



**Hove & Adur Sea Cadet Unit
&
The Lizard Host Unit Boating Station**

Annual Report and Accounts 2022-23

Charity Number 1013313

OFFICE BEARERS 2022-2023

Mr Peter Martin	President
Mr Michael Baycroft	Communications
Mrs Marie Carr	Secretary
Mr Douglas Cully	Treasurer
Mr John Dean	Fundraising
Lt Cdr Roger Martin RN	Chairman
Sgt Mat Callow RMCD	Commanding Officer
Mr Gary White	Host Unit Boating Station
Cdr Ian Wright RD RNR	Vice Chairman
Ana Roca-Martin	PASA Chair

MEETING LOCATIONS

CADET CENTRE

Not a postal address

Drill Hall, Marmion Road

HOVE, BN3 5FS

Telephone: 01273 770656/07990 591187

LIZARD BOATING STATION

Not a postal address

The Lizard Boating Station

Wellington Road

Portslade, BN41 1ET

Telephone: 01273 418400

COMMUNICATIONS

Website	http://www.sea-cadets.org/hoveadur/home.aspx
Facebook Group	TS King Alfred SCC
Email	hoveandadurseacadets@gmail.com
Letters	156 St Leonards Avenue HOVE BN3 4QN

Trustees report

Notes:

1. The reporting period for the Annual Report and Accounts required by the Charity commission and the Marine Society and Sea Cadets (MSSC) should finish on 31 March 2023 but, as in previous years, this report covers the period to 30 September 2023 to better align with our activities and inspections.

Charitable purpose

The charitable purpose of the Unit (the Purpose) 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).

Objectives

In order to focus the efforts of the very small group of volunteers responsible for running the unit the UMT adopted three core objectives namely: A Great Cadet Experience, A Centre of (boating) Excellence, and Managed Unit Growth. Whilst all statutory and other issues are covered at UMT meetings these three objectives are specifically monitored and briefed at all meetings and that format is followed below.

Objective One - A Great Cadet Experience

The unit has had another good year with all cadets achieving qualifications and/or promotions. Our cadets represented the Unit in District competitions in Swimming, Football, Piping and Drill, Rowing, Sailing, Paddlesport and First Aid, with our cadets coming first at both Rowing and Sailing. Our cadets then represented Sussex District in Area competitions Swimming, Football, Paddlesports and Sailing (Rowing was cancelled). At this level, PO Cadet Hettie Carter and Leading Cadet Emily Olliver were the winning team for Sussex District in the Area Sailing competition with the trophy joining the unit's silverware. With POC Carter unavailable, Ordinary Cadet Brenner crewed for LC Olliver and they came mid-table; a very creditable effort which won points towards Southern Area winning the competition.



POC Carter, LC Olliver and OC Brenner with the Area Dinghy trophy

Our cadets were heavily involved with community engagement drawing much praise wherever they went. Highly visible during Poppy collections our cadets also attended Remembrance events at Hove's North and South remembrance cemeteries and the Brighton War Memorial and took part in the Hove Remembrance Parade. Our cadets travelled to London to take part in the historic King's Coronation Parade and also attended a Christmas Carol Service. Whilst these events might be considered to be expected of a uniformed group, our cadets also took part in the Big Sleep-out and helped out with the Brighton half marathon and Run to the Sea events.

PO Carter represented the unit brilliantly as the Lord Lieutenant's Cadet for East Sussex and has now aged out of cadets but remains with us as a member of the uniformed staff.

