

Area 6 Chairman's Report

AGM/Area Meeting - February 2025

As I write my final report as the Area 6 Chairman, I reflect on not only 2024 but my tenure as Chairman over the past 6 years, having taken over from Bob McGuinness in 2019. Since that time, I am proud of what we have accomplished as a team and I am confident it will continue to be one of the best Area's within the country.

Initially I found the Area to be very poorly attended and somewhat disjointed. Records and information on Branches was almost non-existent and what was available, was on paper and usually out of date. This all changed over the next few years with the introduction of:

- New Committee Members especially in key roles
- The use of IT
- Connecting and communicating with Branches no matter how small
- Making the attendance of Area Meetings efficient but 'fun' allowing shipmates from around the Area to meet and get to know each other.
- The introduction of a Area Steering Group that 'brainstormed' ideas to initiate improvements.

The RNA as an organisation, has also changed over the past few years and is still having to adapt to new rules and regulations to make it compliant within the Charity Sector. The Area must continue to give its support to Branches especially in Communication, Welfare and Accounts and to be a link between CO and individual Branches. Something we have achieved and are continuing to build on.

THE YEAR OF 2024:

The Area:

The AGM/Area Meeting was hosted by Rushden Branch. It was a great success and very well attended. There was an extremely good buffet provided, plus entertainment and a raffle. My thanks goes to everyone who contributed to the organisation of the event.

The July Meeting was hosted by First Garden City Branch at the Jakeman Centre and my thanks goes to Penny Jarvis and all her team who worked hard to provide the facilities including an excellent buffet. Attendance was high, discussions were lively, which was coupled with good interactions between everyone.

The October Meeting was as usual held via Zoom, setting the agenda for the 2025 AGM as well as analysing and discussing current issues. Attendance could have been better.

In December Mike Milne in conjunction with Penny organised a Bucket Collection at Letchworth Tesco Supermarket. This was well supported by shipmates from around the Area and my thanks goes



to everyone who gave up their time to help. Although the count was not as high as expected it still put much needed money into the Area Account and is a blueprint for future collections.

2025:

Dates for your Diary:

Saturday July 12th - July Area Meeting - Venue tbc.

Saturday 11 October - Area Meeting via Zoom.

National:

The Conference in 2024 was held in Cardiff, and although there were initial venue problems, the weekend was very successful. Drinks at the hotel were somewhat expensive, but 'Jack and Jenny' being resourceful, decided that the local Weatherspoon's (500 meters away) was the place to be!! The Sunday Parade was excellent being conducted at the harbour next to the Welsh Millennium Centre.



In 2025 the Conference is to be in Portsmouth. Details are now available in the January Semaphore Circular. Accommodation is to be booked individually and the package of events will cost £120pp. This has been significantly subsidised. Remember the Conference is for everyone and a time to catch up with shipmates and to learn about what the RNA does for you.

Other events that are also being held during the year include the Army Navy Rugby match at Twickenham on May 3rd. The Bicentennial Royal Naval Associations Parade at the Cenotaph on Sunday September 12th and the RNA's 75th Anniversary Charity Concert starring Fishermen's Friends, Royal Marines Band and our very own RNA Choir. Date: Wednesday 22 October in Portsmouth. Further details to follow.

2025 is also the 80th Anniversary of VE and VJ days. You are encouraged to support events wherever they may be. Details of some of the events are available via the RBL website.

Summary:

It has been a privilege to be the Area 6 Chairman but it is now time to hand over 'Bridge Control' to someone else. I am encouraged that a number of shipmates have put their names forward and will always be available to give support if required.

Going forward, I will continue as a Branch delegate for the National Conference as well as the prime Branch Standard Bearer for Peterborough. I will also be willing to deputise for the Area Standard Bearer should I be available and if required.

Yours Aye,

Paul Godfrey
Area 6 Chairman.

