieving their physical, intellectual and social potential as individuals and as responsible citizens by the provision of education and leisure time activities using a nautical theme and in accordance with the principles, ethos and practices of the Marine Society & Sea Cadets (MSSC).																				
The Unit's main activities and achievements in the financial year were:- As per constitution																				
Public Benefit The UMT continue to give due regard to the public benefit provided by the Unit in relation to the charitable purpose of the Sea Cadet movement as set out in the activities and achievements as outlined above. The aim is to promote the development of young people in achieving their physical, intellectual and social potential as individuals and responsible citizens in a safe environment. In order to achieve this the Unit takes young people from all backgrounds, including where possible those with disabilities and develops their skills and abilities by: <ul style="list-style-type: none"> • Regular and structured activities with a nautical theme. • Allowing young people to take part in activities connected with the wider Sea Cadet movement such as waterborne activities, events and competitions at district, area and national levels. • Availability of formal educational achievements whilst taking courses to earn badges and promotions Contributions are kept low in order to ensure all those who wish to take part in the activities of the Unit may do so.																				

AC4

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: Newburn Sea Cadets

Charity No: 522095

Reserves Policy

The charity trustees' policy aims to maintain unrestricted reserves at a level equating to 12 months revenue payments in order to safeguard the Unit's ongoing activities from any unexpected fluctuations in income. Year-end reserves amounted to 15 months' on that basis.

[Delete this section if not applicable]

The Unit holds £0.00 in designated funds representing fixed assets needed for future activities and £0.00 for future projects to be carried out in 0 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]:-
N/A

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]:-

N/A

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.

AC5

THE SEA CADETS		Form	
ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT		SCC A3 (R&P)	
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Unit Name:	Newburn Sea Cadets	Charity No:	522095
Fund-name/purpose (if not held for the Unit's general purposes):-		THIS YEAR	LAST YEAR
	Notes	£	£
REVENUE RECEIPTS –			
ANNUAL FUND/DIRECT GRANT		£0.00	£0.00
SCAVA (Sea Cadet Victualling Allowance)		£0.00	£0.00
OTHER GRANTS		£51,871.00	£8,086.00
CADET CONTRIBUTIONS		£5,360.00	£7,100.00
OTHER DONATIONS / LEGACIES		£823.00	£498.00
FUNDRAISING & SPECIAL EVENTS PROCEEDS		£2,204.00	£5,097.00
OTHER CHARITABLE ACTIVITIES:			
COMPETITION RECEIPTS		£0.00	£0.00
COURSE FEES		£0.00	£0.00
SUNDRY SALES RECEIPTS		£0.00	£0.00
BANK DEPOSIT INTEREST		£107.00	£57.00
PROPERTY RENTS (includes any occasional)		£0.00	£0.00
OTHER REVENUE RECEIPTS		£0.00	£0.00
TOTAL REVENUE RECEIPTS	A	£60,365.00	£20,838.00
NON-REVENUE RECEIPTS –			
PROCEEDS FROM SALES OF OTHER FIXED ASSETS		£0.00	£0.00
TOTAL NON-REVENUE RECEIPTS	B	£0.00	£0.00
(#Attach that Fund's similar Account of Receipts as page AC1A, and so on)			
TOTAL RECEIPTS = A + B	C	£60,365.00	£20,838.00
Reconciliation:-			
NET CHANGE FOR YEAR IN CASH/BANK BALANCE:-			
- REVENUE ITEMS (= A – D from page AC2)	G	£7,140.00	£20,838.00
- NON-REVENUE ITEMS (= B – E from page AC2)	H	£0.00	£0.00
- COMBINED (=G+H)		£7,140.00	£20,838.00
CASH/BANK BALANCE FROM LAST YEAR-END		£11,829.00	£0.00
CASH/BANK BALANCE AT THIS YEAR-END	2025	£18,969.00	£11,829.00
AC1			

THE SEA CADETS

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

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Unit Name: Newburn Sea Cadets	Charity No: 522095
Fund-name/purpose (if not held for the Unit's general purposes):-	
	Notes
	THIS YEAR £
	LAST YEAR £

REVENUE PAYMENTS –

DIRECT CHARITABLE ACTIVITY COSTS:

- FUNDRAISING & SPECIAL EVENTS COSTS
- COMPETITION COSTS
- FUEL & TRAVEL COSTS
- CATERING COSTS
- TRAINING COURSES COSTS
- ARTICLES PURCHASED FOR RESALE

	£0.00	£0.00
	£0.00	£0.00
	£0.00	£0.00
	£0.00	£100.00
	£0.00	£0.00
	£0.00	£0.00

OVERHEAD COSTS FOR:

- RENT / COUNCIL TAX
- HEAT, LIGHT & WATER
- TELEPHONE & BROADBAND
- OFFICE SUPPLIES, POSTAGE & PRINTING

	£372.00	£1,386.00
	£2,243.00	£3,167.00
	£525.00	£456.00
	£1,007.00	£4,218.00

MAINTENANCE COSTS FOR:

- BUILDINGS & ESTATE
- BOATS
- VEHICLES
- OTHER MISC EQUIPMENT
- INSURANCE COSTS
- BANK INTEREST & CHARGES

	£39,981.00	£15,232.00
	£5,810.00	£410.00
	£1,597.00	£1,051.00
	£0.00	£290.00
	£1,690.00	£1,500.00
	£0.00	£0.00

CHARITY GOVERNANCE COSTS:

- FOR ACCOUNTS/AUDIT OR INDEPENDENT EXAMINATION
- FOR OTHER PROFESSIONAL FEES
- FOR LEGAL ADVICE (for constitution or trustees)
- OTHER REVENUE COSTS

	£0.00	£0.00
	£0.00	£0.00
	£0.00	£0.00
	£0.00	£0.00
D	£53,225.00	£27,810.00

TOTAL REVENUE PAYMENTS

NON-REVENUE PAYMENTS –

- ASSETS

	£0.00	£0.00
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**TOTAL NON-REVENUE PAYMENTS
TOTAL PAYMENTS (=D+E)**

**E
F**

	£0.00	£0.00
	£53,225.00	£27,810.00

(#Attach that Fund's similar Account of Payments as page AC2A, and so on)

AC2

SET - UP PAGE

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