

## **TS Collingwood**

### **UNIT MANAGEMENT COMMITTEE ANNUAL GENERAL MEETING HELD AT T.S. COLLINGWOOD, WAPPING STREET SOUTH SHIELDS AT 7.30pm ON 24th OCTOBER 2022**

#### **Minutes**

##### **APOLOGIES**

None

##### **OPENING ADDRESS BY CHAIRMAN**

The Chairman welcomed everyone and was pleased to see a full turn-out of the UMT and that everyone had fully recovered from the Trafalgar Mess Dinner the previous Saturday.

##### **MINUTES FROM PREVIOUS AGM FOR ADOPTION**

The minutes were duly adopted as a true reflection of the last AGM

.

##### **MATTERS ARISING FROM LAST MINUTES**

None

##### **CHAIRMAN'S REPORT**

##### **TS COLLINGWOOD CHAIRMAN'S ANNUAL REPORT 2021/22**

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.

Post Covid restrictions and at the request of HO the UMT were requested to formulate a Unit Regeneration Plan. In December 2021 a meeting was held at TS Collingwood with all staff, P&SA members and other interested parties to discuss the plan and all were invited to bring to the meeting three ideas for unit improvement whether cadet recruitment, retention, increased opportunities or anything else that would better the cadet experience. All items proposed were discussed at the next UMT meeting in January and a list of priorities drawn up and fully costed.

The Regeneration Plan became an objective of the normal/annual 2021/22 unit goals. These were

1. Retain our Burgee
2. Retain/improve our cadet membership in line with the aspiration of HO
3. Complete the HMS Satellite Figurehead project
4. Start a new Junior section age 9
5. Action Regeneration Plan.

There is no doubt that the world has changed somewhat since the beginning of the year but the end of 2021 showed great promise. In November the unit hosted a very well attended VIP evening including the Mayor and Mayoress and other dignitaries to showcase the restored HMS Satellite Figurehead. Two very interesting presentations were given, first by Vice Chairman Keith Trotter on the history of the shore based Drill Ship RNVN HMS Satellite and associated RN Ships and the second by Andy Peters from the Maritima, restorer of the Figurehead.

Another notable non-cadet event was held in July when the unit premises hosted the North East Maritime Professionals in conjunction with IMarEST, RINA and the Nautical Institute summer social evening. This was sponsored by UK Docks and showcased the building and facilities as well as its history.

In December we received a pleasant notification of a Burgee, and 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.

With regard to cadet numbers and the start of a new Junior section I will leave to the CO's report.

2022 for TS Collingwood has been one of extremes. There was the post Covid euphoria of getting back to normal and some exceptional success by our cadets as our CO will explain. But then there was the fall out from the shocking war in Ukraine which started with some pretty eye watering fuel bills coming in. While mentioning Ukraine we managed to put together a consignment of over 30 new army uniforms (surplus DPM camouflage) and sent to Ukraine via a local Ukraine support organisation.

In June, we received the awful news of the tragic death of CPO Stephen Dupear and Training Officer Sophie Dawsons three year old son James. James was a member of TS Collingwood's family all his short life, and this devastating event greatly affected us all. It literally took the wind out of our sails.

Other sad news at the time was the death of our good friend and benefactor John Lightfoot's wife Lilian. Back in January however myself and my wife Jane had the pleasure of sitting with John and Lilian to discuss the Regeneration Plan and through their great generosity, funding was put in place. The plan included a detailed list of twenty actions mentioned previously in UMT and staff meeting minutes, so only the main items are listed below.

- Refurbishment of the Junior Classroom. This has included new storage units and the replacement of chairs with bean bags.
- Refurbishment of the uniform store. This included removal of redundant lifting beams (previous gun emplacement ammunition loading equipment) Installation of ceiling and wall insulation, cladding, floor levelling and carpet tiles, LED lighting, extension of central heating, stable door and new shelving.