<h1 style="text-align: center;">AREA INCOME</h1> <h2 style="text-align: center;">FOR YEAR 1 JANUARY TO 31 DECEMBER 2024</h2>	
RNA AREA	6

CHARITABLE GRANTS & DONATIONS RECEIVED BY THE AREA IN 2024	
	£
	£
	£
	£
	£
	£
	£
	£
	£

* more lines can be added to this table if required

OTHER AREA INCOME for 2024	
Sale of RNA Slops / Merchandise	£
Donation / Capitation (Central Office & Branches)	£140.15
Bank Interest	£
Investment Interest	£
Other Area Income for the Year as summarised below:	
<i>Social Events</i>	£395.00
<i>Misc – Swindon Branch</i>	£27,000.00
<i>Fund Raising</i>	£375.41
<i>From Barclays + Cash – Carterton Branch</i>	£1,424.50
<i>From NatWest to Close – Carterton Branch</i>	£1,012.18
<i>Expenses paid by Area refunded – Carterton Branch</i>	£251.72
<i>From Barclays + Cash – Leighton & Linslade</i>	£333.53
<i>From High Wycombe to Cash – High Wycombe</i>	£1,568.61
<i>From Bank AC to Close – Banbury Branch</i>	£240.39
<i>Expenses paid by Area refunded – Swindon Branch</i>	£174.11
TOTAL	£32,915.60

* more lines can be added to this table if required

TOTAL AREA INCOME for 2024	
Charitable Grants & Donations received in 2024 (from Box 1)	£
Other Income (from Box 2)	£32,915.60
TOTAL INCOME	£32,915.60

* All transactions, including cash, must be included

AREA EXPENDITURE

FOR YEAR 1 JANUARY TO 31 DECEMBER 2024

RNA AREA **6**

CHARITABLE GRANTS & DONATIONS MADE BY THE AREA IN 2024

	£
	£
	£
	£
	£
	£
	£
TOTAL	£

Box 4

* more lines can be added to this table if required

OTHER AREA EXPENDITURE for 2024

Life Membership Applications	£
Certificate of Appreciation Applications	£
Purchases of RNA Slops / Merchandise	£
Bank Charges	£
Other Area Expenditure for the Year as summarised below:	
Insurance	£189.65
Social Events	£329.91
Area Expenses	£915.32
Rum	£92.50
Admin Expenses	£129.53
Carterton Branch	£1,747.31
Banbury	£16.39
Leighton & Linslade	£55.28
Swindon to HQ	£27,000.00
Swindon Expenses	£174.11
Misc – Letchworth £50, Examiners £15	£65.00
TOTAL	£30,715.00

Box 5

* more lines can be added to this table if required

TOTAL AREA EXPENDITURE for 2024

Charitable Grants & Donations made by the Area in 2024 (from Box 4)	£	From Box 4
Other Expenditure (from Box 5)	£30,715.00	From Box 5
TOTAL EXPENDITURE	£30,715.00	Box 6

* All transactions, including cash, must be included

AREA BALANCE SHEET AS AT 31 DECEMBER 2024	
RNA AREA	6
Charity Commission Number*	1073893

AREA FUNDS			
Balance B/Fwd from 31 December 2023		£7,395.04	See box 2 in 2023 returns
Add Total Area Income	(+)	£32,915.60	Box 3
Subtract Total Area Expenditure	(-)	£30,715.00	Box 6
Balance C/Fwd as at 31 December 2024	TOTAL	£9,595.64	Box 7
*Box 7 and Box 8 should agree			

LOCATION OF <u>ALL</u> AREA FUNDS			
Investments		£	
Balance in Current Account – Area 6		£6,583.69	
Balance in Deposit Current Account - Carterton		£941.09	
Balance in Welfare Current Account – High Wycombe		£1,568.61	
Balance in Social Current Account – Leighton & Linslade		£278.25	
Balance in any other Bank Current Account - Banbury		£224.00	
Cash in Hand, including Petty Cash		£	
Loans (outstanding), if any	(-)	£	
Un-Presented Cheques (Cheques written out 2023, cleared on Bank Statement 2024)	(-)	£	
*Box 7 and Box 8 should agree	TOTAL	£9,595.64	Box 8

The Balance Sheet is a snapshot of the worth of the Area at 31 December (Financial Year End). It shows what the Area owns (Bank, Cash etc) and what it owes (e.g. a Loan)

The Income & Expenditure Statements on the previous pages details the items in and out of the Area accounts during the year.

