

**Birmingham (STIRLING)**  
**AGM 30/09/2025. 19:00**


Attendees: JN – Joseph Nelson (CO), KV – Kealey Veitch (Chair) – Sarah Hudson, Vicki Butler-Tyler, Magdalena Wudecka, Joan Durose, VBSM Richard Priest, and District Chair Michelle Meeson-White.

Apologies: Andre Reid, Anita Ward, Carol Tiley.

Item	Description of discussion	Action by	Complete by
AGM opened by District Chair Michelle M-White Notes throughout AGM	<p>District Chairs’s Notes from AGM at Stirling 30th September 2025</p> <p>Notes on committee taken before meeting            Magda – stepping down this evening            Kealey – stepping down as Chair but happy to stay at UMT member            Anita – willing to re-stand            Joan - willing to re-stand            Vicky - willing to re-stand            Sarah - willing to re-stand            Andre - willing to re-stand            Notes taken during AGM            AGM run according to MSSC &amp; Charity Commission rules &amp; regulations. Committee stepped down. In my role as Returning Officer I took over the running of the meeting and thanked the committee for all their hard work over the past year. Kealey, Vicky, Sarah, Andre, Anita and Joan re-elected. (Hopefully Sarah minute who proposed &amp; who seconded each nomination).            Notes take at Post AGM UMT Meeting            During this meeting it became clear that no-one wanted to take on the role of Chair, either due to lack of time, distance from home to the unit, and several other reasons stemming from changes to planned management of the unit. When it became clear there was no alternative, I stepped in to act as interim Chair until a new one comes forward. Richard Priest agreed to notify Growth and Development Workers of need to advertise for new UMT members.</p>	xx	
Chair Report	<p>AGM- Tuesday 30th September 2025 Chair report -Thank You to everyone for attending today. We are grateful of your support! - The year 2024-2025 has been yet another successful year for Birmingham Stirling for three years running. We have a fantastic team of trustees who work hard behind the scenes making sure the unit continues to be safe and secure for the cadets, volunteers, and the community. We have continued to keep the Health &amp; Safety aspects of the building up to date and compliant with the current regulations. Thank you to the Marine Society &amp;</p>	xx	xxx

	<p>Sea Cadets for your continued support- We appreciate your support which has not gone unnoticed at Stirling. -Thank You to everyone who has made donations to our unit: YAPP, Heart of England, Meriden Rotary club, Birmingham airport, YIF, ESC lottery fund, Groundwork UK. We also successfully received gift aid contributions for the first year. We have been lucky to have all of the support from grant providers which have helped make positive differences and empowering changes to our young people and volunteers at Stirling. These donations are a huge contribution to our unit in making the positive changes for our young people, volunteers, community, and being able to be a reliable base for other units to use also. -Thank You for those who have included our unit in their events: Closely working together with the local Church attending events like Sea Sunday service, ward end fire station, party in the park at Arden Hall, Yorkwood community event, Remembrance Sunday at Castle Bromwich and shard end, unit fundraising day, VE day event, Saint George's day parade, British legion poppy appeal, Sleigh run, and Rotary club visit, along with having district events at Birmingham Stirling getting other units together at Birmingham Stirling. The aims given in the last AGM was: New Galley, New infrared heating, new boiler, and to continue to reduce carbon footprint. We are pleased to say that we have achieved our aims and excelled above our aims. We have a fully functional new galley, Infrared heating system, cavity wall installation, and a new boiler. Another aim was to make sure that we had enough money in the bank ahead of all the mandatory checks like the fire extinguishers, emergency lighting, gas safety etc- the checks that we need to keep on top of to make sure that we can open but most importantly be a safe unit. We achieved this aim also. We have continued to reduce our carbon footprint by being able to reduce our utility bills with British Gas, water bills have continued to be reduced since changing over to water plus previously. Our Electricity is now monitored through a smart meter; the gas we still must send readings through. An aim for the staff that do stand easy was to have everyone with a Food Hygiene qualification- This was achieved. We still have 24 years left on the lease. We have been able to expand our boating equipment with x16 kayaks which has had such a positive impact on our young people and volunteers making sure that we are using safe, modern and suitable boats whilst on the water. This helps us continue to promote a healthy lifestyle and mental health for our young people which will follow with them to adulthood. The significant outgoings for this period were; the new galley, new boiler, infrared heating, and cavity wall installation. Regulating fees- We always have a few to chase but this continues to gradually improve. Mini-bus- Continued to keep with the 6 weekly checks to maintain the safety of the mini-bus. MOT is due November. What have we not achieved so far? - Not benefiting from the solar panels- long waiting game trying to get an intense form filled out, contacting the energy company who gave us a</p>		
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	<p>different form to fill out, evidence sent but waiting to see if it is sufficient enough for us to be able to benefit from the solar panels rather than the energy going into the grid- this will be chased continuously, but their time frames are quite wide with how long they have to reply. 2025-2026 Aims &amp; Goals -We are hoping to raise money for: A new mini-bus -Aims: To be benefitting from the solar panels - sort the roof out - decorate interior rooms to freshen them up - new flooring on the main deck. The most significant outgoings for 2024-2025 was the new galley, cavity wall installation, new boiler, and infrared heating. The most significant outgoings for 2025-2026 prediction would be the new mini-bus and fixing the roof to be the most expensive. Any questions? Before I finish, i would like to take this opportunity to thank our incredible staff volunteers. Without their dedication and commitment, our unit would not be the progressive and successful unit it is today. A special Thank you goes to our unit management team for their hard work behind the scenes. Ensuring everything runs smoothly and effectively. Finally, I would like to personally thank Joe, who is always on hand to answer my many late-night questions and has supported me greatly in my role as chair. Your guidance and encouragement mean a lot. Thank you all once again for everything that you do for the cadets, and for this unit.</p>		
<p>3 CO Report</p>		<p>XX</p>	<p>XXX</p>



