



BIRMINGHAM (SHERBOURNE) UNIT 41 OF THE SEA CADET CORPS

TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022



REGISTERED CHARITY NUMBER: 522889

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REPORT OF THE TRUSTEES OF BIRMINGHAM (SHERBOURNE) UNIT 41 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 2022. 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

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
- Allowing 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 taking courses to earn badges and promotions

Based in an area of high deprivation, Birmingham Sherbourne recruits from amongst the top 10% most deprived constituencies in England and the top 5% in Birmingham with over 40% of our young people presenting with either learning or behavioural disabilities.

Organisational Achievements and Performance

- Added a Unit owned powerboat to the fleet.
- Refreshed our relationship with Bartley Green Sailing Club and negotiated terms for accessing club run activities to enhance the offer to our cadets and adult volunteers.
- Purchased a container for storage to use at Bartley Green Sailing Club to free up space at the unit.
- Successful negotiations with Birmingham City Council over the lease for the land and the building.

Chairs Report – Paul Cashmore

UMT received notice in May 2022 that Jon Clarke would be stepping down from his role as Chair due to work commitments, he confirmed he would continue to play an active role within the Unit Management Team. UMT would like to thank Jon for his success and achievements during his time as Chair.

The Board of Trustees has again been successful in securing capital grants during 2021/2022 Details of our supporters is acknowledged in the financial statements.

Commanding Officers Report – S/Lt (SCC) Rebekah Handley RNR

All Sea Cadet Units are subject to rigorous annual review of our training, management, safety and efficiency. Based on this review, Birmingham Sherbourne unfortunately lost the Burgee award for 2021 and instead received a Pennant award, this award is the one below a Burgee which is the highest award a Sea Cadet unit can receive in recognition of the achievements and hard work of the young people and adult volunteers who support them. Regardless of the fact the unit lost the Burgee award this year, we have all come together to achieve the standards required to gain the award back and I am extremely proud of the staff and cadets for their efforts since losing the award.

The past 12 months since the last AGM have seen the unit continue to grow with both adult and cadet numbers which allows us to offer our cadets a broader range of activities both on and off the water. We have built up stronger relationships with units from around the district whilst also becoming a central venue for both district, area and national events. The unit has officially now gained the use of an MOD powerboat and is able to use it during various parts of the year which means we do not need to rely on the use of Bartley Green Sailing Club's powerboats.

Achievements April 2021 - March 2022

Over the last year our young people have achieved much against a difficult backdrop.

It will take time to rebuild post covid to the Units former stature, however even with reduced numbers we continue to move forward.

A number of specialisations and proficiencies have been undertaken and cadets continue to work through the CTP to gain promotions.

We have our first Petty Officer Cadet for some considerable time. Whilst Cadet Owen was promoted to leading cadet within the year, she has now gone on to gain her Petty Officers rate this July.

The cadets have supported District and Area competitions as we have come out of lockdown, participated in a number of joint waterbourne events with other units and attended Remembrance Sunday and Trafalgar day parades.

Plans for 2022/2023

The charity continues to work to secure funding to realise a number of projects, these include

- Maximise income through the HMRC's Gift Aid donation scheme including analysis of income to identify funds raised appropriate for claiming via Gift Aid Small Donations Scheme (GASDS)
- Invest in volunteer recruitment, learning and development to enable delivery to the cadets by introducing unit run quarterly staff training days with targeted sessions based on skills gap analysis
- Continue to maximise access to funds to develop a unit held bursary fund via our networks to enable more young people to take advantage of external training opportunities such as attendance on offshore courses
- Increase our sailing boat fleet with an additional Quest or Zest to double the number of cadets on the water.
- Recruitment drive for unit staff and UMT members is planned to ensure our cadets are getting the full sea cadet experience.

Finance Review

Opening Balance of all accounts = £9,937

Closing Balance of all accounts = £12,094

Funding for this year has come from numerous sources. This has enabled us to fully finish the Galley refurbishment ready for use by third parties, purchase a powerboat and invest in training materials for our cadets for when training is based on the unit premises. Fundraising will continue to be a major focus this coming year especially with the ongoing cost of living crisis that has hit the UK.