- Refurbishment of Armory. Space cleared of redundant fittings, exterior wall insulated, walls and floor painted, new light fittings and thermostatically controlled heater fitted.
- Refurbishment of Marine Classroom. Room cleared and walls redecorated/painted with mountain scene and covered in camouflage netting in the style of a forward operation field command post. New LED lights fitted.
- Conversion of the disabled heads to a combined Disabled/Staff heads and wet room.
- Parade deck ceiling painted, and new LED lights fitted.
- Replacement of existing vintage tractor (for boat launching) with a new 4WD tractor type Solis 50. This has been a great success with it's reliability and ease of use enabling a much greater use of boats and time on the water.
- Rewiring of the changing rooms and part boat deck. The previously fitted sensor switches were not a success, leaving personnel in the dark at the most inopportune times. Sensors have been removed and standard switches fitted.
- Change of use of ground level dormitory into a classroom. Refurbishment of same.
- Purchase of 4 new handheld waterproof VHF's
- Installation of a weather station on the safety lookout for meteorological training purposes.
- During the Regeneration Plan meeting it was discussed if more Junior Cadet interest could be made with regard to sailing. It has been noticed that although an excellent dinghy the RS Quests are not suitable for our youngest cadets and the demise of the ASC and Bosun is much lamented.  
Effort have been made to source a suitable and dedicated sailing boat for the Junior Cadets.

In addition to the Regeneration Plan items, some ongoing premises and boat maintenance were carried out including fitting out of the new 5.5m Humber RIB. This addition to our powerboat fleet has been a great success throughout the boating season. Although already in use, some completion work still has to be performed and a formal blessing ceremony will take place in 2023.

Following the very high heating bills received in the first quarter of 2022 the UMT recommended, as an addition to the Regeneration Plan, that an energy audit should be carried out on the building. This was provided by the Land Lord (ST Council) free of charge and the report discussed by the UMT. The outcome was the suggested replacement of the parade deck single pane roof lights with modern double glazed units, when funds become available.

### **Other Fund Raising Activities**

Please refer to the P&SA report

Projects apart, one of the greatest effort is towards the general account and keeping the lights on. With this in mind our very great thanks go to those that understand what we do here at TS Collingwood and whom offer continual financial support. They are-

The Sir James Knott Trust  
John Lightfoot MBE

Harry Wilson  
John Parkinson  
Commonwealth War Graves Commission  
The Marine Society and Sea Cadets  
The Mayor of South Tyneside  
And as ever 'The folk of Shields'

In conclusion 2021/22 has been another very different year both challenging and uplifting in equal measure, but spirits remain high and we look forward to 2023

John Eltringham MBE

### **PSA REPORT**

Since the last AGM in March, the P&SA have held 3 committee meeting and made it our mission to do as much fundraising as possible to subsidise cadet activities. We continue to help keep the building clean and ensure the galley and toilet areas are kept tidy and stocked up with hand towels, soap, toilet rolls etc .We empty the rubbish bins and recycle as much as possible.

The uniform store is kept neat and tidy and well organised by one of our committee members, she is kept very busy issuing uniforms and badges to our many cadets and staff members, especially as the cadets keep having growth spurts!

The P&SA members run the nutty on parade nights, purchasing stock, selling drinks and sweets to the cadets and staff and all the takings are banked by our treasurer. We held our AGM on 23/03/22 and the old committee members stood down and a new committee was voted in. We discussed the purpose of the P&SA and fundraising ideas, to raise money for the cadets' overseas visit and other cadet activities.

Since the last AGM the P&SA have participated in the following activities-

We organised a Halloween party for the cadets and paid for decorations, catering and prizes.

Organised and took part in a bucket collection on 17/11/21 in Morrison's at Seaburn Unit presentation night, we provided trophies and paid for engraving, provided raffle prizes and beverages and washed up afterwards.

Cadets Christmas party, we organised games, paid for pizzas, soft drinks, selection boxes and prizes and tidied up afterwards.

John Lightfoot VIP evening 29/04/22, we helped to clean and tidy the building beforehand, provided decorations and a cake and help serve refreshments and washed up afterwards.