While competitions and qualifications are important within Sea Cadets not everybody can be brilliantly sporty and/or academic. We place at least equal value in cadets upholding the values of the Corps as they develop into fine young adults. Our Awards evening, attended by the Deputy Lord Lieutenant, provided the opportunity to show the breadth of the qualities our cadets show and the following awards were presented:

Award	Recipient
Best Junior Cadet – Arun Division	Cadet S White
Best Cadet – Fittleton Division	Cadet Wills
Best Cadet – Kellington Division	Cadet 1 st Class Jogee
Best Cadet – Curzon Division	Leading Cadet Olliver
Best Cadet – Gibraltar Division	Lance Corporal Cashin
Most improved Cadet - Paddlesports	Marine Cadet L Mitchell
Most improved Cadets - Sailing	Petty Officer Cadet Carter
	Leading Cadet Olliver
	Ordinary Cadet Brenner
Most improved Cadet – Rowing	Cadet 1 st Class Brooke
Most improved Cadet – Powerboat	Cadet 1 st Class Bolton
Best Marksman	Lance Corporal Cashin
Most improved in Fieldcraft	Royal Marine Cadet Baycroft
Community Award	Royal Marine Cadet May-Jones
The Duck Award	Petty Officer Cadet Carter
Sea Cadet Values	Ordinary Cadet Brenner
Royal Marine Ethos	Royal Marine Cadet Hobden
Best Cadet in first year	Cadet Kitching

For 2022-23 the Unit was awarded a Burgee (highest award).

Objective Two - A Centre of (boating) Excellence

This objective is met through The Lizard HUBS and includes the training enabled for other units' cadets. HUBS maintained Royal Yachting Association (RYA) status for dinghy sailing and power boat and is also accredited by British Rowing (BR) for both fixed and sliding seat instruction. HUBS also provides a number of canoes, kayaks and paddleboards enabling British Canoe Union (BCU) qualifications to be gained but, unfortunately, a recent ban of paddlesports within the harbour canal has reduced opportunities for this.

Hove and Adur Cadets are required by MSSC to achieve an average of 30hrs per cadet per year. They achieved the following on water hours during the period of this report:

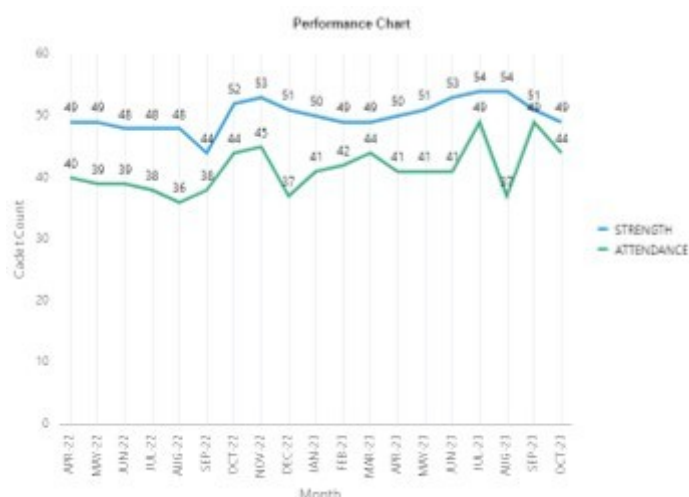
Discipline	Average hrs per cadet	
	Apr 2022 - Apr 2023	Apr 2023 - 30 Sep 2023
Sailing	15.67	17.52
Power	10.49	8.82
Rowing	25.49	13.54
Paddle-sport	0.96	4.72
Overall	52.61	44.60

General improvement and skill was recognised in the annual awards under Objective 1 but cadets also achieved a large number of externally recognised boating qualifications for (RYA) Power and Sailing and (British Rowing) Rowing and Paddlesports.

The Lizard Host Unit Boating Station (The Lizard) is on dual leases with our joint landlords Travis Perkins and Shoreham Port Authority and are in the process of be signed for another 5 years. A large amount of maintenance was conducted at the boating station under the leadership and direction of Mr Gary White. This work including significant safety welding, deck replacement and various building works. The unit has acquired an additional safety boat and an additional dinghy to support basic boating training.

