

Chairman's Report

I have been in post for a year now having taken over the role of Chairman in October last year, and it has been a 12-month period filled with progress and transformation, as well as evolution. Of note our Commanding Officer was selected and promoted to Commissioned rank, and we have also refreshed the committee, saying goodbye to some longstanding members and introducing new ones. It is worth of special mention that Richard Norris has made a great impact since joining the committee, undertaking many of the small but crucial tasks that we often find hard to prioritise; and of course, Simeon Cole continues to provide support and specialist machinery to help both maintain and improve the Unit.

The period has, of course, been impacted by covid-19 restrictions, but that has not stopped the instructional staff from providing a first rate experience to the cadets both face-to-face when permissible and also virtually when necessary. The unit has benefited from various covid-related grants that have shored up our finances and are allowing us to plan ambitiously for the future.

The Unit has, in my opinion, struggled with having the critical mass of instructional staff needed to deliver the best experience to the cadets but also provide balance to instructors ensuring they are not overburdened and over-stretched. This year has seen a phenomenal recruitment effort with a significant number of new staff joining the unit, both in 'dark blue' roles, and latterly 'green' roles. This has been a remarkable achievement and speaks volumes in the sense that instructors want to come and join the Ross and Monmouth unit. The atmosphere is positive, proactive, open and welcoming to new instructors and new ideas which is a real shift from where we were 5 years ago.

Another major focus of the year has been the activities associated with the establishment of a Marine Cadets detachment as part of the Unit. Offering the Marine Cadet experience will broaden our offering meaning we can appeal to impact the lives of more children in our catchment area. It also has the benefit of diversifying the unit and enriching the whole training environment for cadets whether they are nominally dark blue or green in uniform. Getting started along the path to a Marine Cadet detachment has involved a lot of effort, principally from the CO, in putting together a proposal for the detachment as well as recruiting the appropriate staff, who are few and far between, to make it happen. I am pleased to say that after a meeting with the Company Commander for our region earlier in the month I think we are very close to being in a position to Launch our Marine Cadet detachment.

Related to the above has been the work, lead by the Treasurer, to gain planning permission for an additional classroom and office to become the specific real estate of our new Marine Cadets. Planning Permission has in effect been granted subject to the discharge of 2 conditions which we have satisfied and Herefordshire Council have confirmed they are content with - it is just a case of waiting for the paperwork to catch up now. Such an endeavour is not cheap, and so we are actively engaging with an organisation to request funds in the form of a grant to enable us to install the new facility as soon as practicable. The good news is that our existing real estate, with some cosmetic alterations is sufficient to start the Marine Cadet detachment ahead of the new classroom being completed.

As part of the continuous improvement at the unit there has been further rationalisation of equipment, a process still ongoing, as we look to make maximum use of space and streamline the water-based offerings to the cadets.

Finally I would like to thank both our long-standing instructional staff and these who have recently joined us on our journey. Without your considerable time and effort commitment above and beyond your own careers, interests and families, the Unit could not operate, and we would not be in a position to enhance the life experiences and life choices of the youth in our catchments. The next 12 months will no doubt be another exponentially progressive period further cementing the units foundations both financially and operationally.

