



TRUSTEES ANNUAL REPORT & ACCOUNTS FOR 2022-22

**Birmingham Stirling (Unit 39) of the Sea Cadet Corps
Pithall Lane, Shard End, Birmingham, B34 7PT**

Web: www.sea-cadets.org/birminghamstirling
Facebook: www.facebook.com/BirminghamStirling

Charity registered in England and Wales. Number 522887

TRUSTEES' ANNUAL REPORT FOR THE PERIOD 1ST APRIL 2021 – 31ST MARCH 2022

REFERENCE AND ADMINISTRATION DETAILS

Charity Name	Birmingham Stirling (Unit 39) of the Sea Cadet Corps
Other names charity is known by	T.S. Stirling
Registered charity number	522887
Charity's principal address	Pithall Lane, Birmingham, B34 7PT

OUR TEAM

TRUSTEES

Mr Ricky Towner	Chairman
Mr Oliver Chambers MBE	Commanding Officer
Miss Janine Garfield	Secretary
Mrs Jennifer Harrison	Treasurer

NAMES AND ADDRESSES OF ADVISERS

Bankers

Lloyds Bank Plc
Coleshill Birmingham
121 High Street
Coleshill
Birmingham
B46 3BS

Marine Society & Sea Cadets

202 Lambeth Road
Lambeth London
SE1 7JW

Independent Examiner

Cecile Hunt FMAAT
Guiding Businesses to Success
45 Allaston Road
Lydney
Gloucestershire
GL15 5SS

STRUCTURE, GOVERNANCE AND MANAGEMENT

Type of Governing Document Constitution

How the charity is constituted Registered Charity

Trustee selection methods Trustees are elected annually at the Annual General Meeting.

The Trustees are actively involved in the day-to-day running of the organisation.

OUR AIM

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.

HOW

We are passionate about investing in all young people. We offer a unique mix of activities and experiences, delivered locally, regionally, nationally and off shore, which improve life chances at school, in work and for the community. Our trained and experienced volunteers and staff support and deliver learning through nautical adventure and challenge, with the customs and traditions of the Royal Navy at the core. Through this we create a sense of belonging and identity where young people flourish, gaining confidence, skills for life, values and qualifications, which help them seize a better future.

SEA CADET VALUES

Respect	To appreciate and be considerate to others
Loyalty	To be faithful to all who invest in me
Self-discipline	To do what I must
Commitment	To do what I say I will
Honesty & integrity	To tell the truth and be a good person
Courage	To do what we feel is right

SEA CADET LIFE SKILLS

Teamwork
Leadership
Communication
Motivation
Self-Confidence
Citizenship

Risk policy

The current trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have now been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

We continue to implement appropriate risk assessments to ensure that the safety of the team is understood, we regularly keep informed of the latest Government Guidance and look to further develop a different way of delivery to ensure we remain connected and present within our local community.

Policies and procedures adopted for the induction and training of trustees

The recruitment process is the start of a volunteer's journey with Sea Cadets, including Trustees. It includes an initial interview conducted at the charities premises but officially begins at the point that an adult Westminster record (Management Database) is created.

New volunteers should complete an application form, disclosure application, and complete three Sea Cadet e-learning modules within the first two months of their Westminster record being created. These being, Safeguarding, Health & Safety and Responsible for Information (Data Protection).

At this stage the new volunteer can only attend Sea Cadet premises as a supervised guest for the purposes of completing their enrolment.

Their application is approved by the Marine Society and Sea Cadets (MSSC) Volunteer Support Team, and their disclosure submitted for external processing. Enrolments will be cancelled by Volunteer Support where any element of the initial enrolment process is not completed within two months of the Westminster record being created.

Units must provide two reference forms to Volunteer Support no later than one month after the disclosure clears (unless the volunteer is applying for a Unit Management Team position (Trustee) where they must complete a trustee declaration.

The new volunteer must wait for their disclosure and references (if required) to be cleared by Volunteer Support before they can book onto an Induction Day course. Once cleared by Volunteer Support they receive an email confirming that their disclosure has cleared, and asking them to book onto an Induction Day, this includes a face to face safeguarding session, information about the roles of sea cadets and its history and details of the structure of the organisation, an overview of here to find policies and procedures applicable to their role.

The new volunteer can now attend Sea Cadet activities unsupervised. New volunteers who do not attend the Induction Day within six months of their disclosure clearing will have their membership of Sea Cadets cancelled.

OBJECTIVES AND ACTIVITIES

Our vision and objectives remain as always to ensure our cadets are equipped with the means to achieve the high standards and personal attributes necessary to succeed in their future endeavors whilst learning new skills and always having fun!

Our organisation works hard to give young people the best possible head start in life through nautical adventure and fun, based on the customs of the Royal Navy. Our objectives are to provide young people aged between the ages of 10 and 18, and who are predominantly drawn from inner city wards of Birmingham, opportunities that promote the Sea Cadet Values whilst developing valuable life skills that improve our young people's life chances.

