

**SOUTH SHIELDS SEA CADETS 315 CORPS  
TS Collingwood**

**ANNUAL GENERAL MEETING**

**7.00pm 25th October 2021**

**Minutes**

**APOLOGIES**

None

**OPENING ADDRESS BY CHAIRMAN**

The Chairman gave a welcome and thanked all for attending which was in pleasant sharp contrast to the previous year where we sat at home.

**MINUTES FROM PREVIOUS AGM FOR ADOPTION**

The minutes had been circulated a week earlier by email. The minutes were duly adopted as a true reflection of the last AGM

**MATTERS ARISING FROM LAST MINUTES**

None

**CHAIRMAN'S REPORT**

As in previous years, although the AGM financial report attests for the year ending April 2021, I would like this report to cover the period from the last AGM to this date. We have found that when speaking to interested parties, whether parents of cadets, local associations or sources of funding, an up-to-date overview of the activities of TS Collingwood is most helpful. To this end our public domain AGM report is the most appropriate.

Due to the COVID 19 restrictions placed upon TS Collingwood a lot of the goals for 2019/20 have been carried over to 2021. These were-

1. Retain our Burgee
2. Retain/improve our cadet membership in line with aspirations of HO
3. Focus on offshore activities.
4. Continue with Unit improvements-
  - Build a Safety Lookout overlooking the quayside and river.
  - Renew the Unit Boundary fencing on the quayside.
  - Render the Unit riverside gable end and renew the roof soffits.

Assorted pointing repairs to unit boundary walls.

Fit a new secure door to the old boiler house and make the same fit for purpose as a secure equipment store

5. Continue improvement of the boats and equipment.
6. Installation of the restored 1855 HMS Satellite Figurehead at TS Collingwood and completion of the HLF scope of activities.

It was a very welcome sight to see the cadets return to parading on the 12<sup>th</sup> April 2020. Prior to that date the cadets had been actively following on-line training courses and paths to promotion as described by the OiC report. There is no doubt that November 2020 to the present date has been a very different experience for all with a new normality being established as the months go by. The goals reset in 2020 have been mostly achieved and even exceeded in certain areas as described below.-

#### **Item 1. Retention of our Burgee.**

Once again, I am delighted to say that through the efforts of the cadets, dedication and hard work of the staff and support from the UMT this was once again achieved.

#### **Item 2. Retention of Cadet membership.**

Upon returning to parading the cadet numbers had fallen mainly due to a lot of cadets reaching the age of 18 and leaving. Without any recruitment during lockdown the number was 54. With an excellent summer of activities including boating, recruitment became strong again and this number has risen to 75.

#### **Item 3. Focus on Offshore Activities.**

Please refer to OiC report

#### **Item 4. Continue with Unit improvements**

All items mentioned in the 2021 goals have been achieved including major roof repairs. New goals for 2022 are-

- Convert existing disabled toilet to a staff toilet/wet room with disabled access.
- Refurbishment of Boat Deck floor
- Waterproofing of walls in potential flood zone
- Installation of tractor shelter on the quayside
- Lining/insulation of weapons store and renewal of racking

#### **Item 5. Continue improvement of the boats and equipment.**

As mentioned at last year's AGM £19,000 was received from central government as a part of their Covid recovery initiative. It was decided to use the money to upgrade the safety boat (5.4m Searider) which although well maintained and upgraded over time was nearing 40 years old. A new 5.5m Humber RIB was purchased and will be fitted out with an 80 HP engine and all safety equipment to Safety Boat standard over the winter of 2021/22. The boat will be ready at Easter for the 2022 season. The completed boat funds are made up from £5,000 sale of the Searider, £6,000 gift aid and £1,960 Community Foundation.

All other boats were maintained as required and a satisfactory inspection performed by the RYA in accordance with their training establishment certification requirements.

