



**WALSALL (UNIT 346) OF THE SEA CADET CORPS**  
**TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**REGISTERED CHARITY NUMBER: 522744**

<b><u>Contents</u></b>	<b><u>Page No</u></b>
<b>Report of the Trustees</b>	<b>2</b>
<b>Legal and Administrative Information</b>	<b>9</b>
<b>Acknowledgements</b>	<b>11</b>
<b>Statement of accounts</b>	<b>12</b>



## **REPORT OF THE TRUSTEES OF WALSALL SEA CADETS (UNIT 346) OF THE SEA CADET CORPS**

The Charity Trustees present their report together with the financial statements of the charity for the year ended 31st March 2020. The financial statements comply with both the Charity's Constitution and the Charities Act 2011.

### **Aim of the Sea Cadet Corps**

The aim of the Sea Cadets Corps is to give young people the best possible head start in life, through nautical adventure and fun, based on the customs and traditions of the Royal Navy. Our aim is to develop young people and support them towards responsible adulthood.

### **Charitable Purpose**

The charitable purpose of the Unit is to promote the development of young people in achieving their physical, intellectual and social potential as individuals and as responsible citizens. This is achieved by the provision of education and leisure time activities using a nautical theme, based on the traditions of the Royal Navy and in accordance with the principles, ethos and practices of the Marine Society & Sea Cadets (MSSC).

In furtherance of the Purpose, the Unit offers young people a structured environment in which to develop; provides access to education and training including sailing, rowing, windsurfing, paddle sports, power boating, seamanship, navigation, marine engineering, cooking, music, first aid, drill, piping, and public services; it provides opportunities for young people to obtain a range of qualifications and a wide range of opportunities for community involvement.

### **Public Benefit**

The trustees continue to give regard to the Charity Commission's general guidance on public benefit 'Charities and Public Benefit' provided by the Unit in relation to the charitable purpose of the Sea Cadets movement as set out in the activities and achievements as outlined in this report.

To achieve its aim the Unit encourages recruitment of young people from all backgrounds and abilities including where possible, and within the realms of Health and Safety, those with disabilities and develops their skills and abilities by:

- Regular structured activities with a nautical theme

- Enabling young people to take part in activities connected with the wider Sea Cadet Corps
- Movement such as waterborne activities, events and competitions at district, area and national levels
- Availability of formal achievements whilst completing courses to earn badges and promotions

## **Organisational Achievements and Performance**

### **Trustees Report - Chairman's Report Mr P Perry**

Thank you all for attending the Virtual 2021 Annual General Meeting here at Walsall Sea Cadets I aim to give you an insight into our achievements during the year from April 2020 to March 2021 and our vision for the next year ahead

This year will be remembered as the one we will probably all want to forget We entered lockdown in March 2020 expecting it to last a few months No one involved in the unit expected us to remain closed for the entire year After a brief break the unit continued to parade on a virtual basis and more detail of that will be in the CO's

Before I talk about the unit's activities, I would like to thank you to all the unit management team and Volunteers at Walsall for all their support and dedication in what has been an extremely challenging year due to the pandemic and the challenges of virtual parading

This year has seen a number of staff changes Firstly 5 of our cadets turned 18 during lockdown One Sgt J Stone joined Sutton Coldfield as a member of staff the other 4 have all transitioned to Staff with us and we welcome PO S Perry Sgt W Perry PO R Price and PO A Meers Also joining us during lock down as staff were PO J Hodgetts and Sgt E Sargent The end of the year saw a number of staff sadly leave us Capt. V Ellison and PO T Bull both decide to leave the Sea Cadets and I would like to take this time to thank them both for all the time and commitment they have put into the unit over a number of years we wish them both well in the future. PO M Jukes after taking a short break from Sea cadets has decided to join Sandwell unit and we would like to thank him for all his efforts and wish him well in the future

Due to work commitments CPO Kilworth decided to step down from command at the end of the year and after a brief break from Sea Cadet he has decided to join Sandwell unit We would like to thank him for all his efforts in his 2 years in charge especially in the last 12 months which saw the dual challenges of a global pandemic and virtual parading Despite these challenges the unit still managed to improve its annual scores and secure a converted Burgee award The fact that we have been able to do this is due to Aaron hard work dedication and commitment and we are all extremely grateful to him for this