Birmingham Stirling (Unit 39) of the Sea Cadet Corps  
 60000 Road, Shard End, Birmingham, B34 7PT  
 Tel: 0121 748 6417  
 Email: [hello@birminghamstirling.org.uk](mailto:hello@birminghamstirling.org.uk)

**CO Overview – 2025:**

Birmingham Stirling has had a positive 2025, with the unit continuing to go from strength to strength with the fantastic support of the volunteers, UMT, supporters and everyone involved. This year, we have faced challenges such as volunteer commitment (due to many volunteers starting new jobs), however we have overcome this by recruitment of new volunteers.

**Recruitment & Numbers:**

We have managed to keep a number of cadets, and currently have a cadet who joins the Royal Navy in 4 weeks, we wish him the very best.

Type	Numbers – September 2025	Numbers – September 2024	Increase/Decrease
Sea Cadets	29	28	+1
Park Hall Division	12	N/A	N/A
Juniors	18	16	+2
Adult Volunteers	18	15	+3

*\*We had 3 x Juniors from September 2024-September 2025 that turned 12 and joined our Sea Cadet section*

**Park Hall Academy:**

We have had a really positive first term for our new Sea Cadets division at Park Hall Academy. We now have 12 cadets signed up, and they've already achieved some great things.

All cadets have gained 4 x boating qualifications in kayaking and rowing, showing real effort and teamwork on the water. Everyone is also working hard on their Cadet Training Programme, with just a few modules left before moving up from New Entry to Cadet rank.


Another big step forward is that all cadets now have their uniforms, which has given them a real sense of pride and belonging.

All of this was achieved before the school closed for the six-week summer break in July, giving us a strong start and lots to build on next term.


My thanks to PO Wiffen who is the Divisional Officer of Park Hall Academy, for really driving the division forward. His efforts reflect the achievements above.

**Qualifications:**

Birmingham Stirling has continued to provide a varied Cadet Experience when it comes to qualifications. Our Unit Training Officer has many ideas to push training from the unit, and by communicating to parents to share upcoming courses and qualifications on offer. We have become members of Midland Boat Station, which has made a big impact on boating this year, from the additional hours, to experiencing and achieving qualifications in activities we cannot take part in at the unit including Windsurfing, Powerboating and Sailing. Finally, we have introduced a Deputy Unit Training, who will be taking some of the strain from the Unit Training Officer, in order for volunteers not to feel stretched.



Ms Kealey Veitch  
[chair@birminghamstirling.org.uk](mailto:chair@birminghamstirling.org.uk)  
 Sub Lieutenant (SCC) Joseph Nelson RNR – Commanding Officer  
[joseph.nelson@birminghamstirling.org.uk](mailto:joseph.nelson@birminghamstirling.org.uk)



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**Cadets:**

In the last 12 months, our cadets have achieved 324 qualifications, which equates to a minimum of 6 qualifications per cadet. Qualifications include:

- Bronze Duke of Edinburgh (DofE)
- Kayak/Canoe Start and Discover Awards
- Rowing Taster, Competent Crew and Supervised Coxswain Awards
- First Aid
- Marine Engineering
- Seamanship
- Catering
- Cadet Drill Instructor
- Junior STEM (Science, Technology, Engineering & Maths) Awards
- Basic Peer Educator
- Sailing
- Shooting
- Cyberfirst Awards
- 20 x Cadet Promotions to the next rank/rates

Our focus for the coming months is to ensure we continue to provide four unit weekends per year, as well as cadets attending District/Area training.