**Item 6. Installation of the restored 1855 Figurehead HMS Satellite at TS Collingwood and completion of the HLF scope of activities.**

At the time of writing the HMS Satellite display is nearing completion and a VIP reception has been organised for the 13<sup>th</sup> November 2021. This will be attended by the Mayor and Mayoress as well as local VIP's and other dignitaries. During the evening a talk will be given by the Vice Chairman Keith Trotter on the history of HMS Satellite and a presentation will be made by the Figurehead restorer Andy Peters from Maritima Wood Carving.

**Other Fund-Raising Activities**

Please refer to the P&SA report

Projects apart, one of the greatest efforts is towards the general account and keeping the lights on. Our very great thanks go to those that understand what we do here at TS Collingwood and who offer continual financial support. They are-

The Sir James Knott Trust  
John Lightfoot MBE  
Harry Wilson  
Commonwealth War Graves Commission  
The Marine Society and Sea Cadets  
The Mayor of South Tyneside  
And as ever 'The folk of Shields'

In conclusion 2020/21 has been a very different year but spirits remain high, and we look forward to 2022

**PSA REPORT**

The P&SA committee members were all pleased to return from lockdown and commenced activities with a thorough clean of the building, in preparation for the return to parading.

Cleaning the building is now a regular duty in accordance with Covid guidelines and ensuring, all areas are stocked up with alcohol gel, hand towels, etc.

The uniform store is kept neat and tidy and well organised by two committee members Pam Evans and Diane Davenport. We have had a lot of new recruits, so they have been very busy issuing uniforms including sewing and mending as required.

The committee also run the nutty on parade nights, selling drinks and sweets to cadets and staff, our treasurer Lynn Taylor buys the stock and is responsible for banking takings and other funds.

The P&SA account currently stands at £1053.09

The P&SA have started fundraising for the cadet trip to Malta in 2023 and have asked staff and cadets to bring items in to sell, for raffle prizes, tombola stalls, tabletop sales etc.

Pam Evans has raised £313 so far doing tabletop sales and selling items online, with the help of her daughter and Diane Davenport. They are planning another tabletop sale in December.

The P&SA have participated in a number of fund-raising initiatives throughout the year including providing the raffle prizes for the Trafalgar Mess dinner on 23/10/21. This raised £200 for the Malta 2023 fund.

We are paying for catering and prizes for our Halloween party, for cadets and staff which will be held on 29<sup>th</sup> October 2021

The P&SA will have their AGM in March 2022 for election of the committee. Presently they are shorthanded and are hoping to get more parents and supporters onboard as things continue to return to normal.

## **OFFICER IN CHARGE'S REPORT**

South Shields returned from lockdown with a great determination to continue where we began it, on a high. After two weeks or so, we began to receive new recruits, meaning our establishment has shot from 54 to 75, a lot of them being of Junior Cadet age. Our new Junior Cadet section for 9-year-olds is ready to commence parading from Thursday 4<sup>th</sup> November. Our new Support Worker, S/Lt Cara Brander from Boldon School CCF will start with us on that date. We have our first 9-year-olds attending, numbers are increasing, and their enthusiasm is infectious. I believe we have made a great start with them. We were fortunate enough to lose only four cadets during our enforced absence, consisting of one cadet who reached eighteen and left, and three who made the transition to CFAV. We maintained the interest of the rest of cadets by hosting weekly virtual CTP lessons via Google classroom and Zoom. We also had a good proportion of the cadets and AVs joining online courses ran by MSSCHQ and Northern Area. It was an immense success for them with a steady stream of qualifications and cadet promotions.

On our return to face-to-face parading, we immediately involved all cadets in afloat training and external activities, which worked well in easing them back into cadet life and ice breaking. After a couple of weeks, you would have thought there had never been a lockdown.

After we settled back into the Unit, we looked beyond our four walls to see what we could do to assist others within the Sea Cadets and beyond. As a result of this, we were approached to run two rowing courses for Northern

Area, also two Seamanship Core Modules, all of which were an enormous success. We also ran afloat sessions for Whitley Bay Sea Cadets every other Wednesday throughout the school holidays which was well subscribed. We also hosted cadets from Boldon School CCF on our parade nights during the same period, taking part in afloat training and CTP training. Lt(SSC) Ingrid Moir, CO Boldon CCF and DO Northumberland District accompanied her cadets. was of great assistance to us. They will be missed, and always welcome back.