Once we entered lockdown the Unit management team decided that its main aim was to ensure that the unit was able to exit it in as financially secure position as was possible With a reduction in income from cadet subscriptions and no opportunities to fund raise via bag packs and carnivals We reduced outgoing by cancelling non-essential services such as waste collections and reducing spend to essential items only We applied and were successful for all COVID support grants that we able to apply for This not only ensured that we were able to stay financially solvent but also ensured the unit was able to reopen in the new financial year in a healthy position We were also successful in securing an IT Grant that has helped improve teaching equipment in the unit and so helped improve the cadet experience Feedback from cadets is that they are enjoying the new ways of instruction

An increase in Sailing club fees by Aldridge Sailing Club along with a reduction in the access to the site we were able to have led us to move from there during June 2020

Lockdown unfortunately as prevented us from this year building on the previous year's links with our president and Vice president and the local community and the Prince's Trust While Remembrance day activities were not able to take place nationally the unit still managed to lay a wreath at both the cenotaph and John Henry Carless VC Memorial The prince's trust had to suspend their activities due to lockdown however the unit as kept in regular contact with them and will be in a good position to welcome them back when they resume their activities.

As was mentioned at the last AGM we had an in principle agreement to a 25 year lease and were working to make that a reality While lockdown initially put this on hold We have still actively pursued the matter with the council Whilst they have not always moved at the speed we would have liked we have now secured the heads of a lease These have been sent to our property expert at Headquarters for advice and his feedback has now been reviewed by the unit management team and sent back to the council for incorporation into a 25 year lease

The relaxation in lockdown restrictions during the summer of 2020 allowed some of our furloughed and College free staff to do some much needed jobs within the unit A big thanks goes to PO D Steel CI S Harris PO S Perry and Sgt W Perry for all their efforts in cutting

down hedges clearing gardens repairing fences and doing jobs that have been hard to do when the unit has been more focused on delivering cadet activities Thanks also to those staff who have helped clean the unit up prior to opening New fire doors were purchased by National lottery grant funding to replace rotten wooden ones.

Last year we highlighted several projects for the year ahead and this is how we progressed with them \_

Secure a long-term lease as we will be in the final year of the existing one, [A heads of lease has been secured and after advice from our property expert has been sent back to the council for a lease to be drawn up](#)

Apply for more grant funding [We applied for 12 grants and were successful with 9 a 75% success](#)

Develop boating opportunities in the unit [Whilst this was not possible due to lockdown restrictions the unit was able to move from its previous boating home of Aldridge and partner with Dudley and Sandwell units at Swan Pool in Sandwell Valley country park This will lead to greater opportunities in the coming year](#)

Continue to grow cadet numbers [This was impacted by Covid but the main aim for the coming year is to retain and grown cadet numbers to enable the unit to survive](#)

Continue to develop the unit to improve the cadet experience [Lockdown as restricted what we were able to do but our new OiC's plans and the security of a longer lease will enable us to work on this](#)

The appointment of a new OiC at the start of the new financial year and progress on the lease will mean 2021.2022 will be another year of change and progress for Walsall Sea Cadets Our plans for the year ahead will to be to continue to grow and develop the unit both the building and its training facilities but also cadet and adult volunteer numbers

Once again, a big thank you for all your support over the last 12 months

## **Trustees Report - Commanding Officers Report CPO A Kilworth**

Since our last AGM in August 2020, my plans to continue to drive Walsall Sea Cadets we're in full force. We attained Burgee status, this is something I am immensely proud of and it has been a number of years since this status has been achieved by Walsall Unit. Commitment and determination from our young persons as well as the volunteers is what drove us through the pandemic. It has not been an easy journey, hours of virtual learning as well as cadets taking part in the face to face Summer Active (afloat) sessions. Another great achievement was getting the unit into lime status 'this saw a lot of changes and upgrades' being completed within the unit, new fire doors were installed before our members returned back to face to face training and to add to this, new technology- laptops and TVs were purchased via grant funding from Cadet, this means the cadets can now receive modern training. New adult volunteers were enrolled from cadets naturally transitioning and also via new joiners. We also progressed forward focusing on returning to afloat training and a relationship was formed with two other local units so our cadets to create a boat hub, this enabled more cadets to gain even more waterborne qualifications and get the best possible Sea Cadet and Royal Marines Cadets Experience we can offer at Walsall. I would like to personally express my gratitude to those who have worked with me and supported me during my time in command, but at the start of 2021, sadly I, along with a number of others within the unit decided to step down and move on and leave Walsall unit. I have enjoyed my time in command and it's evident the unit has achieved so much. I wish the unit well for the future.

