



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day1.	Month	Year		Day	Month	Year
	1	1	2022		31	12	2022

## Section A Reference and administration details

**Charity name** The Parachute Regimental Association Tyneside Branch

**Other names charity is known by** PRA

**Registered charity number (if any)** 1124224

**Charity's principal address** 71 Viscount Close

Shiremoor

Newcastle Upon Tyne

**Postcode**

NE27 0FP

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	James Richardson	Chair	09.01.2001	Branch AGM
2	James Davey	Treasurer	14.10.2021	Branch AGM
3	Trevor Davison	Secretary	14.10.2021	Branch AGM
4	Edward Davey	Trustee	09.07.2021	Branch AGM
5	David Berry	Trustee	16.12.2013	Branch AGM
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
N/A	
N/A	
N/A	

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
N/A		
N/A		
N/A		
N/A		

**Name of chief executive or names of senior staff members (Optional information)**

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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Parachute Regimental Association (RCN 214015)
How the charity is constituted (eg. trust, association, company)	Unincorporated association
Trustee selection methods (eg. appointed by, elected by)	Trustee are appointed or reappointed annually at the Annual General Meeting. Dates are flexible based on branch accounts having been audited.

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

1. The branch comes under the governance and guidance of the Parachute Regimental Association.
2. The Association is based on a President, Executive Committee and Administrative Staff based at the Regimental HQ in Colchester with twelve regional branches, this Branche coming under the North East of England Region.
3. The Tyneside Branch has a President, Chair, Secretary, Treasurer and at present two additional Trustees. The Regional Secretary visits the Branch on a 3 to 6 monthly basis to monitor its activities and give advice if necessary.
4. At present being a small Branch, it has not been necessary to deal with major risk procedures.

## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

The aims of the association are:

- a) Support the serving personnel of the Parachute Regiment & Airborne Forces. (In ways to promote their efficiency)
- b) Maintain links between past & present members of the Airborne Forces.
- c) Provide welfare support for past & present members (& dependants) in need of assistance.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

d) Undertake acts of public commemoration & remembrance of members & former members of the Armed Forces of the Crown

1. Attending commemoration events: -
2. Falkland parade North Tyneside
3. RAF Memorial Northumberland
4. Royal British Legion parade, Newcastle, West Allotment, Backworth & Whitley Bay, the group being in North Tyneside
5. The current Trustees are aware of the Charity Commission's Guide for Trustees and have been advised to review the documents online annually for awareness. In addition, the Branch has also voted in a new Chair and Treasurer who have been advised of the Charity Commission requirements for Trustees and directed to the Gov.uk website to familiarise themselves with the detail and their duties.

#### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

1. The Branch has no grant making policy as in normal financial years the level of funding is low.

2. The Branch has no investments policy or investments due to the small amount of capital collected which varies monthly.

3. The Branch policy on contributions made by volunteers is limited to recording attendance at items listed in section D and being recorded in the Branch minutes. In addition, also paying expenses when requested however, most branch members forgo this.

## **Section E Financial review**

**Brief statement of the charity's policy on reserves**

The Branch has three accounts:

**Main.** To run the-day to-day finances of the Branch, this is the Branch's main reserve.

**Welfare.** To provide ongoing welfare contact and support to members and their families. The account is supported from the main account when required.

**Minibus.** To maintain and run the minibus (agreed by the branch that to be self-sustaining but may get support from the main account on a repayment basis.)

**Details of any funds materially in deficit**

None

#### **Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

1. The Branch does not have a membership fee or an annual subscription and relies on in-house and members small donations at Branch meeting.

2. The minibus was purchased with a grant from the Newcastle Mason Society, street collections and a small number of donations. The Branch does not have the experience to hire this as a vehicle, so will be run on milage donation, including a return with a full tank basis.

3. The branch equipment inventory is reviewed annually in January, the holdings value being reduced by 10%. The minibus value has yet to be reduced as it has only been held for under a year.

## Section F

## Other optional information

1. In September 2022, the then Chair James Richardson stepped down due to serious health problems. The absence of the secretary further compounded this issue. The Branch was run by the Treasurer and remaining Trustees during the remaining period of the year and into 2023.