Objective 3 - Managed unit growth

The unit remains constrained by a number of factors including our buildings/facilities, staff numbers and safe training ratios. Our official maximum is 48 cadets and, while the drill hall is not suitable for year round training and the classrooms seat a maximum of 29 cadets, the UMT have allowed expansion to 50 as we feel it important to provide youth with a worthwhile outlet in the light of reductions in youth facilities elsewhere. Attendance was good throughout the reporting period.



Attendance Apr 22 - Oct 23

Marmion Road drill hall remains rent free but, as we have no lease, we are restricted in our ability to improve the facilities. The UMT are working with our landlords SERFCA to try to alter the main hall to accommodate expansion but, due to a lack of SERFCA resources, nothing has again been achieved in the last year. Further liaison is due in November 2023.

Despite the exceedingly welcome additions to our numbers of adult volunteers, safely developing up to 50 cadets in different ages, ranks and uniforms is difficult. To address this the unit has been split into a number of rank and uniform based divisions, each with a dedicated divisional officer and assistant. The aim is to enable each member of staff to get to know better a smaller number of cadets and champion their individual progression and we hope this will enable us to engage even better with cadets (and parents/guardians/carers). A breakdown of cadet ages shows a couple of bulges but overall the profile is manageable; we are, however, unbalanced by gender with 34 male and 13 female cadets.

Age	JR	BJ	R M	Training pathway
10	4			JR: JC - LJ
11	3			
12		6		BJ: NEC - CFC RM: REC - MC
13		9	1	
14		4	5	BJ: CFC - AC RM: MC - MC1
15		2	3	
16		3	5	BJ: AC - POC RM: MC1 - SGT
17		1	1	
Total	7	25	15	Unit strength = 47

Unit bearing 30 Sep 2023

Unit Management Team

The Unit Management Team (UMT) met the statutory requirements for DBS, Safeguarding and Responsible for Information (RFI) training. The UMT easily passed the Unit Management Audit and the unit was deemed legally compliant and safe to train.

Being a Trustee can be very rewarding and the UMT are extremely keen to grow in numbers to enable the unit to remain viable. The Chairman would welcome approaches from anyone willing to become a trustee. In particular he would welcome more female involvement and also the wider perspective that minority trustees could provide. Depending on the trustee role undertaken, the time contribution varies greatly from a few hours a month to several hours per week and the Chairman is very happy to negotiate regarding availability!

Note of thanks

The UMT wish to thank all our Staff for the hard work and hours they have put into nurturing the cadets over this and previous years. Without their selfless dedication to providing a safe and educational environment the unit would not be able to function. We also wish to thank our Unit Assistants (UAs) and those parents/guardians who have assisted us in many ways, including the transporting of cadets to events.

Additionally, the UMT wish to thank our landlords (SERFCA, Travis Perkins and Shoreham Port) for their generosity and also Sussex Freemasons for their continued support.

Financial Statement

The formal accounts will be placed with the Charity Commission no later than 31 Jan 2024. A precis is at Annex B.

Those who wish for a very simplified explanation should be aware that the unit meets its running costs very largely through the cadet contributions (dues) and there is a small surplus to allow for emergencies. Capital items such as boats and boat station developments are not covered by this income but met by grants from external bodies if, and when, our submissions are successful. The unit remains solvent but by no means rich!

Final word

We can never have enough adult volunteers.

A handwritten signature in blue ink, appearing to read 'Roger', with a long horizontal flourish extending to the right.

Roger Martin

Chairman

Annex A Unit Review Supporting Comments

Annex B Unit accounts

Unit Review Supporting Comments

District Officer's Unit Review Comments

It is pleasing to see that TS King Alfred has continued to work well as team and has maintained a good attendance at District, Area and National level. The cadets appear happy and enjoying a good varied cadet experience, taking advantage of options available with outstanding 52.4 average boating hours. Although boating qualifications are surprisingly low.