We also received a request from a local charity called Waves, which is ran by a former cadet. The charity deals with young people with disabilities such as autism, Asperger's syndrome, ADHD etc. They enquired if we could run any training for their members to help them get over the lockdown. Consequently, we hosted eighty-eight of their members over the May Bank holiday, participating in Sailing, powerboating, rowing, First aid, and Fieldcraft with the Unit confines. It culminated with us hosting a BBQ for the afterwards. It was appreciated by them. We gained seven new joiners from them, and they are looking forward to the next one.

Plans are well in place for 2022 to take the Unit Offshore and to visit HMS Raleigh in Cornwall. We have also recommenced fund raising in earnest for our planned Summer Camp to Malta in 2023.

All the CFAVs and cadets at South Shields believe that the lockdown has had minimum effect on us other than the inconvenience of it.

On 8<sup>th</sup> October, I received the wonderful news that we had retained our Burgee for 2021.

I believe after the hiatus of lockdown; TS Collingwood are well and truly up and running again.

## **TREASURERS REPORT AND ADOPTION OF ACCOUNTS**

The Treasurer provided an overview of the unit accounts and fielded questions as appropriate.

One item was requested for change. Under Capital, the cost of the Viewing Deck (New Safety Lookout) £23,394.00. As the building belongs to the local Council, this is not a Sea Cadet Capital cost/asset

The accounts were adopted.

The auditors fee of £400 was agreed.

Following the death of our long serving Auditor Terry Kent a local accountancy firm with a good understanding of the Charity Commission requirements *TPA connect* were engaged. *TPA* will in future compile the accounts which hopefully will be transferable to the MSSC software. In any case *TPA* will perform the independant review of accounts as required by the Charity Commission.

## **ELECTION/RE-ELECTION OF PRESIDENT**

It was with great pleasure that the Chairman announced that Harry Wilson was willing to stand once again as President of TS Collingwood

Harry Wilson was duly re-elected

### **ELECTION OF UNIT MANAGEMENT COMMITTEE**

The UMC stood down and was re-elected en bloc-

John Eltringham	Chairman
Keith Trotter	Vice Chairman
Jane Eltringham	Treasurer
Jim Knott	Member
Gary Hindmarch	Member

A new member of the UMT was proposed-

Lisa Oliver.

Lisa is presently Curriculum Leader- Responsive & Level 3 Cadet, Engineering Officer, at Tyne Coast College. (South Shields Marine School)

Lisa will bring to TS Collingwood a wealth of experience in youth development as our Sea Cadets move from secondary education to marine and other careers.

### **ANY OTHER BUSINESS**

None

AGM Concluded.-

# 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: South Shields 315 Unit		Charity No: 1087355	
Fund-name/purpose (if not held for the Unit's <u>general</u> purposes):-		THIS YEAR £	LAST YEAR £
<div></div>			
	Notes		

#### REVENUE RECEIPTS –

ANNUAL FUND/DIRECT GRANT  
SCAVA (Sea Cadet Victualling Allowance)  
OTHER GRANTS  
CADET CONTRIBUTIONS  
OTHER DONATIONS / LEGACIES  
FUNDRAISING & SPECIAL EVENTS PROCEEDS

MSSC	£5,200.00	£12,000.00
	£0.00	£0.00
Covid Government Grants	£19,717.00	£17,300.00
	£0.00	£4,843.00
James Knott Trust/other	£10,615.50	£23,105.00
	£0.00	£4,522.16

#### OTHER CHARITABLE ACTIVITIES:

COMPETITION RECEIPTS  
COURSE FEES  
SUNDRY SALES RECEIPTS  
BANK DEPOSIT INTEREST  
PROPERTY RENTS (includes any occasional)  
OTHER REVENUE RECEIPTS