## **Financial Review Treasure's report Mr D Wyatt**

Greetings all,

After last year's AGM I was re-elected to act as Treasurer for another year and I am proud to serve this unit to provide our committee and instructors with a safe and comfortable unit to build the high values and foundations that our cadets can utilise for a better future.

There is no doubt that the last year has provided many challenges to the Walsall unit. Since the pandemic began, we have had a decrease in consistent revenue from subscriptions, less opportunities to fundraise and a substantial loss of revenue from donations. Despite these difficult times, since our last AGM we have managed to increase our overall income by around £38,000. This could not have been possible without the diligence of the Chairman and the CPO's knowledge of the Covid-19 emergency grants that were available to the unit at the time. To ensure the unit's future, measures were taken to reduce overheads to the unit as much as reasonably possible. Some grants that were provided to the unit were for improvement with IT and maintenance and upkeep of the unit. With these funds we are able to provide a more modern and efficient method for our instructors to teach our cadets through modern technology. We have also improved the unit by replacing the gates and a provided a new fire door.

With respect to minimising overheads our utilities have decreased by £1047.37 over the course of the year, however, our buildings and maintenance costs have increased due to modernising the building, providing a better learning experience for our cadets and general upkeep to the building including electrical certificates and ensuring the unit meets its commitments to compliance. I shall continue to monitor our outgoings ensuring that the unit is financially healthy for future years to come. I will also look to the future on how the unit can improve and ultimately recover from the Pandemic.

If you have any further questions, please do not hesitate to ask

## **Reserves Policy**

The trustees continue to review the charity's requirements for reserves in light of the main risk to the organisation, that being a reduction of income. The trustees have established a policy whereby the reserves in total that are not invested in tangible fixed assets held by the Unit, should be up to the equivalent to 6 months overhead costs of the charity.

The level of these reserves has been determined by the need to meet the working capital requirements of the charity and also for the charity to carry out all of its legal obligations.

At the end of March 2021, the total of the charity's reserves stood at £ 15,833.60

The financial strategy of the trustees continues to be that of building the reserves which will be achieved by continually reviewing overheads, exploring additional means of income and further fundraising. The trustees will continue to take all necessary actions with regard to the prevailing economic climate.

## **Structure, Governance and Management**

Units of the SCC are formed solely by volunteers in local communities. Each Unit is a self-supporting youth organisation and an independent charity with a central support management and training structure provided primarily by the Marine Society and Sea Cadets (MSSC). The unit becomes a part of the SCC by virtue of its' affiliation to the MSSC, the parent body of the SCC. In accepting this affiliation, the unit undertakes to comply with all regulations issued by, or on behalf of, the MSSC Council.

The Unit was registered as an unincorporated charity on 12/12/1963 and is governed by a constitution approved by the Charity Commission of England and Wales. A revised constitution issued by the Marine Society and Sea Cadets was ratified by the Board of Trustees between meetings in December 2017 in order to meet the deadline of 31<sup>st</sup> December 2017.

### **Recruitment and Appointment of the Trustees**

Trustees serve and are re-elected on an annual basis. A minimum of 4 office holders: Chair, Secretary, Treasurer and Commanding Officer. UMT office holders are elected at the first meeting following the Annual General Meeting (AGM). UMT members are elected from the membership of the Sea Cadets Unit which is drawn loosely as being those with an interest in the unit. The constitution lays down specific controls for UMT membership and will be observed for all future recruitment.

In the event of a vacancy arising during the year (known as a casual vacancy), the trustees have the power to appoint new trustees. A trustee will serve until the date of the next AGM, after which the post will be filled by election.

The trustees are represented by a wide range of individuals drawn from the local community. Trustees have the power to appoint additional trustees to act jointly with them for all purposes. A trustee whose term of office has expired can be appointed for a further term of office.