**Adults:**

In the last 12 months, our adult volunteers have achieved 166 qualifications, which has doubled from last year. This ranges from new volunteer/onboarding qualifications, to instructor based qualifications that allow our adult volunteers to deliver courses and award qualifications. Qualifications include:



- Rowing Instructor
- Rowing - Slide Seat Instructor
- Powerboat Instructor
- First Aid Instructor
- Drill Instructor
- Weapon Handling/Shooting Courses
- Leading a Sea Cadet Unit modules
- WSE (Water Safety Equipment) Supervisor
- Sea Cadet Onboarding Programme (Safeguarding, Data Protection, Health and Safety, UMT Introduction)
- Petty Officer Core Modules – Drill, Seamanship, WWYP

We have had adult volunteers that have taken on additional/new responsibilities and roles, these are:

- Deputy Unit Training Officer – PO Rebecca Kane, supporting the Unit Training Officer
- Divisional Officer – PO Ryan Wiffen, managing the Park Hall Academy section
- Deputy Junior Training Officer – PO Kaeya Grant, supporting the Junior Training Officer



Ms Kealey Veitch  
[chair@birminghamstirling.org.uk](mailto:chair@birminghamstirling.org.uk)  
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 <p>Birmingham Stirling (Unit 39) of the Sea Cadet Corps Pithall Road, Shard End, Birmingham, B34 7PT Tel: 0121 748 6417 Email: <a href="mailto:hello@birminghamstirling.org.uk">hello@birminghamstirling.org.uk</a></p> <p><b>Boating Hours:</b></p> <p>Our boating hours at the time of writing this report is 40 hours per cadet, which equates to 2360 hours on the water. This figure is based <u>from</u>:</p> <ul style="list-style-type: none"> <li>- 2x parades per week from May-September on the water</li> <li>- Midland Boat Station</li> <li>- Unit Boating Weekends</li> <li>- District Boating Weekends</li> <li>- Competition Training and Competitions</li> </ul> <p><b>Competitions / Community Events:</b></p> <p>Birmingham Stirling has had another superb year when it comes to competitions. We continue to lead the way in District competitions, with the highest cadet entries across the other 7 units, with 128,896,150,5 of the Sailing Competition, as well as good attendance at community events. We have maintained our good relationship with local organisations such as Meriden Rotary Club, <del>St. Cap</del>, All Saints Church, Shard End Police, Shard End Communities, Castle Bromwich Council and Arden Hall, as well as keeping in touch with the local councillors. Events / Competitions include:</p> <ul style="list-style-type: none"> <li>- Party in the Park - Arden Hall</li> <li>- Christmas Sleigh Run + Morrisons Collection - Meriden Rotary Club</li> <li>- Sea Sunday Service</li> <li>- Remembrance Parade (Shard End)</li> <li>- Ward End Fire Station Open Day</li> <li>- VE Day Event</li> <li>- Shard End Police Engagement Day</li> <li>- District Drill Competition</li> <li>- District and Area <del>Boat</del> Regatta</li> <li>- District Rowing Regatta</li> </ul> <p><b>Highlights of 2025:</b></p> <ul style="list-style-type: none"> <li>- Retention score of 5 - Average stay is 32 months of cadets.</li> <li>- Retained Adults</li> <li>- Recruitment of 4 x Adult Volunteers (2 transferring from <del>oslabouria</del> Warwickshire district, and 2 new adults into the organisation)</li> <li>- Opening of the Park Hall Academy in March 2025, and now have a stable division of 12 cadets (with one cadet transferring to Stirling unit)</li> <li>- Completion of the new Galley, which has been used for Unit and District courses, we are already seeing the benefit of this.</li> <li>- Another successful Open Day/Fundraising Day, bringing the community together.</li> <li>- Still remain the unit with the highest percentage within the district of cadets signed up to the Cadet Portal</li> <li>- Retained the Burgee, with a Captains Commendation</li> <li>- Gold Burgee - we received a Gold Burgee which was awarded to certain units throughout the Sea Cadets for their attempt on growth. We achieved through Park Hall Division.</li> <li>- Introduced a Deputy Unit Training Officer, to take some of the pressure from the UTO.</li> <li>- PO R Wiffen stepping up to become the Divisional Officer - Park Hall Academy.</li> <li>- Membership at MBS, which has been utilised weekly for boating parades, and 2x Unit Weekends.</li> <li>- Volunteers providing their time to MBS to teach and support courses</li> <li>- Maintained the strong working relationship between the adult delivery team and the UMT</li> <li>- Maintained strong working relationships with local community groups</li> </ul> <p>Ms Kealey Veitch <a href="mailto:chair@birminghamstirling.org.uk">chair@birminghamstirling.org.uk</a></p> <p>Registered Charity 522697</p> <p>Sub Lieutenant (SCC) Joseph Nelson RNR - Commanding Officer <a href="mailto:joseph.nelson@birminghamstirling.org.uk">joseph.nelson@birminghamstirling.org.uk</a></p>	 <p>Birmingham Stirling (Unit 39) of the Sea Cadet Corps Pithall Road, Shard End, Birmingham, B34 7PT Tel: 0121 748 6417 Email: <a href="mailto:hello@birminghamstirling.org.uk">hello@birminghamstirling.org.uk</a></p> <ul style="list-style-type: none"> <li>- Continuing to lead the way in District competitions (highest cadet entries across all except Sailing)</li> <li>- Main host unit for District courses</li> </ul> <p><b>Final Comments:</b></p> <p>Thank you to all the volunteers, UMT, District Team, the Area team as well as the parents, supporters and more than anything the cadets. Without you all, our unit would not be <u>here</u> so I appreciate the support and look forward to the next 12 months.</p> <p>On a separate note, thank you to Kealey, who has stepped down as the Chairperson after 2 years. Your support over the last 24 months has been incredible, especially taking on a role that is new to yourself. You have allowed the unit to move <u>forward</u> and you have left it in a manageable position for the next chairperson.</p> <p>Our plan for the next 12 months is to continue recruiting and retaining cadets, recruitment of at least 1 x CFAV to be based at Park Hall Academy, begin to promote and push DoE within the unit by identifying a DoE officer, and purchase a new Unit Minibus so we can continue to utilise facilities at Midland Boat Station and travel to district/area competitions, events and courses.</p> <p>Ms Kealey Veitch <a href="mailto:chair@birminghamstirling.org.uk">chair@birminghamstirling.org.uk</a></p> <p>Registered Charity 522697</p> <p>Sub Lieutenant (SCC) Joseph Nelson RNR - Commanding Officer <a href="mailto:joseph.nelson@birminghamstirling.org.uk">joseph.nelson@birminghamstirling.org.uk</a></p>		
4 Financial Report			
Election/Re-election of UMT	Kealey- Stood down as Chair Magda- Stood down as UMT Kealey stand in as UMT member- Joe/Vicki Vicki-Kealey/Sarah Sarah-Vicki/Joe Joan-Kealey/Sarah Anita-Joe/Vicki Andre- Joe/Kealey		
Accounts proposal	Propose accounts to adoption- Kealey. Seconded- Vicki.		
Previous AGM minutes	Proposed- Vicki Seconded- Michelle (District Chair)		