	£0.00	£0.00
	£0.00	£0.00
	£0.00	£220.30
	£14.24	£63.92
	£0.00	£0.00
	£0.00	£0.00

#### TOTAL REVENUE RECEIPTS

A

£35,546.74 £62,054.38

#### NON-REVENUE RECEIPTS –

PROCEEDS FROM SALES OF OTHER FIXED ASSETS

Boat Disposal	£5,000.00	£0.00
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#### TOTAL NON-REVENUE RECEIPTS

B

£5,000.00 £0.00

(\*Attach that Fund's similar Account of Receipts as page AC1A, and so on)

#### TOTAL RECEIPTS = A + B

C

£40,546.74 £62,054.38

#### Reconciliation:-

#### NET CHANGE FOR YEAR IN CASH/BANK BALANCE:-

- REVENUE ITEMS (= A – D from page AC2)	G	-£5,051.97	£21,968.26
- NON-REVENUE ITEMS (= B – E from page AC2)	H	£35.70	£0.00
- COMBINED (=G+H)		-£5,016.27	£21,968.26
CASH/BANK BALANCE FROM LAST YEAR-END		£41,328.96	£19,360.70
CASH/BANK BALANCE AT THIS YEAR-END	2021	£36,312.69	£41,328.96

AC1

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

Apr-19

**Charity No:** 1087355

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

**LAST  
YEAR**  
£

## Notes

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
£154.25	£8,824.60
£25.00	£0.00
409.40	£0.00
£0.00	£0.00

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

£400.00	£1,072.00
£1,869.52	£2,601.96
£567.11	£590.95
£1,230.66	£0.00

BUILDINGS & ESTATE  
BOATS  
VEHICLES  
COMPUTERS  
OTHER MISC EQUIPMENT  
FUEL COSTS  
INSURANCE COSTS  
VIEWING DECK  
BANK INTEREST & CHARGES

		£2,541.89	£15,258.60
		£0.00	£2,000.00
		£0.00	£100.00
		£3,634.00	£4,082.17
		£1,975.66	£3,961.41
		£24.08	£510.17
		£1,210.66	£994.26
Safety	Lookout	£23,394.00	£0.00
		£12.19	£0.00

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

	£0.00	£90.00
	£100.00	£0.00
	£0.00	£0.00
	£50.29	£0.00
<b>D</b>	<b>£40,598.71</b>	<b>£40,086.12</b>

**D**

£40,598.71	£40,086.12
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## ASSETS

RIB/CCTV	£4,964.30	£0.00
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£4 964 30	£0 00
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£45,563.01	£40,086.12
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(\*Attach that Fund's similar Account of Payments as page AC2A, and so on)

AC2





<b>THE SEA CADETS</b> <b>ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT</b> <b>RECEIPTS &amp; PAYMENTS ACCOUNT for year ended 31 March 2021</b>		Form SCC A3 (R&P) Apr-19
(*Units in Scotland: This Statement's form and content and its scrutiny are governed by Regulations – SSJ 2006/218) Copy to be uploaded onto Westminster and Volunteer & Business Support Manager at Area Office to be notified by 1 November		
<b>Unit Name:</b> South Shields 315 Unit	<b>Charity No:</b> 1087355	
<b>Unit address (or address for correspondence):-</b>		
House name:	TS Collingwood	
Street and No:	Wapping Street	
Area or Estate:	Corporation Quay	
Town/City:	South Shields	
County:	Tyne and Wear	
Post Code:	NE33 1LQ	
<b>Unit Management Team members (the 'charity trustees') at date of signing Report:-</b>		
John Eltringham	Chairman	
Keith Trotter	Vice Chairman	
Jim Knott	Member	
Jane Eltringham	Treasurer	
Gary Hindmarch	Member	
Jim Simpson	Officer In Charge	
Harry Wilson	President	
<b>Names of any other persons who were charity trustees of the Unit at any time in the financial year:-</b>		
<b>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 &amp;c) [not: Scotland]:-</b>		
<b>Nature and date of the Unit's constitution (governing document):- Subordinate Local Constitution . Governed by Sea Cadet Regulations 12th November 2003</b>		
<b>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:-</b>		
<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>		
<b>The Unit's charitable purpose(s) as set out in its constitution is:-</b> To help young people towards responsible adulthood by encouraging valuable personal attributes and high standards of conduct, using a nautical theme based on the customs of the Royal Navy.		
<b>The Unit's main activities and achievements in the financial year were:-</b> As per Chairman's and Officer in Charge report ref AGM 25th October 2021		
<b>Public Benefit</b> 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"> <li>• Regular and structured activities with a nautical theme.</li> <li>• 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.</li> <li>• Availability of formal educational achievements whilst taking courses to earn badges and promotions</li> </ul>		
Contributions are kept low in order to ensure all those who wish to take part in the activities of the Unit may do so.		