### **Responsibilities of the Trustees**

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charity (Accounts Reports) Regulations 2008. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees and signed on its behalf on 29/09/2021

P Perry  
**Paul Perry, Chair of the Board of Trustees**

## Legal and Administrative Information

### Charity Details:

Charity Name: Walsall Sea Cadets (Unit 346) of the Sea Cadets Corps

Charity Status: Unincorporated

Registered Charity No: 522744

Registered Office and Operational Address: Walsall Sea Cadets Eldon House Eldon Street Walsall WS1 2JS

Telephone Number 01922 621776

Email: [CHAIR.WALSALL@OUTLOOK.COM](mailto:CHAIR.WALSALL@OUTLOOK.COM)

Website <https://www.sea-cadets.org/walsall>

### Trustees:

Chair: Mr Paul Perry

Treasurer: Mr David Wyatt

Secretary: Miss Julie Rose

Trustees: Mrs Tracey

Perry

Mr Paul Farmer

CPO Aaron Kilworth

**President:**                      **The Mayor of WALSALL**

**Vice President**                      **Mrs Christine Mawhinney (Chair Bloxwich RNA)**

**Holding (Custodian) Trustees:**      The Marine Society & Sea Cadets (MSSC)

**Independent Examiner:**

**Bank:**                              **CAF BANK LTD 25 KINGS HILL AVENUE WEST MALLING KENT ME19 4JQ**

## **Acknowledgements**

Walsall Sea Cadet Unit 346 of the Sea Cadets Corps would like to publicly acknowledge and thank the following organisations and donors for their financial support during 2020/2021.

Wolverhampton College the Prince's Trust Team

The following cadets' parents for continuing to donate subs during lockdown

The parents of A Turner

The parents of B Wilkes

The parents of C Jansen Wright

The parents of R Stanton

The parents of W Howarth

The parents of R Meares

The parents of B Horne

No final report would be complete without acknowledging the efforts and dedicated service of the adult volunteers who make the unit a success. For any Sea Cadet Unit to succeed it is fully reliant on its teams to work together. Our uniformed and civilian instructors, management team and unit assistants all have one common aim, that of delivering the best experience for our young people.

In this modern age, time is a precious commodity and like with all teachers and trainers there is a lot goes on behind the scenes, outside of parade times and over weekends that is not observed but makes the difference.

Thank you for your commitment and continued support.

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**

### **WALSALL (UNIT 346) OF THE SEA CADET CORPS.**

I report on the financial statements of WALSALL (Unit 346) of the Sea Cadets Corps for the year ended 31<sup>st</sup> March 2021 which are set out on pages 14 - 15

#### **Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act")

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

#### **Independent examiner's statement**

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Tanya Collier.

Date: 28/09/2021

On Behalf of Walsall MBC

Address: Darwall Street Walsall WS1 1TN

The financial statements were approved by the Board of Trustees at their meeting on 29/09/20221 and were signed on its behalf by:

Paul Perry Chair

David Wyatt Treasurer

Signature: ...**P Perry**.....

Signature: ...**D Wyatt**.....

# WALSALL SEA CADETS ANNUAL 2021 ACCOUNTS SUMMARY

## INCOME

	£
Cadets Subscriptions	2,895.00
	£
Grants/ Princes Trust	26,451.00
	£
Donations	805.99
	£
Carnivals/ events etc.	-
	£
Fundraising	43.44
	£
Course fees	262.00
	£
Gift Aid (HMRC)	-
	£
Nutty Takings	-
	£
Other Receipts/ Refunds	425.65
	£
Staff Refreshments	-
	£
Transfer from Savings	14,500.00

## EXPENSE

	£
Fund raising and events	-
	£
Travel & minibus	693.58
	£
Bank charges.	69.00
	£
Training courses	422.67
	£
Sailing Club Affiliation	416.53
	£
Walsall Council	883.22
	£
Utilities (Gas, Water, Electric)	2,543.70
	£
Broadband and telephone	820.45
	£
Nutty Stock & Catering	-
	£
IT Grants to Cadets	750.00
	£
Buildings & maintenance	9,300.32
	£
Equipment, etc.	4,844.42
	£
Insurance.	906.50
	£
Misc. costs	135.70
	£
Transfer to savings	£

			21,589.48
TOTAL INCOME	£		£
	45,383.08	TOTAL EXPENSES	43,375.57
BROUGHT FORWARD	£	CARRIED FORWARD	£
	1,245.95		3,253.46
AVAILABLE FUNDS	£	<b>SHORTFALL/ SURPLUS</b>	£
	46,629.03		2,007.51

SAVINGS ACCOUNT

	INCOME		EXPENSE	
BROUGHT FORWARD	£			£
	5,535.12		TRANSFER TO CURRENT ACCOUNT	14,500.00
INTEREST	£	5.54		
TRANSFERS FROM MAIN ACCOUNT	£			
	21,589.48			
TOTAL FUNDS	£		TOTAL EXPENSES	£
	27,130.14			14,500.00
			Carried Forward	£
				12,630.14
			Total Funds from both Main Account & Savings	£
				15,883.60

