

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2025  
FOR  
UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTCRM)**

Gibson Whitter  
Chartered Accountants  
and Chartered Tax Advisers  
Larch House  
Parklands Business Park  
Denmead  
Hampshire  
PO7 6XP

**UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTCRM)**

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FOR THE YEAR ENDED 31 JANUARY 2025**

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**UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTCRM)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 JANUARY 2025**

The trustees present their report with the financial statements of the charity for the year ended 31 January 2025. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

The fund exists for the collective benefit of the Unit as a whole, with particular emphasis on benefits to the Recruits, Marines and Junior Ranks, in order to provide the appropriate facilities to enhance the military and individual skills of all its personnel.

The objects of the Fund are for the promotion of efficiency of the Armed Forces of the Crown by the provision and support of facilities and activities for the efficiency and well-being of service personnel.

The fund carries out these objects by:

Providing and assisting service personnel to more effectively perform their roles within the Armed Forces of the Crown by providing and supporting social activities, sporting and adventure training activities and associated facilities. This assistance enables service personnel to face the challenges and danger associated with military service by developing and maintaining their teamwork; skills; fitness; confidence, character, spirit, attitude and morale. As a result the fund promotes the efficiency of the Armed Forces of the Crown by enhancing the capability of the Royal Marines to undertake the roles demanded of it including the defence of the United Kingdom and its interests.

Income to the Charity is derived from various grants, subscriptions, surpluses from the regimental shop and laundrette venture, interest and occasional donations. The laundrette turnover has increased this year. The conversion of all washing machines to self-service, whilst reducing the cost to the recruit, has meant that more laundrette machines are available at all times. The service wash system which was stopped by the charity in the previous year was only available to recruits during the laundrette service hours. The increased number of trainees on camp has also contributed to this.

The regimental shops turnover has increased due to inflation based selling price increases. The overall profit margin of the regimental shops has also increased this year as the number of bespoke (customised shop stock) orders the Charity has received has increased. The increase in the number of trainees on camp has also contributed to this. Grants were paid to many groups and individuals to pursue activities that have enhanced military efficiency, improved morale and enhanced the general welfare of the beneficiaries of the fund.

In allocating these grants the Management has considered the impact on the fund/account and where necessary has designated the amounts shown in the accounts to be carried over to the following year which represent the amounts allocated but not yet spent.

The activities of the charity in the form of social and occasional sporting events are accounted for by means of designated and restricted funds. The Management find that by using these funds to analyse the income and expenditure, it can control the various projects with more ease for current and future charitable objects.

The summary of income and expenditure relating to the various funds can be found at note 20.

**UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTRM)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 JANUARY 2025**

**OBJECTIVES AND ACTIVITIES**

**Grant Making Policy**

The policy of the Trustee is to manage the Fund's affairs with prudence taking into consideration the long term as well as a short term view of the fund, whilst expending the income in accordance with the purpose laid down in the Fund's Charter. Grants to groups and individuals are made within the bounds of the charter.

Fund meetings are held regularly and at least once per term, where the management committee will consider bids and applications to the fund. Any bids falling outside the bounds of the charter are not normally approved unless they are within the spirit of the aim of the fund charter.

**Public Benefit**

The Charity exists to support the military efficiency of the Royal Marines. By improving morale and Esprit de Corps amongst members of the Corps family the Charity directly contributes to the quality of the Royal Marines as a key component of the nation's Armed Forces and thereby to the defence of the nation. The Trustee has complied with the duty in the Charities Act 2011 and given regard to the Charity Commission.

**FINANCIAL REVIEW**

**Financial position**

There has been a steady income and expenditure flow within the accounting period and the fund is operating as a going concern with sufficient funds available for the day to day and future activities. Total income for the year amounted to £746,685 (2024: £809,779). This income was mainly from the shop and laundrette activity and grants to the Charity. Total resources expended amounted to £744,797 (2024: £680,992); the total fund balance carried forward at the end of the year amounted to £876,734.

The Trustee is satisfied with the performance of the fund over the last accounting period and considers that expenditure has been within the Charter of the Fund.

**Reserves policy**

The Trustee's policy is to maintain a sufficient level of reserves within investments, current balance £426,578, to cover a redundancy contingency for the civilian staff of six months wages, £45,000 and sufficient to cover the laundrette equipment operating lease rental, currently £104,847. This policy provides a stable base for the Charity's continuing activities. General reserves are normally only maintained at a level which is sufficient to meet the running costs of the Charity, a working capital of £90,000 is maintained to meet this requirement and the remaining reserves are used to make grants in accordance with the Charity's objectives on a regular basis.