# 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: South Shields 315 Unit

Charity No: 1087355

#### Reserves Policy

The charity trustees' policy aims to maintain unrestricted reserves at a level 12 months revenue payments in order to safeguard the Unit's ongoing activities from any unexpected fluctuations in Year-end reserves amounted 11 months' on that basis.

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

11/12/21

*S. Eltringham*

Unit Treasurer

*[Signature]*

Unit Chairman

*[Signature]*

Independent Examiner

**Note:** The statutory audit or independent examination report on this Statement of Account must be attached.

AC5

## **Independent examiner's report to the Trustees on the unaudited financial statements of South Shields Sea Cadets 315 Unit T S Collingwood**

I report on the accounts for the year ended 31<sup>st</sup> March 2021 set out on pages AC1 to AC5.

### **Respective responsibilities of trustees and independent examiner**

The charity's trustees are responsible for the preparation of the accounts, you consider that the audit requirement of section 144 of the Charities Act 2011 (the Act) does not apply and that an independent examination is needed. It is my responsibility to examine the accounts under section 145 of the Act

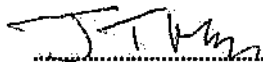
### **Basis of independent examiner's statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission, under section 145(5)(b) of the Act. 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:

- (i) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep proper accounting records in accordance with section 130 of the Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave not been met; or
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....14th December 2021

**Trevor Hogg**  
**Chartered Accountant**  
**Independent Examiner**  
**38 Stanhope Road**  
**South Shields**  
**NE33 4BT**

# THE SEA CADETS

## ANNUAL STATEMENT OF ACCOUNT\* FOR THE UNIT

### RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2021

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Apr-19

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Unit Name: South Shields 315 Unit	Charity No: 1087355
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Fund-name/purpose (If not held for the Unit's general purposes):-	THIS YEAR £	LAST YEAR £
Notes		

#### REVENUE RECEIPTS –

ANNUAL FUND/DIRECT GRANT  
SCAVA (Sea Cadet Victualling Allowance)  
OTHER GRANTS  
CADET CONTRIBUTIONS  
OTHER DONATIONS / LEGACIES  
FUNDRAISING & SPECIAL EVENTS PROCEEDS

MSSC	£5,200.00	£12,000.00
	£0.00	£0.00
Covid Government Grants	£19,717.00	£17,300.00
	£0.00	£4,843.00
James Knott Trust/other	£10,615.50	£23,105.00
	£0.00	£4,522.16

#### OTHER CHARITABLE ACTIVITIES:

COMPETITION RECEIPTS  
COURSE FEES  
SUNDRY SALES RECEIPTS  
BANK DEPOSIT INTEREST  
PROPERTY RENTS (includes any occasional)  
OTHER REVENUE RECEIPTS

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	£0.00	£0.00
	£0.00	£220.30
	£14.24	£63.92
	£0.00	£0.00
	£0.00	£0.00

#### TOTAL REVENUE RECEIPTS

A

£35,546.74 £62,054.38

#### NON-REVENUE RECEIPTS –

PROCEEDS FROM SALES OF OTHER FIXED ASSETS

Boat Disposal	£5,000.00	£0.00
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#### TOTAL NON-REVENUE RECEIPTS

B

£5,000.00 £0.00

(\*Attach that Fund's similar Account of Receipts as page AC1A, and so on)