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 2022, the total of the charity's reserves stood at £12,094 of which £9,401 was unrestricted and £2,693 restricted.

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 formed as an unincorporated charity on 3rd November 1942 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 31st 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 from various aspects of the 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 15th November 2022

Paul Cashmore, Chair of the Board of Trustees

Legal and Administrative Information

Charity Details:

Charity Name: Birmingham (Sherbourne) Unit 41 of the Sea Cadets Corps

Charity Status: Unincorporated

Registered Charity Number: 522889

Registered Office and
Operational Address: 1667 Pershore Road
Stirchley
Birmingham
B30 3DR

Telephone Number: 0121 486 1773

Trustees:

Chair: Mr Jonathon Clarke (stepped down 8th May 2022)
Mr Paul Cashmore (appointed 8th May 2022)

Treasurer: Mrs Ceri Owen

Trustees: Mr Jonathon Clarke (appointed 8th May 2022)
Miss Lacie Black (stepped down 9th Jan 2022)
Mrs Pat Thomas (stepped down 6th Mar 2022)
Mr Ken Thomas (stepped down 6th Mar 2022)

Secretary: Mrs Anita Ward

President: Mr Steve McCabe

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

Independent Examiner: Bev Richardson M.A.A.T.
Charity AID Accountancy Services
Woodland Lodge, Dunston Business Village
Stafford Road, Dunston
Staffordshire
ST18 9AB

Bank: Lloyds Bank
789 Bristol Road South
Northfield
Birmingham
B31 2NP

Acknowledgements

Birmingham (Sherbourne) Unit 41 Sea Cadets Corps would like to publicly acknowledge and thank the following organisations and donors for their financial support during 2021/2022.

* Birmingham City Council

* Open House CIC

* MSSC

* The Sherbourne Club

* The National Lottery Fund

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
BIRMINGHAM (SHERBOURNE) UNIT 41 OF THE SEA CADET CORPS.**

I report on the financial statements of Birmingham (Sherbourne) Unit 41 of the Sea Cadets Corps for the year ended 31st March 2022 which are set out on pages 8 to 11

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.

Bev Richardson M.A.A.T.

Date: 15th November 2022

On Behalf of Charity AID Accountancy Services

Woodland Lodge
Dunston Business Village
Stafford Road
Dunston
Staffordshire
ST18 9AB

BIRMINGHAM (SHERBOURNE) UNIT 41 OF THE SEA CADET CORPS.**Receipts and Payments Account for the period 1st April 2021 – 31st March 2022**

	Note	Unrestricted £	Restricted £	2022 £	2021 £
<u>RECEIPTS</u>					
Donations	1	10,967	11,132	22,099	34,191
Charitable Activities	2	3,932	0	3,932	3,829
Fundraising	3	1,417	0	1,417	62
Investments	4	278	0	278	0
Sales	5	1,830	0	1,830	1,083
Other Receipts	6	829	0	829	0
TOTAL RECEIPTS		19,253	11,132	30,385	39,165
<u>PAYMENTS</u>					
Raising Funds	7	1,234	0	1,234	3,300
Charitable Activities	8	902	5,736	6,637	2,604
Overhead Costs	9	8,589	3,198	11,787	9,798
Maintenance Costs	10	5,999	2,121	8,120	21,341
Other Costs	11	100	0	100	3
Governance Costs	12	350	0	350	350
TOTAL PAYMENTS		17,174	11,054	28,228	37,396
<u>ASSETS & INVESTMENTS</u>					
Fixed Assets & Investment	13	0	0	0	0
		0	0	0	0
TOTAL PAYMENTS		17,174	11,054	28,228	37,396
Net incoming resources		2,079	78	2,157	1,769
Transfer between funds		0	0	0	0
Cash funds from last year		7,322	2,615	9,937	8,168
TOTAL CASH FUNDS		9,401	2,693	12,094	9,937

BIRMINGHAM (SHERBOURNE) UNIT 41 OF THE SEA CADET CORPS.