At 31 January 2025 the fund had free reserves of £190k. This is calculated as follows:

	<b>£'000</b>
Net assets	877
Less: Designated funds	(112)
Functional fixed assets	(7)
Investments as noted above	(427)
Stock	(113)
Laundrette equipment AirWallet system prepayment	(28)
	<hr/>
	190
	<hr/> <hr/>

This indicates that the fund had excess reserves of £100k at 31 January 2025. This is an increase on the surplus at 31 January 2024 (£23K). The trustee continues to consider options to reduce the level of excess reserves including the need to increase retained reserves to offset expected future cuts in income.

**UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTCRM)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 JANUARY 2025**

**FINANCIAL REVIEW**

**Financial Risk Management**

The Trustee's view is that a good level of reserves and the low administrative costs of the Charity mean that its exposure to risk is very limited. The Trustee, as a matter of principle, does not accept any obligations on behalf of the Charity without having the funds immediately available to meet those obligations.

The internal checks and controls governed by Service Regulations ensure that regular and random checks are applied to the Charity to safeguard its assets and grant making policy.

**Investment Policy**

The Trustee has the power to invest in such assets as he sees fit within the restrictions of the Investment Policy laid down in Service Fund Regulations Chapter 8. Currently the investments are held within a managed account with the RNRMC's Investment portfolio with Cazenove Capital and Sarasin & Partners LLP Investment Managers. The Trustee's aim is to invest all funds surplus to immediate requirements in interest bearing accounts to maximise the returns.

**FUTURE PLANS**

The charitable objectives for the forthcoming year are to:

- Provide the appropriate amenities for the personnel of the Unit; predominantly aimed at meeting the needs of the Recruits and other trainees training at the Centre.
- Make appropriate grants and to maintain and enhance the performance of the personnel within the organisation.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

The Governing Document, in conjunction with the Charter details the aim, purpose, roles and responsibilities and objectives; ensuring the correct governance and management within the Unit Institute Fund. The Charter is to be reviewed annually by the UIF Committee, last review date 31 January 2022.

The account of the Commando Training Centre Royal Marines (CTCRM) Unit Institute Fund was created to provide amenities, entertainment and facilities for the personnel of the Unit not otherwise provided for by the public purse and also to promote military efficiency and well being. The Commanding Officer Support Wing at CTCRM is the sole Managing Trustee in line with current Service Regulations. The Trustee is therefore selected by appointment from within the Royal Marines and will generally change at regular intervals. Trustees are inducted by appointment and will have received training in account management in accordance with Service Fund Regulations and whose duties are laid down in Kings Regulations.

The Trustee has delegated the day to day running of the account to nominated representatives from within the unit organisation. Fund committee meetings are held on a frequent basis and have been structured to provide a wide representation of personnel to represent the best interests of the Charity. However, all decisions are minuted and approved by the Trustee as laid down within the charter.

**Risk management**

The Management has considered the major risks to which the charity is exposed. These risks have been reviewed and the management have established systems and procedures to manage them. The Trustee considers by reviewing the accounts monthly, the management are able to manage and review the income over expenditure.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1125969

**UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTCRM)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 JANUARY 2025**

**Principal address**

Commando Training Centre Royal Marines  
Lympstone  
Devon  
EX8 5AR

**Trustees**

Lt Col C M I Hall MBE RM (resigned 1.11.24)  
Lt Col T M Evans-Jones (appointed 1.11.24)

**Independent Examiner**

Gibson Whitter  
Chartered Accountants  
and Chartered Tax Advisers  
Larch House  
Parklands Business Park  
Denmead  
Hampshire  
PO7 6XP

Approved by order of the board of trustees on 12 June 2025 and signed on its behalf by:

Lt Col T M Evans-Jones - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTCRM)**

**Independent examiner's report to the trustees of Unit Institute Fund, Commando Training Centre Royal Marines (UIF CTCRM)**

I report to the charity trustees on my examination of the accounts of Unit Institute Fund, Commando Training Centre Royal Marines (UIF CTCRM) (the Trust) for the year ended 31 January 2025.