Sgt Callow appointed as OIC Sep 2022 and communications and involvement has remained fluent with good backing from XO PO Olliver and Det Cdr Sgt Tim Mitchell, supported by his team of Adult Volunteers. There is a wide varied range of Instructors offering basic levels of training at the Unit, particularly on the waterborne side, again surprising considering the low amount of boating qualifications gained. It would be welcoming to see a broader selection of Adults supporting and progressing in Instruction at District/Troop and Area/Company Courses, this does appear to come down to the same few adults.

Cadet Numbers appear to be consistent and healthy alongside Cadet Promotions appearing to be on track, with clear progression from last URV. There are three able cadets which appear to be on track for Leading Cadet, AC Sharman recently completed LC Board waiting on Leadership update to be promoted, with AC Olliver booked on to the upcoming board, Good Luck.

Congratulations to POC Hettie Carter for achieving her POC and being awarded Lord Lieutenant Cadet 2022, a very well deserved award. It is also good to see advancements for RM cadets also appears to be on target with four cadets achieving Lance Corporal and two hoping to progress to Cpl later this year.

Uniforms continue to require attention to detail with some ill-fitting and over worn uniforms. Support is available throughout Sussex to obtain uniform transfers.

Congratulations to the UMT for excellent procurement and use of grants ensuring a continued improved healthy and safe HUBS. The whole team is commended and very much appreciated for the opportunity offered not only to Hove cadets but also to cadets from local units allowing cadets to take part in waterborne training through Holiday Active.

Overall TS King Alfred has continued to offer a good, happy, safe training environment for both cadet and adult volunteers. And you all should be very proud of your continued achievements as a Unit remaining in the top echelon of Sussex District Sea Cadets. Well done to you all and keep up the great work. Thank you.

Lt Cdr (SCC) Alison Kennedy (RNR)

Area Officer's Summary

The period of this UR is from March 22 to Feb 23 and an RNP was conducted on 7 March 23. Hove Unit is constrained to a certain extent by its location and SERFCA links, however, has performed well during a difficult year. Staff and leadership changes have occurred, however, there has been little change on overall output.

Drill, ceremonial and dress were all at a good standard during the RNP. The cadets were fully engaged and happy to chat about their experiences. Senior cadets should take advantage of competitions and District parades to develop the additional snap required to steadily improve the overall impact.

The advantage and success of the Lizard HUBS is evident. Achieving 53 Boating hours / cadet is impressive, covering the main disciplines of sail, rowing and power. Whilst some excellent boating qualifications have been achieved including grade 3 and 4 sailing, increasing the outcomes to cover all cadets is required. This could be achieved by challenging the cadets to 'gaining 1 additional qualification each' during the year, a challenge that has reaped rewards in other units.

Recruitment is steady, running at 133% agreed capacity and promotions are good with a POC amongst the BJ ranks. It would be good to promote Cdt Cpls within the RMCD to develop a balance of seniority across the unit. Retention is always positive currently at 40 months, which indicates the desire of the cadets to engage fully with the units activities.

The unit maximises training opportunities at District, Area and National level and have enjoyed offshore voyages on board TS Royalist, Petchey and Jerwood, highlighting a desire, confidence and culture of the cadets to broaden their experience away from the unit which is excellent.

Competitions are very well attended at District and Area level. Having achieved over 350% engagement the desire of the unit to attend a National competition is very evident, and with this commitment, will occur in due course.

Hove Unit are a fundamental part of the community supporting a wide variety of events including parades, poppy collections, and formal events as well as fun activities including Raft Races, fun runs and Flag bearing at the local cricket ground. Overall, an excellent experience and this provides vital PR for the unit and the MSSC alike.

The RNCD is worthy of note as it has excellent numbers and combined Fieldcraft and boating hours extremely well. This detachment is going from strength to strength and could easily be Gibraltar Cup representatives in due course.

Staff are dedicated, have a raft of varied qualifications and willingly support District and Area activities, as well as Holiday Active at the HUBS. Overall an excellent year very well done.