#### TOTAL RECEIPTS = A + B

C

£40,546.74 £62,054.38

#### Reconciliation:-

#### NET CHANGE FOR YEAR IN CASH/BANK BALANCE:-

- REVENUE ITEMS (= A – D from page AC2)	G	-£5,051.97	£21,968.26
- NON-REVENUE ITEMS (= B – E from page AC2)	H	£35.70	£0.00
- COMBINED (=G+H)		-£5,016.27	£21,968.26
CASH/BANK BALANCE FROM LAST YEAR-END		£41,328.96	£19,360.70
CASH/BANK BALANCE AT THIS YEAR-END	2021	£36,312.69	£41,328.96

AC1

# THE SEA CADETS

## ANNUAL STATEMENT OF ACCOUNT\* FOR THE UNIT

### RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2021

Form  
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Apr-19

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Unit Name: South Shields 315 Unit		Charity No: 1087355	
Fund-name/purpose (if not held for the Unit's general purposes):-		THIS YEAR	LAST YEAR
	Notes	£	£

#### REVENUE PAYMENTS –

##### DIRECT CHARITABLE ACTIVITY COSTS:

FUNDRAISING & SPECIAL EVENTS COSTS	£0.00	£0.00
COMPETITION COSTS	£0.00	£0.00
FUEL & TRAVEL COSTS	£154.25	£8,824.60
CATERING COSTS	£25.00	£0.00
TRAINING COURSES COSTS	£3,409.40	£0.00
ARTICLES PURCHASED FOR RESALE	£0.00	£0.00

##### OVERHEAD COSTS FOR:

RENT / COUNCIL TAX	£400.00	£1,072.00
HEAT, LIGHT & WATER	£1,869.52	£2,601.96
TELEPHONE & BROADBAND	£567.11	£590.95
OFFICE SUPPLIES, POSTAGE & PRINTING	£1,230.66	£0.00

##### MAINTENANCE COSTS FOR:

BUILDINGS & ESTATE	£2,541.89	£15,258.60
BOATS	£0.00	£2,000.00
VEHICLES	£0.00	£100.00
COMPUTERS	£3,634.00	£4,082.17
OTHER MISC EQUIPMENT	£1,975.66	£3,961.41
FUEL COSTS	£24.08	£510.17
INSURANCE COSTS	£1,210.66	£994.26
VIEWING DECK	Safety Lookout £23,394.00	£0.00
BANK INTEREST & CHARGES	£12.19	£0.00

##### CHARITY GOVERNANCE COSTS:

FOR ACCOUNTS/AUDIT OR INDEPENDENT EXAMINATION	£0.00	£90.00
FOR OTHER PROFESSIONAL FEES	£100.00	£0.00
FOR LEGAL ADVICE (for constitution or trustees)	£0.00	£0.00
OTHER REVENUE COSTS	£50.29	£0.00
<b>TOTAL REVENUE PAYMENTS</b>	<b>D</b>	<b>£40,598.71</b>

##### NON-REVENUE PAYMENTS –

ASSETS	RIB/CCTV	£4,964.30	£0.00
<b>TOTAL NON-REVENUE</b>	<b>E</b>	<b>£4,964.30</b>	<b>£0.00</b>
<b>TOTAL PAYMENTS (=D+E)</b>	<b>F</b>	<b>£45,563.01</b>	<b>£40,086.12</b>