We do this through a combination and variety of activities of outdoor and adventure, team building, waterborne and self-learning-based activities, such as Duke of Edinburgh, NVQ Public Services and other nationally recognised waterborne qualifications.

TRUSTEES REPORT AT AGM

We are reporting on the period Apr 2021 to March 2022. All trustees in place during that period have stepped away from the charity.

It is fair to say that the last few years have been difficult for the charity. Bringing the Sea cadet building up to standard to be a safe, warm, inviting place has been a challenge.

Repairs have been made to parts of the roof to stop the leaks but a good deal of work is needed to improve a large part of the roof that is deteriorating.

The condition of the electrical system was found to be substandard and phase one of the works have taken a large slice of our reserves. A second phase of works is needed to allow us to open all the building for use.

The outside area has had a clean-up, removing no longer used equipment, freeing up space for the use of our young people.

In the coming year, we are planning to recruit more trustees to bring management skills to the charity, raise sufficient funds to make a number of repairs and improvements.

On behalf of all at TS Stirling, I would like to thank all the volunteers for the many, many hours invested in the unit to make it a successful, fun, safe place to be for the young people of the local area.

FINANCIAL REPORT

Financial Review

- Income Receipts during the year was £41380 and includes cadet membership fees, training course fees and other donations
- Payments made during the year was £53978

Notes regards the accounts

- Accounts are lodged both with the MSSC and with the Charity Commission
- Cadet contributions are only £ 20.00 per month per cadet or £10.00 for our Junior Cadets
- Direct cadet Activities includes payment of training course fees
- Building overheads includes Council rates, Heat, light and power, telephone and other administrative costs
- Other operating costs include annual insurance contributions.

Reserves Policy

The charity trustees' policy aims to maintain unrestricted reserves at a level equal to three months revenue payments to safeguard the Unit's ongoing activities from any unexpected fluctuations in income. The trustees recognise that the current level falls below this required amount and therefore plan to undertake activities to increase unrestricted funds as soon as it can.



Birmingham Stirling Sea Cadets. Income & Expenditure 2021/22

Income	2022	2021
Cadet contributions	2108.00	1227.00
Interest received	2.71	3.46
Cadet course costs	150.00	260.00
Travel refunds	0.00	0.00
Grants received	38750.00	45500.14
Uniform payments	0.00	0.00

Fundraising	0.00	0.00
Donation	0.00	290.00
Venue Hire	370.00	
	41380.71	47280.60
Expenditure		
Minibus & travel costs	1202.87	185.44
Cadet course costs/refunds	0.00	1216.00
Building maintenance	39575.38	8793.45
business rates	0.00	0.00
Food and Meals	504.55	0.00
badges	0.00	0.00
Insurance costs	2493.88	2004.70
Stationery & Postage	30.69	0.00
Bank charges	0.00	14.00
Utilities	4377.59	2544.77
BCC Slipway	0.00	10.00
Professional Fees	155.80	1650.00
General Expenses	3982.41	221.50
Office Equipment	614.06	0.00
Waste costs	738.54	
Training Resources	119.99	
Cadet Xmas Party	182.97	
	53978.73	16639.86
 Closing Balances as at 31.03.2022		
Current account	2367.12	
Savings Account	12000.14	
	14367.26	

ACKNOWLEDGEMENTS

Birmingham Stirling (Unit 39) Sea Cadets Corps would like to publicly acknowledge and thank the following organisations and donors for their financial support during 2021-2022.

- MSSC
- Parents and Supporters for their Cadet Contributions

Finally, we would like to acknowledge the support provided by all the volunteers who dedicate their time freely. The unit is run purely on this support provide, without it, we could not operate, and we could not support our young cadets.

Thank you for your commitment and continued support.

DECLARATION

The Trustees declare that they have approved the trustees annual report for Birmingham Stirling Sea Cadets

Signed on behalf of the charity's trustees:

Signature(s)

Full Name(s)

Carol Tiley MBE

William Elliott

Position (e.g. Chair etc)

Chairman

Trustee

Date Signed:

20/01/2023

20/01/2023.

REPORT OF THE INDEPENDENT EXAMINER

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF **Birmingham Stirling Sea Cadet** **CHARITY No:522887**

I report on the accounts of Birmingham Stirling Sea Cadet for the year ended 31st March 2022.

Respective Responsibilities of Trustees and Examiner

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

I 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Basis of Independent Examiner's Report

My examination included a review of the accounting records kept by the Charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures I undertake do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent Examiner's Statements

In connection with my examination, no matter has come to my attention:

- (1) Which give me reasonable cause to believe that in any material respect the requirements:
 - to keep proper accounting records in accordance with section 130 of the Charities Act;
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- (2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Cecile Hunt FMAAT

Date: 18 January 2023

aat AAT Licensed
Accountant

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