Statement of Assets and Liabilities as at 31st March 2022

ASSETS AND LIABILITIES

	Unrestricted	Restricted	2022 Total
	£	£	£
CASH FUNDS			
Business Account	5,855	0	5,855
Treasurers Account 1	1,211	2,693	3,904
Treasurers Account 2	2,191	0	2,191
Petty Cash Account	144	0	144
	9,401	2,693	12,094

OTHER MONETARY ASSETS 0 0 0

INVESTMENT ASSETS 0 0 0

ASSETS RETAINED FOR THE

CHARITY'S OWN USE

	Current Value
Land and Buildings	0
Waterborne	36,298
Vehicles	3,113
Computers	6,674
Band	6,075
Other Equipment	0
	52,160

LIABILITIES

Independent Examination 350

The financial statements were approved by the Board of Trustees on 15th November 2022 and were signed on its behalf by

Mr Paul Cashmore, Chair

Mrs Ceri Owen, Treasurer

Signature:

Signature:

BIRMINGHAM (SHERBOURNE) UNIT 41 OF THE SEA CADET CORPS.

Notes to the Accounts

	Unrestricted £	Restricted £	2022 £	2021 £
1 Donations				
MSSC Annual Fund/Grant	0	1,132	1,132	200
Other Grants	2,667	0	2,667	33,943
Ward Room	225	0	225	0
Other Donations	8,075	10,000	18,075	48
	10,967	11,132	22,099	34,191
2 Charitable Activities				
Cadet Contributions	2,946	0	2,946	2,320
MSSC Refunds	0	0	0	0
Competition Receipts	120	0	120	0
Course Fees	866	0	866	1,149
Other Charitable Activities	0	0	0	360
	3,932	0	3,932	3,829
3 Fundraising				
Fundraising	5	0	5	62
Special Events	0	0	0	0
Property Rental	1,412	0	1,412	0
	1,417	0	1,417	62
4 Investment				
Interest	278	0	278	0
	278	0	278	0
5 Sales				
Sale of Fixed Assets	0	0	0	0
Sale of Cadet Victualing	1,770	0	1,770	1,083
Sale of Goods	60	0	60	0
	1,830	0	1,830	1,083
6 Other Receipts				
Sundry Receipts	829	0	829	0
	829	0	829	0
7 Raising Funds				
Fundraising (victualing)	626	0	626	3,300
Fundraising (other)	0	0	0	0
Special Events	608	0	608	0
	1,234	0	1,234	3,300

BIRMINGHAM (SHERBOURNE) UNIT 41 OF THE SEA CADET CORPS

Notes to the Accounts continued

	Unrestricted £	Restricted £	2022 £	2021 £
8 Direct Charitable Activities				
Competitions	0	0	0	0
Travel & Fuel	454	139	593	66
Catering	272	0	272	35
Training & Courses	0	972	972	2,503
Training Materials	0	4,625	4,625	0
PPE & Branded Clothes	176	0	176	0
	902	5,736	6,637	2,604
9 Overheads				
Rent & Council Tax	162	0	162	68
Heat, Light & Water	3,741	0	3,741	3,597
Telephone & Broadband	951	0	951	867
Postage, Printing & Stationery	194	0	194	16
IT Consumables	200	0	200	0
Insurance	2,406	0	2,406	2,253
Certification	419	0	419	0
Alarm Monitoring	105	0	105	0
Unit Health & Hygiene	410	0	410	0
Equipment	0	3,198	3,198	0
Materials & Cleaning Products	2	0	2	2,997
	8,589	3,198	11,787	9,798
10 Other costs & Maintenance				
Building & Grounds	4,107	0	4,107	21,238
Waterborne	0	1,563	1,563	0
Vehicles	1,304	0	1,304	103
Computers	588	558	1,146	0
	5,999	2,121	8,120	21,341
11 Other Costs				
Sundry Costs	100	0	100	3
	100	0	100	3
12 Governance Costs				
Audit & Accounts Preparation	350	0	350	350
Professional Advice	0	0	0	0
	350	0	350	350
13 Assets & Investments				
Fixed Assets	0	0	0	0
	0	0	0	0