THE SEA CADETS			Form	
ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT			SCC A3 (R&P)	
RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2021			Apr-19	
(*Units in Scotland: This Statement's form and content and its scrutiny are governed by Regulations – SSI 2006/218)				
Copy to be uploaded onto Westminster and Volunteer & Business Support Manager at Area Office to be notified by 1 November				
Unit Name: Ross on Wye and Monmouth		Charity No: 1075569		
Fund-name/purpose (if not held for the Unit's general purposes):-		THIS YEAR		LAST YEAR
		£		£
		Notes		
REVENUE RECEIPTS –				
ANNUAL FUND/DIRECT GRANT		£0.00	£0.00	
SCAVA (Sea Cadet Victualling Allowance)		£0.00	£1,266.21	
OTHER GRANTS		£26,840.38	£8,448.94	
CADET CONTRIBUTIONS		£1,370.00	£1,572.00	
OTHER DONATIONS / LEGACIES		£0.00	£0.00	
FUNDRAISING & SPECIAL EVENTS PROCEEDS		£519.25	£4,876.01	
OTHER CHARITABLE ACTIVITIES:				
COMPETITION RECEIPTS		£0.00	£0.00	
COURSE FEES		£187.00	£319.50	
SUNDRY SALES RECEIPTS		0	£0.00	
BANK DEPOSIT INTEREST		£0.00	£0.00	
PROPERTY RENTS (includes any occasional		£0.00	£0.00	
OTHER REVENUE RECEIPTS		UNIFORM & TRAVEL	£199.78	£990.45
TOTAL REVENUE RECEIPTS		A	£29,116.41	£17,473.11
NON-REVENUE RECEIPTS –				
PROCEEDS FROM SALES OF OTHER FIXED		INCURANCE CLAIMS	£4,993.50	£0.00
TOTAL NON-REVENUE RECEIPTS		B	£4,993.50	£0.00
(*Attach that Fund's similar Account of Receipts as page AC1A, and so on)				
TOTAL RECEIPTS = A + B		C	£34,109.91	£17,473.11
Reconciliation:-				
NET CHANGE FOR YEAR IN CASH/BANK BALANCE:-				
- REVENUE ITEMS (= A – D from page AC2)		G	£279.29	£17,473.11
- NON-REVENUE ITEMS (= B – E from page AC2)		H	£4,993.50	£0.00
- COMBINED (=G+H)			£5,272.79	£17,473.11
CASH/BANK BALANCE FROM LAST YEAR-END			£13,189.73	£4,256.45
CASH/BANK BALANCE AT THIS YEAR-END		2021	£18,462.52	£13,189.73
AC1				

THE SEA CADETS

ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT

RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2021

Form
SCC A3 (R&P)
Apr-19

(*Units in Scotland: This Statement's form and content and its scrutiny are governed by Regulations – SSI 2006/218)

Copy to be uploaded onto Westminster and Volunteer & Business Support Manager at Area Office to be notified by 1 November

Unit Name: Ross on Wye and Monmouth

Charity No: 1075569

Fund-name/purpose (if not held for the Unit's general purposes):-

Notes

THIS
YEAR
£

LAST
YEAR
£

REVENUE PAYMENTS –

DIRECT CHARITABLE ACTIVITY COSTS:

FUNDRAISING & SPECIAL EVENTS COSTS
COMPETITION COSTS
FUEL & TRAVEL COSTS
CATERING COSTS
TRAINING COURSES COSTS
ARTICLES PURCHASED FOR RESALE

	£0.00	£0.00
	£0.00	£0.00
	£14.98	£672.19
	£0.00	£0.00
	£3,078.91	£700.63
UNIFORM	£137.31	£0.00

OVERHEAD COSTS FOR:

RENT / COUNCIL TAX
HEAT, LIGHT & WATER
TELEPHONE & BROADBAND
OFFICE SUPPLIES, POSTAGE & PRINTING

	£0.00	£1,000.00
	£791.10	£1,177.18
	£264.54	£333.63
	£33.49	£59.09

MAINTENANCE COSTS FOR:

BUILDINGS & ESTATE
BOATS
VEHICLES
OTHER MISC EQUIPMENT
INSURANCE COSTS
BANK INTEREST & CHARGES

	£11,473.61	£1,208.86
	£0.00	£182.00
	£8,095.64	£395.49
	£699.72	£854.79
	£1,209.32	£1,092.00
Loan repayment	£3,038.50	£2,000.00

CHARITY GOVERNANCE COSTS:

FOR ACCOUNTS/AUDIT OR INDEPENDENT EXAMINATION
FOR OTHER PROFESSIONAL FEES
FOR LEGAL ADVICE (for constitution or trustees)
OTHER REVENUE COSTS

	£0.00	£0.00
	£0.00	£0.00
	£0.00	£0.00
	£0.00	£0.00

TOTAL REVENUE PAYMENTS

D

£28,837.12 £9,675.86

NON-REVENUE PAYMENTS –

ASSETS

	£0.00	£0.00
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TOTAL NON-REVENUE PAYMENTS

E

£0.00 £0.00

TOTAL PAYMENTS (=D+E)

F

£28,837.12 £9,675.86

(*Attach that Fund's similar Account of Payments as page AC2A, and so on)

AC2

ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT

SCC A3 (R&P)

RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2021

Copy to be uploaded onto Westminster and Volunteer & Business Support Manager at Area Office to be notified by 1 November

Charity No: 1075569

The charity trustees' policy aims to maintain unrestricted reserves at a level six months revenue payments in order to safeguard the Unit's ongoing activities from any unexpected fluctuations in Year-end reserves amounted £15,000.00 on that basis.