**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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

**Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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.

Gavin Whitter

Gibson Whitter  
Chartered Accountants  
and Chartered Tax Advisers  
Larch House  
Parklands Business Park  
Denmead  
Hampshire  
PO7 6XP

23 June 2025

**UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTCRM)**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 JANUARY 2025**

	Notes	Unrestricted funds £	Restricted funds £	31.1.25 Total funds £	31.1.24 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	60,928	-	60,928	226,306
<b>Charitable activities</b>	5				
Amenities		4,147	-	4,147	3,178
UIF Shop		509,042	-	509,042	425,853
UIF Laundrette		144,833	-	144,833	129,479
Other trading activities	3	15,457	-	15,457	16,416
Investment income	4	12,278	-	12,278	8,547
<b>Total</b>		<u>746,685</u>	<u>-</u>	<u>746,685</u>	<u>809,779</u>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>	6				
Amenities		188,419	-	188,419	170,783
UIF Shop		451,868	-	451,868	402,188
UIF Laundrette		104,510	-	104,510	108,021
<b>Total</b>		<u>744,797</u>	<u>-</u>	<u>744,797</u>	<u>680,992</u>
Net gains/(losses) on investments		<u>53,954</u>	<u>-</u>	<u>53,954</u>	<u>(8,592)</u>
<b>NET INCOME</b>		55,842	-	55,842	120,195
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		820,892	-	820,892	700,697
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>876,734</u></u>	<u><u>-</u></u>	<u><u>876,734</u></u>	<u><u>820,892</u></u>

The notes form part of these financial statements



**UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTCRM)**

**BALANCE SHEET  
31 JANUARY 2025**

	Notes	31.1.25 £	31.1.24 £
<b>FIXED ASSETS</b>			
Tangible assets	13	7,124	11,787
Investments	14	426,578	312,624
		<u>433,702</u>	<u>324,411</u>
<b>CURRENT ASSETS</b>			
Stocks	15	113,191	127,183
Debtors	16	50,016	90,918
Cash at bank and in hand		298,854	288,252
		<u>462,061</u>	<u>506,353</u>
<b>CREDITORS</b>			
Amounts falling due within one year	17	(19,029)	(9,872)
		<u>443,032</u>	<u>496,481</u>
<b>NET CURRENT ASSETS</b>			
		<u>443,032</u>	<u>496,481</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
		876,734	820,892
<b>NET ASSETS</b>		<u>876,734</u>	<u>820,892</u>
<b>FUNDS</b>	20		
Unrestricted funds		876,734	820,892
<b>TOTAL FUNDS</b>		<u>876,734</u>	<u>820,892</u>

The financial statements were approved and authorised for issue by the Board of Trustees and authorised for issue on 12 June 2025 and were signed on its behalf by:

Lt Col T M Evans-Jones - Trustee

**UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTCRM)**

**CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 JANUARY 2025**

	Notes	31.1.25 £	31.1.24 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	58,324	26,599
Net cash provided by operating activities		<u>58,324</u>	<u>26,599</u>
<b>Cash flows from investing activities</b>			
Purchase of fixed asset investments		(60,000)	-
Interest received		4,296	2,870
Dividends received		7,982	5,677
Net cash (used in)/provided by investing activities		<u>(47,722)</u>	<u>8,547</u>
<b>Change in cash and cash equivalents in the reporting period</b>		<u>10,602</u>	<u>35,146</u>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>288,252</u>	<u>253,106</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u><u>298,854</u></u>	<u><u>288,252</u></u>

The notes form part of these financial statements

**UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTRM)**

**NOTES TO THE CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 JANUARY 2025**

**1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	31.1.25 £	31.1.24 £
<b>Net income for the reporting period (as per the Statement of Financial Activities)</b>	55,842	120,195
<b>Adjustments for:</b>		
Depreciation charges	4,663	6,312
(Gain)/losses on investments	(53,954)	8,592
Interest received	(4,296)	(2,870)
Dividends received	(7,982)	(5,677)
Decrease/(increase) in stocks	13,992	(24,764)
Decrease/(increase) in debtors	40,902	(71,064)
Increase/(decrease) in creditors	9,157	(4,125)
<b>Net cash provided by operations</b>	<u>58,324</u>	<u>26,599</u>

**2. ANALYSIS OF CHANGES IN NET FUNDS**

	At 1.2.24 £	Cash flow £	At 31.1.25 £
<b>Net cash</b>			
Cash at bank and in hand	288,252	10,602	298,854
	<u>288,252</u>	<u>10,602</u>	<u>298,854</u>
<b>Total</b>	<u>288,252</u>	<u>10,602</u>	<u>298,854</u>

The notes form part of these financial statements

**UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTRM)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JANUARY 2025**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

**Income**

Voluntary income including donations, gifts and legacies and grants that provide funding of a general nature are recognised where there is entitlement, the receipt is probable and the amount can be measured with sufficient reliability. Such income is only deferred when:

- the donor specifies that the grant or donation must only be used in future accounting periods; or
- the donor has imposed conditions which must be met before the charity has unconditional entitlement.