We organised an Easter raffle and raised £258

We had a tombola stall in the West Park on 4/06/22 for the Queens Platinum Jubilee and raised £215.

We organised a raffle for the Queens Platinum Jubilee and had many prizes donated, it was drawn on 10/06/22 we raised £241.20.

We participated in the Cleadon and District Rotary club raffle for uniformed organisations and sold raffle tickets to the value of £671.50 which we were able to keep.

Armed Forces day, we had a recruiting stall in the Bents Park and ran a tombola and raffle, which raised £305.20. Recruiting stall and bucket collection in Asda South Shields, we raised £382.38.

Heritage open day at South Shields Sea Cadets, we were given £40 in donations.

St. Stephens Church coffee morning 8/10/22, we had a tombola; raffle and cake stall and raised £505.

Mess dinner raffle 22/10/22, we had all the prizes donated and made £242.

We have also raised money by selling donated goods online, doing table top sales, car boot sales, as well as receiving donations.

We have raised £3077.28, this past year.

The current balance in our bank account stands at £3508.79 (£3000 ringfenced for Malta/Gibraltar)

We have organised a Halloween party for the cadets on 28/10/22, and a Christmas fun night on 19/12/22, which we will be funding.

We would like to thank the Chairman, UMT, staff, cadets, and parents/carers for their continued support.

Linden Simpson

Chair P&SA

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

2022 Started brightly with the award of our thirteenth consecutive efficiency Burgee from Sea Cadets HQs. The first time this has happened in our 85-year history.

12 cadets spent a week in May sailing offshore on TS John Jerwood. They had a wonderful time departing from Ramsgate, visiting various ports, and finishing in Lowestoft. They all had a wonderful time, and all gained Offshore qualifications.

In June we received the tragic and shocking news that two of our staff members three-year-old son had passed away suddenly. He was larger than life, and a familiar and very popular figure on parade nights. The unit had a large representation at his funeral. He will be greatly missed by all who knew him.

The Junior Girls (12 – 14 y.o) and the Junior Sea Cadets (9 – 11 y.o) Rowing crews were magnificent at the District competition, winning their respective age groups, and headed to the Area competition in Scotland. The Junior Sea Cadets put in an amazing performance and finished a very creditable fourth. The Junior girls triumphed, winning their competition and qualified to represent Northern Area Sea Cadets at the National Competition held at the Excel Centre in the docklands in London. The girls finished in fourth place out of the entire Sea Cadet Corps, over 400 Units. A fantastic effort as none of the cadets had been in a rowing boat before the competitions began. We also had two cadets competing in the District Sailing Regatta where they received a bye through to the Area competition as they were the only entrants from the two districts. The Area competition was rearranged at last minute due to bad weather. The rearranged date was also cancelled due to the death of HM the Queen. They were given a bye through to the National competition in Southport where they performed creditably.

Cadet numbers stand at 84, and adult instructor numbers are on the increase.

Promotions and qualifications are very healthy.

The new Sea Cadet Unit at Monkwearmouth School, in Sunderland, is still in the organisational stages. We are awaiting for their paperwork being submitted to MSSCHQ. The Chair, Detachment Commander, and myself, have been attending. We have met the school staff who wish to become Cadet Force Adult Volunteers to take the Unit forward. We also met the students who wish to become cadets.

Approximately 75 of them. Hopefully progress to report soon.

On June 2<sup>nd</sup>, cadets and adults transported a torch downriver to South Shields harbour to assist South Tyneside Council in a beacon lighting ceremony on the Lawe Top for the Queens Platinum Jubilee Celebration. We had a great turnout of cadets and adults, and we got absolutely soaked on the Beacon was lit.

We took part in the Armed Forces Day parade in June. We had another amazing turnout by cadets and adults. We held a recruiting stand in Bents Park with our new recruiting banners and flags on display for the first time. They were a great success, attracting a lot of enquiries and new cadets. The P&SA also held a fundraising raffle and tombola at the same time and were extremely successful in raising much needed funds towards training needs.

We withdrew from South Tyneside Summer Festival parade. The timing was not right with the sad news just received. Cadets and staff were too upset to participate.