It therefore explains charitable activity during the year and this information is used in the RNA report to the Charities Commission.

It is important that all donations are in accordance with the RNA's charitable objects.


***If Area annual income regularly exceeds £5,000 then you should be registered with the Charity Commission.**

***If your Area is currently a registered charity but your income from all sources is regularly less than £5,000, then you should consider de-registering with the Charity Commission. [Remove a charity from the charities register - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/remove-a-charity-from-the-charities-register)**

Accounts scrutiny (by a competent finance person)

I certify that:

- a. All Area accounts and supporting records have been scrutinised and, as far as appears from my scrutiny of these, proper books of accounts have been maintained by the Area.
- b. All Bank Statements pertaining to Area accounts have been witnessed and signed.
- c. The above Balance Sheet and attached Income & Expenditure Account have been prepared from the books and records of the Area, and according to the information and explanations given to me by Area Officers, and in my opinion, these are in accordance therewith.

ACCOUNTS SCRUTINY	
Name	Andrew Howell
Signature	
Date	15/1/25
Qualification	ACIB

*Point 6 within the guidance notes at the beginning of this form details the level of scrutiny that the Area must adhere to relative to the value of assets (Box 7/8)

AREA BANK ACCOUNTS

RNA AREA	6	Area	6
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Area Account

Name and Address of Bank:	NatWest Borehamwood (A) Branch 80 Shenley Road Borehamwood, Herts WD6 1DZ		
Name of Account:	ROYAL NAVAL ASSOCIATION NUMBER SIX AREA		
Account Number:	50923730	Sort Code:	60-17-14
Name of Authorised Signatory 1	Gillian Clements	Area Position:	Treasurer
Name of Authorised Signatory 2	Geoff Apperley	Area Position:	Secretary
Name of Authorised Signatory 3	Paul Godfrey	Area Position:	Chairman
Name of Authorised Signatory 4	Ken Brown	Area Position:	Committee Member
Other Comments:	(including how many signatories are required to sign) 2 to sign On-Line Banking managed by the Treasurer & Chairman		

Area Account


Name and Address of Bank:			
Name of Account:			
Account Number:		Sort Code:	
Name of Authorised Signatory 1		Area Position:	
Name of Authorised Signatory 2		Area Position:	
Name of Authorised Signatory 3		Area Position:	


Name of Authorised Signatory 4		Area Position:	
Other Comments:	(including how many signatories are required to sign)		


* more tables can be added to this document if required to cover all accounts

Committee Check List before signature:

1. Balance B/Fwd from 31 December 2023 entered in Area Funds Box is equivalent to the amount declared on the 2023 Area Returns Form last year.
2. All Income and Expenditure has been correctly and clearly declared
3. All Area Funds (including all cash) have been declared in the 'Location of Area Funds' Table and correlate with bank statements
4. All Bank Account Details are correctly listed
5. Bank Statements are available for the 31st December 2024 for each Area Bank Account / Investment Fund
6. Accounts have been correctly audited relative to point 6 in the guidance notes and in any case is not one of, or related to any committee member of the Area.

AREA CHAIRMAN	
Name	Paul Godfrey -
Signature	
Date	16/1/25

AREA SECRETARY	
Name	Geoff Apperley
Signature	
Date	15 / 2 / 2025

AREA TREASURER	
Name	Gillian Clements
Signature	
Date	14th JANUARY 2025

<h1 style="text-align: center;">AREA INCOME</h1> <h2 style="text-align: center;">FOR YEAR 1 JANUARY TO 31 DECEMBER 2024</h2>	
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Date	15/1/25
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Name and Address of Bank:			
Name of Account:			
Account Number:		Sort Code:	
Name of Authorised Signatory 1		Area Position:	
Name of Authorised Signatory 2		Area Position:	
Name of Authorised Signatory 3		Area Position:	


Name of Authorised Signatory 4		Area Position:	
Other Comments:	(including how many signatories are required to sign)		


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