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





<b>THE SEA CADETS</b> <b>ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT</b> <b>RECEIPTS &amp; PAYMENTS ACCOUNT for year ended 31 March 2021</b>		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																							
<b>Unit Name:</b> South Shields 315 Unit	<b>Charity No:</b> 1087355																						
<b>Unit address (or address for correspondence):-</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">House name:</td> <td>TS Collingwood</td> </tr> <tr> <td>Street and No:</td> <td>Wapping Street</td> </tr> <tr> <td>Area or Estate:</td> <td>Corporation Quay</td> </tr> <tr> <td>Town/City:</td> <td>South Shields</td> </tr> <tr> <td>County:</td> <td>Tyne and Wear</td> </tr> <tr> <td>Post Code:</td> <td>NE33 1LQ</td> </tr> </table>			House name:	TS Collingwood	Street and No:	Wapping Street	Area or Estate:	Corporation Quay	Town/City:	South Shields	County:	Tyne and Wear	Post Code:	NE33 1LQ									
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Post Code:	NE33 1LQ																						
<b>Unit Management Team members (the 'charity trustees') at date of signing Report:-</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">John Eltringham</td> <td style="width: 40%;">Chairman</td> <td style="width: 20%;"></td> </tr> <tr> <td>Keith Trotter</td> <td>Vice Chairman</td> <td></td> </tr> <tr> <td>Jim Knott</td> <td>Member</td> <td></td> </tr> <tr> <td>Jane Eltringham</td> <td>Treasurer</td> <td></td> </tr> <tr> <td>Gary Hindmarch</td> <td>Member</td> <td></td> </tr> <tr> <td>Jim Simpson</td> <td>Officer In Charge</td> <td></td> </tr> <tr> <td>Harry Wilson</td> <td>President</td> <td></td> </tr> </table>			John Eltringham	Chairman		Keith Trotter	Vice Chairman		Jim Knott	Member		Jane Eltringham	Treasurer		Gary Hindmarch	Member		Jim Simpson	Officer In Charge		Harry Wilson	President	
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Gary Hindmarch	Member																						
Jim Simpson	Officer In Charge																						
Harry Wilson	President																						
<b>Names of any other persons who were charity trustees of the Unit at any time in the financial year:-</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 40%;"></td><td style="width: 40%;"></td><td style="width: 20%;"></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> </table>																							
<b>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 &amp;c) [not: Scotland]:-</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 40%;"></td><td style="width: 40%;"></td><td style="width: 20%;"></td></tr> </table>																							
<b>Nature and date of the Unit's constitution (governing document):- Subordinate Local Constitution . Governed by Sea Cadet Regulations 12th November 2003</b>																							
<b>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:-</b>																							
<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>																							
<b>The Unit's charitable purpose(s) as set out in its constitution is:-</b> To help young people towards responsible adulthood by encouraging valuable personal attributes and high standards of conduct, using a nautical theme based on the customs of the Royal Navy.																							
<b>The Unit's main activities and achievements in the financial year were:-</b> As per Chairman's and Officer in Charge report ref AGM 25th October 2021																							
<b>Public Benefit</b> 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"> <li>Regular and structured activities with a nautical theme.</li> <li>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.</li> <li>Availability of formal educational achievements whilst taking courses to earn badges and promotions</li> </ul> Contributions are kept low in order to ensure all those who wish to take part in the activities of the Unit may do so.																							



# 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: South Shields 315 Unit

Charity No: 1087355

#### Reserves Policy

The charity trustees' policy aims to maintain unrestricted reserves at a level 12 months revenue payments in order to safeguard the Unit's ongoing activities from any unexpected fluctuations in Year-end reserves amounted 11 months' on that basis.

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

11/12/21

*E. Eltringham*

Unit Treasurer

*[Signature]*

Unit Chairman

*[Signature]*

Independent Examiner

**Note:** The statutory audit or independent examination report on this Statement of Account must be attached.

AC5

## **Independent examiner's report to the Trustees on the unaudited financial statements of South Shields Sea Cadets 315 Unit T S Collingwood**

I report on the accounts for the year ended 31<sup>st</sup> March 2021 set out on pages AC1 to AC5.

### **Respective responsibilities of trustees and independent examiner**

The charity's trustees are responsible for the preparation of the accounts, you consider that the audit requirement of section 144 of the Charities Act 2011 (the Act) does not apply and that an independent examination is needed. It is my responsibility to examine the accounts under section 145 of the Act

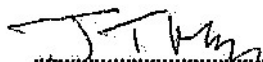
### **Basis of independent examiner's statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission, under section 145(5)(b) of the Act. 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:

- (i) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep proper accounting records in accordance with section 130 of the Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave not been met; or
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....14th December 2021

**Trevor Hogg**  
**Chartered Accountant**  
**Independent Examiner**  
**38 Stanhope Road**  
**South Shields**  
**NE33 4BT**