2. The Branch Members were informed that if a new Chair and Secretary were not found the Branch may have to be closed. Due to insufficient numbers a suitable quorum could not be met, so no official meetings were held until March 2023. There was also uncertainty due to the possible closure of the building in which the meetings were held. The Branch moved to another location in March 2023.

3. During this unsettled period, the 2022 accounts were submitted for audit to the Regional Secretary, being passed as satisfactory also by the Branch in April. The 2023 accounts were still being monitored by the trustees until June 2023.

4. The Branch voted in a new Chair and Treasurer in June and is now back to a satisfactory level of control.

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)




Full name(s)

James Davey

John Osborne

Position (eg Secretary, Chair, etc)

Treasurer

Date

## **Independent Examiner's Report to the Trustees of Parachute Regimental Association – Tyneside Branch (North East Region)**

I report to the trustees on my examination of the accounts of Parachute Regimental Association – Tyneside Branch (North East Region) (the Trust) for the year ended 31 December 2022.

### **Responsibilities and Basis of Report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent Examiner's Statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

*Signed:*



*Name:*

Malcolm G Ebdon  
Lieutenant Commander (Hon) RN (Retired)

*Address:*

11 Ivy Road  
Walkerville  
Newcastle Upon Tyne  
NE6 4PU

*Date:*

05 September 2023

THE PARACHUTE REGIMENTAL ASSOCIATION TYNESIDE BRANCH ACCOUNT ANALYSIS FOR 2022

					BRANCH ACCOUNT				BALANCE BROUGHT FORWARD FROM				£8,147.04
INCOME	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	TOTAL
	£1,209.00	£62.00	£67.66	£110.90	£282.75	£6,183.22	£52.38	£6,099.58	£58.00	£120.73	£78.37	£0.00	£14,324.59
EXPENDITURE	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	TOTAL
	£125.00	£15.84	£7.92	£212.93	£130.00	£6,277.80	£4,864.87	£6,016.32	£0.00	£66.25	£0.00	£231.15	£17,948.08
											BALANCE		£4,523.55
					MNI BUS ACCOUNT				BALANCE BROUGHT FORWARD FROM				£0.00
INCOME	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	TOTAL
	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£4,799.52	£6,000	£24.92	£0.00	£0.00	£0.00	£10,824.44
EXPENDITURE	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	TOTAL
	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£9,424.38	£664.12	£0.00	£0.00	£0.00	£10,088.50
											BALANCE		£735.94
					WELFARE ACCOUNT				BALANCE BROUGHT FORWARD FROM				£1,493.08
INCOME	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	TOTAL
	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	263.33.	263.33.
EXPENDITURE	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	TOTAL
	£0.00	£26.00	£0.00	£0.00	£0.00	£0.00	£0.00	£184.14	£29.70	£37.00	£300.00	£250.00	£826.84
											BALANCE		£929.57
					PETTY CASH				BALANCE BROUGHT FORWARD FROM				£1.91
INCOME	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	TOTAL
	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
EXPENDITURE	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	TOTAL
	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
											BALANCE		£1.91

THE PARACHUTE REGIMENTAL ASSOCIATION TYNESIDE BRANCHACCOUNT ANALYSIS FOR 2022

FINANCIAL STATEMENT FOR THE YEAR ENDING 31st DECEMBER		FINANCIAL STATEMENT FOR THE YEAR ENDING 31st DECEMBER 2022				
				Income	Expenditure	Balance
BRANCH ACCOUNT	01697205	BRANCH ACCOUNT	01697205	£14,324.59	£17,948.08	4523.55.
MINI BUS ACCOUNT	79721860	MINI BUS ACCOUNT	79721860	£10,824.44	£10,088.50	£735.94
WELFARE ACCOUNT	01215685	WELFARE ACCOUNT	01215685	£1,493.08	£826.94	£929.57
PETTYCASH ACCOUNT		PETTYCASH ACCOUNT		£0.00	£0.00	£1.91
BALANCE		BALANCE		£26,642.11	£28,863.52	£6,190.97

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