On September 2<sup>nd</sup>, cadets and adults staffed a very successful recruiting stand at ASDA in South Shields. We received a lot of interest and enquiries and raised a substantial amount of cash with our bucket collection. Along with a trolley token and an assortment of foreign coins.

Next day, 3<sup>rd</sup> September, cadets and adults attended the Merchant Navy Day service at the Missions to Seafarers in South Shields. We also received a nice donation off them.

On September 17<sup>th</sup>, the Unit hosted a weekend for Northern Area Paddle Sports, surf kayaking. Cadets and adults from Northern Ireland, Scotland, and Northeast England were accommodated at the Unit. They had a great weekend kayaking; the surf was ideal. They were all extremely impressed with our facilities and wish to utilise us again in the near future.

On the same day, cadets and adult volunteers visited St Stephens Church in South Shields to assist in tidying the War Memorial in preparation for the November Remembrance Services. The cadets made a great impression, and the church regulars took them to their hearts, spoiling them with soft drinks and biscuits afterwards.

On October 8<sup>th</sup>, cadets, and Adult Instructors were back at St Stephens Church supporting a Fundraising Coffee morning being by the Unit P&SA. A very successful morning, with plenty of fundraising.

Cadets also competed in the District Swimming Competition on the same afternoon. 15 cadets competed, and they came away with nine gold medals and one bronze medal. An amazing effort. The medal winners will now go to represent the District at the Area competition in Scotland in November.

The 2023 summer camp to Malta will now be changed for Gibraltar now. The CO of Malta Sea Cadets is leaving and returning to live in the UK. He was our point of contact and organiser in Malta. In Gibraltar, the cadets and adults will be staying in MOD accommodation, plus have the benefit of using the facilities for catering and activities. Being an Armed Forces base, it will be cheaper to stay, and the flights are cheaper too.

On September 21<sup>st</sup>, the Unit held our Annual Trafalgar Night dinner, which was incorporated with our 85<sup>th</sup> Anniversary dinner. It was a great success, which a substantial amount raised for Unit funds through raffle organised by the P&SA.

28<sup>th</sup> October sees five of our Adult Instructors travelling to MOD Caledonia, at Rosyth, Scotland, to commence the first stage of their Officer Development Programme. Hopefully going through the process to be appointed as Commissioned Officers in the Sea Cadet. We wish them the best of luck.

Our RN Unit Review has been carried out by the District Officer and is now awaiting endorsement by the Area Officer (N), and Capt. Sea Cadets. We should hopefully hear some good news very soon.

The cadets and staff remain very energy efficient and green at the Unit.

I would like to thank the Chair, the UMT, and all the cadets and adults for their continued support in running TS Collingwood. Thank you.

CPO Jim Simpson  
Commanding Officer.