Independent Examiners Report			
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**Cecile Hunt FMAAT**  
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**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 31<sup>st</sup> March 2025.

**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.

*C Hunt*

Cecile Hunt FMAAT

Date: 31 August 2025

**aat** AAT Licensed Accountant  
Licensed and regulated by AAT under licence number 3129

**Statement of Activity**  
**Birmingham Stirling Unit 39 of the Sea Cadets Corps**  
 April 1, 2024-March 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
<b>Income</b>	
Cadet Course	965.00
Cadet Subs	8,632.50
Donations	9,413.02
Grants	81,469.87
Refunds	33.99
Sales	1,521.18
Venue Hire	1,935.00
<b>Total for Income</b>	<b>£103,970.56</b>
<b>Cost of Sales</b>	
<b>Gross Profit</b>	<b>£103,970.56</b>
<b>Expenses</b>	
Bank charges	5.00
Boat Repair and maintenance	11,204.43
Computer Costs	79.99
food and meals	3,156.84
fuel charges	343.79
Insurances	3,459.70
INTERNET/PHONE	606.48
Motor Vehicles repairs	317.84
Office Equipment Cost	597.24
Office/General Administrative Expenses	1,293.02
Other Professional Services	763.07
Printing, Postage and Stationery	6.70
Raising funds	169.30
Rent or Lease of Buildings	5.00
Repair and maintenance	63,936.08
Rewards	257.00
Training Resources	96.09
Travel and Accommodation	8.00
Uncategorised Expense	90.84
Utilities	5,809.82
Vehicles Costs and charges	1,375.94
Waste	1,606.96
<b>Total for Expenses</b>	<b>£95,189.13</b>
<b>Net Operating Income</b>	<b>£8,781.43</b>
<b>Other Income</b>	
<b>Other Expenses</b>	
Reconciliation Discrepancies	28.80
<b>Total for Other Expenses</b>	<b>£28.80</b>
<b>Net Other Income</b>	<b>-£28.80</b>
<b>Net Income</b>	<b>£8,752.63</b>

Next UMT meeting arranged hosted by District Chair Michelle Meeson-White who has stood into Chairperson for Birmingham Stirling Unit until a new chair is in position.