Income from activities for generating funds, such as vending and amusement income, are recognised on a receivable basis.

Investment income is recognised on a receivable basis.

Income from charitable activities relates to shop sales, laundrette sales and amenities income. Such income is recognised on a receivable basis.

**Volunteers and donated services**

The value of services provided by volunteers is not incorporated into these financial statements.

Where goods or services are provided to the charity as a donation that would normally be purchased from suppliers, this contribution is included in the financial statements at an estimate based on the value of the contribution to the charity.

**Expenditure**

Expenditure is recognised when a liability is incurred. Contractual arrangements are recognised as goods or services are supplied.

- Costs of generating funds are those costs incurred in attracting voluntary income.
- Charitable activities include expenditure associated with the shop, laundrette and amenities and include both the direct costs and support costs relating to those activities.
- Support and governance costs include central functions and have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

**Irrecoverable vat**

All resources expended are classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Equipment                      - 20% on cost

**UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTCRM)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 JANUARY 2025**

**1. ACCOUNTING POLICIES - continued**

**Tangible fixed assets**

Motor vehicles - 10% on cost

Individual fixed assets costing £500 or more are capitalised at cost.

**Fixed asset investments**

Investments are stated at market value inclusive of accrued income as at the balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between the market value at the end of the year and opening market value or purchase date if later. Realised and unrealised gains are not separated in the Statement of Financial Activities.

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Stock is valued on an average cost basis.

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustee.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Pension costs and other post-retirement benefits**

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**2. DONATIONS AND LEGACIES**

	31.1.25	31.1.24
	£	£
Donations	16,561	20,354
Grants	35,591	41,900
Donated goods for re-sale	8,776	-
Gainshare income	-	164,052
	<u>60,928</u>	<u>226,306</u>

**UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTCRM)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 JANUARY 2025**

**2. DONATIONS AND LEGACIES - continued**

Grants received, included in the above, are as follows:

	31.1.25 £	31.1.24 £
RMA - The Royal Marines Charity	35,591	40,638
Rebalancing Lives	-	1,262
	<u>35,591</u>	<u>41,900</u>

**3. OTHER TRADING ACTIVITIES**

	31.1.25 £	31.1.24 £
Vending and amusement income	15,457	16,416
	<u>15,457</u>	<u>16,416</u>

**4. INVESTMENT INCOME**

	31.1.25 £	31.1.24 £
Listed investments	7,982	5,677
Deposit account interest	4,296	2,870
	<u>12,278</u>	<u>8,547</u>

**5. INCOME FROM CHARITABLE ACTIVITIES**

	Activity	31.1.25 £	31.1.24 £
Transit van income	Amenities	246	488
Entertainment income	Amenities	3,901	2,690
Shop sales	UIF Shop	509,042	425,853
Laundry income	UIF Laundrette	144,833	129,479
		<u>658,022</u>	<u>558,510</u>

**6. CHARITABLE ACTIVITIES COSTS**

	Direct Costs (see note 7) £	Grant funding of activities (see note 8) £	Support costs (see note 9) £	Totals £
Amenities	78,924	105,936	3,559	188,419
UIF Shop	448,309	-	3,559	451,868
UIF Laundrette	100,952	-	3,558	104,510
	<u>628,185</u>	<u>105,936</u>	<u>10,676</u>	<u>744,797</u>

**UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTCRM)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 JANUARY 2025**

**7. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	31.1.25	31.1.24
	£	£
Staff costs	84,775	101,070
Transit van expenditure	2,034	2,150
Sky subscriptions	1,123	1,131
TV licences	339	477
Cost of goods - shop	382,064	330,536
Shop expenses	12,021	11,456
Cost of goods - laundry	29,616	18,922
Laundry rental costs	54,984	54,703
Entertainment expenditure	49,609	58,392
Vending machine expenses	11,620	11,941
	<u>628,185</u>	<u>590,778</u>

**8. GRANTS PAYABLE**

	31.1.25	31.1.24
	£	£
Amenities	<u>105,936</u>	<u>78,129</u>

There were no grants to institutions paid during the year (31.1.24: none).