Date signed as authorised by the Unit's Management Team:

Unit Chairman

AC5

THE SEA CADETS ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2021		Form SCC A3 (R&P) Apr-19
<small>(*Units in Scotland: This Statement's form and content and its scrutiny are governed by Regulations – SSI 2006/218)</small> Copy to be uploaded onto Westminster and Volunteer & Business Support Manager at Area Office to be notified by 1 November		
Unit Name: Ross on Wye and Monmouth	Charity No: 1075569	
Unit address (or address for correspondence):-		
House name:	Ross-on-Wye and Monmouth Sea Cadet Unit	
Street and No:	Homs Road	
Area or Estate		
Town/City:	Ross-on-Wye	
County	Herefordshire	
Post Code:	HR9 7DE	
Unit Management Team members (the 'charity trustees') at date of signing Report:-		
H CULLEN-JONES	A BUMPSTEAD	
J WILLIAMS	R A NORRIS	
S COLE		
M McKENNA		
Names of any other persons who were charity trustees of the Unit at any time in the financial year:-		
Name of any person who is now (or was, in the financial year) a 'trustee for the charity' - i.e., holding or in possession of any assets belonging to the Unit (includes custodians, nominees &c) <i>[not: Scotland]</i> :-		
Nature and date of the Unit's constitution (governing document):- Governed by Sea Cadet Standard Constitution		
The method(s) adopted for recruiting new trustees, and how trustees are elected or otherwise appointed (and by whom) in accordance with the Unit's constitution, are as follows:-		
<i>Unit Management Team (UMT) members are elected annually at the Annual General Meeting (AGM). UMT members are elected from the membership of the Sea Cadet Unit which is drawn loosely as being those with an interest in the unit. In the event of a vacancy arising during the year (known as a casual vacancy), The UMT have the power to appoint a new UMT member. The UMT member appointed will serve until the date of the next AGM, after which the post will be filled by election.</i>		
The Unit's charitable purpose(s) as set out in its constitution 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).		
The Unit's main activities and achievements in the financial year were:-		
The unit's activities were severely curtailed by Covid but the utilisation of Zoom allowed us to maintain interest throughout the period when parading was not permitted. Increased collaboration with other units maintained a competitive but co-operative spirit. The initiative to provide activity bags was taken up by other units and was highly successful. Recruitment continued and the subscriptions level maintained. Plans for an additional classroom and the possible introduction of an RM troop were progressed.		
Public Benefit		
The UMT continue to give due regard to the public benefit provided by the Unit in relation to the charitable purpose of the Sea Cadet movement as set out in the activities and achievements as outlined above. The aim is to promote the development of young people in achieving their physical, intellectual and social potential as individuals and responsible citizens in a safe environment. In order to achieve this the Unit takes young people from all backgrounds, including where possible those with disabilities and develops their skills and abilities by:		
<ul style="list-style-type: none"> Regular and structured activities with a nautical theme. Allowing young people to take part in activities connected with the wider Sea Cadet movement such as waterborne activities, events and competitions at district, area and national levels. Availability of formal educational achievements whilst taking courses to earn badges and promotions 		
Contributions are kept low in order to ensure all those who wish to take part in the activities of the Unit may do so.		



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Ross on Wye and Monmouth Sea Cadet Unit

On accounts for the year
ended

31st March 2021

Charity no

1075569

Set out on pages

AC1 – AC5

(remember to include the page numbers of additional sheets)

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:

Date:

11/10/21

Name:

Nigel Stewart

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

Fellow of the Association of International Accountants

Address:

3 Bury Hill Lane

Weston under Penyard

Ross on Wye