Cdr Trevor PRICE RN

Captain Sea Cadet's Comments

Hove unit has shown its strength by changing Command with little impact on output. Well done to the UMT and especially the Chairman for strong leadership and management. The management of Lizard HUBS is also worthy of recognition, especially the engagement with other units and during Holiday Active sessions. Thank you for your support. Hove is a strong unit with dedicated and well qualified staff that enables a varied cadet experience. Very well done on achieving a Burgee.

Captain Philip RUSSELL RN

Accounts

The accounts were approved by the Examiner and will be forwarded to the Charity Commission and MSSC by the Treasurer once voted on and approved at the AGM.

Year on year trading comparison

Opening balance	2021-2022	£17819.07	2022-2023	
Receipts				
Donations	13,983.96		8,585.00	
Fundraising	125.80		4,191.51	
Generated	1,623.50		1,771.50	
Grants	5,700.00		18,365.95	
Training	3,550.03		938.00	
Unearned	4,457.04		1,694.87	
		29,440.33		35,546.83
Payments				
Charitable activity	2,499.07		4,760.84	
Operating	23,984.88		22,088.79	
Overheads	3,969.88		3,961.56	
Fees /Charges	100.00		100.00	
		30,553.83		30,991.19
Trading balance for the year		-1,113.50		4,635.64
Balance carried forward				£22,454.71

Financial Year 1st April 2022 to 31st March 2023 - detail report

Receipts			Payments		
Donations		8,585.00	Charitable activities		4,760.84
Cadet donations	8,285.00		Course fees - external	859.40	
Bursaries - restricted	300.00		Course fees - internal	12.99	
Fundraising		4,191.51	Training materials	981.16	
Community events	200.00		Fuel	2,698.86	
Other	3,991.51		MSSC travel refund	-99.16	
Generated		1,771.50	Catering	34.14	
Property rental	1,742.50		Fundraising costs	163.45	
Sale of goods	29.00		Special events	110.00	
Grants		18,365.95			
External - restricted	15,865.95		Operating		
External - unrestricted	500.00		Health, hygiene etc	64.90	
MSSC - restricted	2,000.00		Office equipment	391.97	
Training		938.00	Stationary/Printing	120.28	
Course fees - external	-28.00		IT consumables	148.65	
Course fees - internal	966.00		Building maintenance	16,867.80	
Unearned		1,694.87	Grounds maintenance	309.23	
Bank interest	64.16		Boats maintenance	1,869.63	
Gift Aid	1,630.71		Vehicle maint' & MOT	482.20	
			Resale goods	269.09	
			PPE & Branded goods	767.05	
			Various unit assets	797.99	
			Overheads		3,961.56
			Sewage	240.00	
			Electricity	432.23	
			Broadband	143.90	
			Telephone	1,224.90	
			Insurance - MSSC	1,090.63	
			Insurance - non MSSC	595.00	
			Certification	229.90	
			Fees/Charges		100.00
			Other	100.00	

Assets & Depreciation

Item	Cost	Depreciated on to 01/04/22	Additions 2022-2023	Depreciated on 2022-2023	Net book value
Boats					
Historic craft	35,091	31,690		850	2,551
Rescue RIB	17,744	10,258		1,872	5,614
General kit	7,470	3,730		623	3,740
Vehicles	24,608	22,358		2,250	3,000
					£14,905

All assets 25% Reducing Balance method.



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of	Hove & Adur		
On accounts for the year ended	31st March 2023	Charity no	No 1013313
Set out on pages			

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those 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 undertaken 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 statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material

respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- 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 accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed: W. OWING Date: 30.08.23

Name: WENDY STRIDES

Relevant professional qualification(s) or body (if any):

ATT
AAT

Address:

22 E SHAKESPEARE STREET

Hove

EAST SUSSEX BN3 5AG