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

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

The accounts were adopted

Auditors Fees including VAT £480 were accepted

### **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
Lisa Oliver	Member

### **ANY OTHER BUSINESS**

None

AGM Concluded

THE SEA CADETS		Form	
ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT		SCC A3 (R&P)	
RECEIPTS & 'Set up page'!A102022PAYMENTS ACCOUNT for year ended 31 March 2022		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 general purposes):-		THIS YEAR	LAST YEAR
	Notes	£	£
<b>REVENUE RECEIPTS –</b>			
ANNUAL FUND/DIRECT GRANT	MSSC	£0.00	£5,200.00
SCAVA (Sea Cadet Victualling Allowance)		£0.00	£0.00
OTHER GRANTS		£2,960.00	£19,717.00
CADET CONTRIBUTIONS		£3,432.50	£0.00
OTHER DONATIONS / LEGACIES	Knott/Lightfoot/Other	£27,122.00	£10,615.50
FUNDRAISING & SPECIAL EVENTS PROCEEDS	P& SA * other	£4,795.05	£0.00
<b>OTHER CHARITABLE ACTIVITIES:</b>			
COMPETITION RECEIPTS		£0.00	£0.00
COURSE FEES		£2,596.00	£0.00
SUNDRY SALES RECEIPTS		£0.00	£0.00
BANK DEPOSIT INTEREST		£1.94	£14.24
PROPERTY RENTS (includes any occasional		£0.00	£0.00
OTHER REVENUE RECEIPTS	Gift Aid	£9,397.41	£0.00
<b>TOTAL REVENUE RECEIPTS</b>	<b>A</b>	<b>£50,304.90</b>	<b>£35,546.74</b>
<b>NON-REVENUE RECEIPTS –</b>			
PROCEEDS FROM SALES OF OTHER FIXED ASSETS	Boat Disposal	£0.00	£5,000.00
<b>TOTAL NON-REVENUE RECEIPTS</b>	<b>B</b>	<b>£0.00</b>	<b>£5,000.00</b>
(#Attach that Fund's similar Account of Receipts as page AC1A, and so on)			
<b>TOTAL RECEIPTS = A + B</b>	<b>C</b>	<b>£50,304.90</b>	<b>£40,546.74</b>
<b>Reconciliation:-</b>			
<b>NET CHANGE FOR YEAR IN CASH/BANK BALANCE:-</b>			
- REVENUE ITEMS (= A – D from page AC2)	<b>G</b>	£30,009.81	-£51.97
- NON-REVENUE ITEMS (= B – E from page AC2)	<b>H</b>	-£48,550.41	£5,000.00
- COMBINED (=G+H)		-£18,540.60	£4,948.03
<b>CASH/BANK BALANCE FROM LAST YEAR-END</b>		£36,312.69	£19,360.70
<b>CASH/BANK BALANCE AT THIS YEAR-END</b>	<b>2022</b>	<b>£17,772.09</b>	<b>£36,312.69</b>
<b>AC1</b>			



# THE SEA CADETS

## ANNUAL STATEMENT OF ACCOUNT\* FOR THE UNIT

### RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2022

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 general purposes):-

THIS  
YEAR  
£

LAST  
YEAR  
£

Notes

#### REVENUE PAYMENTS –

##### DIRECT CHARITABLE ACTIVITY COSTS:

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

	£218.75	£0.00
	£0.00	£0.00
	£757.55	£154.25
	£1,259.81	£25.00
	£720.00	£3,409.40
	£759.65	£0.00

##### OVERHEAD COSTS FOR:

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

	£661.36	£400.00
	£3,404.87	£1,869.52
	£715.93	£567.11
	£3,329.51	£1,230.66

##### MAINTENANCE COSTS FOR:

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

	£3,895.02	£2,541.89
	£0.00	£0.00
	£0.00	£0.00
	£0.00	£3,634.00
	£1,796.76	£1,975.66
	£528.32	£24.08
	£1,767.56	£1,210.66
Safety	Lookout	£0.00
		£23,394.00
	£0.00	£12.19

##### CHARITY GOVERNANCE COSTS:

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

	£480.00	£0.00
	£0.00	£100.00
	£0.00	£0.00
	£0.00	£50.29

TOTAL REVENUE PAYMENTS

D

£20,295.09 £40,598.71

##### NON-REVENUE PAYMENTS –

ASSETS

RIB/Tractor/wetroom/laptops/trailer	£48,550.41	£4,964.30
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TOTAL NON-REVENUE  
TOTAL PAYMENTS (=D+E)

E

F

£48,550.41 £4,964.30

£68,845.50 £45,563.01

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

AC2

AC3



<b>THE SEA CADETS</b> <b>ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT</b> <b>RECEIPTS &amp; PAYMENTS ACCOUNT for year ended 31 March 2022</b>		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																							
<b>Unit Name:</b> South Shields 315 Unit	<b>Charity No:</b> 1087355																						
<b>Unit address (or address for correspondence):-</b> <table border="1" 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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<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 24th October 2022																							
<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 2022

Form

SCC A3 (R&P)

Apr-19

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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:

2.11.22

*Ed Etringham*

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 2022 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.



.....2<sup>nd</sup> November 2022

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



## **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 2022 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.



.....2<sup>nd</sup> November 2022

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