**9. SUPPORT COSTS**

	Management	Governance costs	Totals
	£	£	£
Amenities	2,606	953	3,559
UIF Shop	2,605	954	3,559
UIF Laundrette	2,605	953	3,558
	<u>7,816</u>	<u>2,860</u>	<u>10,676</u>

Support costs, included in the above, are as follows:

**Management**

	Amenities	UIF Shop	UIF Laundrette	31.1.25 Total activities	31.1.24 Total activities
	£	£	£	£	£
Insurance	450	449	449	1,348	1,348
Repairs and maintenance	-	-	-	-	90
Donations	176	177	176	529	229
Presentation expenditure	234	235	235	704	782
Bank charges	191	190	191	572	772
Depreciation	1,555	1,554	1,554	4,663	6,312
	<u>2,606</u>	<u>2,605</u>	<u>2,605</u>	<u>7,816</u>	<u>9,533</u>

**UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTRM)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 JANUARY 2025**

**9. SUPPORT COSTS - continued**

**Governance costs**

	Amenities £	UIF Shop £	UIF Laundrette £	31.1.25 Total activities £	31.1.24 Total activities £
Independent examination fee	481	482	482	1,445	1,425
Accountancy and legal fees	472	472	471	1,415	1,127
	<u>953</u>	<u>954</u>	<u>953</u>	<u>2,860</u>	<u>2,552</u>

**10. TRUSTEES' REMUNERATION AND BENEFITS**

There was no trustee's remuneration or other benefits for the year ended 31 January 2025 nor for the year ended 31 January 2024.

**Trustees' expenses**

There was no trustee's expenses paid for the year ended 31 January 2025 nor for the year ended 31 January 2024.

**11. STAFF COSTS**

	31.1.25 £	31.1.24 £
Wages and salaries	81,944	98,366
Social security costs	1,080	1,039
Other pension costs	1,751	1,665
	<u>84,775</u>	<u>101,070</u>

The average monthly number of employees during the year was as follows:

	31.1.25	31.1.24
Charitable activities	<u>5</u>	<u>6</u>

No employees received emoluments in excess of £60,000.

The number of full time equivalent employees during the year was 4 (31.1.24: 5).

**12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	226,306	-	226,306
<b>Charitable activities</b>			
Amenities	3,178	-	3,178
UIF Shop	425,853	-	425,853
UIF Laundrette	129,479	-	129,479
Other trading activities	16,416	-	16,416
Investment income	8,547	-	8,547



**UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTRM)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 JANUARY 2025**

**12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>Total</b>	<u>809,779</u>	<u>-</u>	<u>809,779</u>
<b>EXPENDITURE ON Charitable activities</b>			
Amenities	170,783	-	170,783
UIF Shop	402,188	-	402,188
UIF Laundrette	108,021	-	108,021
<b>Total</b>	<u>680,992</u>	<u>-</u>	<u>680,992</u>
Net gains/(losses) on investments	<u>(8,592)</u>	<u>-</u>	<u>(8,592)</u>
<b>NET INCOME</b>	120,195	-	120,195
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	700,697	-	700,697
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>820,892</u>	<u>-</u>	<u>820,892</u>

**13. TANGIBLE FIXED ASSETS**

	Equipment £	Motor vehicles £	Totals £
<b>COST</b>			
At 1 February 2024 and 31 January 2025	<u>27,612</u>	<u>10,495</u>	<u>38,107</u>
<b>DEPRECIATION</b>			
At 1 February 2024	18,824	7,496	26,320
Charge for year	3,164	1,499	4,663
At 31 January 2025	<u>21,988</u>	<u>8,995</u>	<u>30,983</u>
<b>NET BOOK VALUE</b>			
At 31 January 2025	<u>5,624</u>	<u>1,500</u>	<u>7,124</u>
At 31 January 2024	<u>8,788</u>	<u>2,999</u>	<u>11,787</u>

**UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTCRM)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 JANUARY 2025**

**14. FIXED ASSET INVESTMENTS**

	Listed investments £
<b>MARKET VALUE</b>	
At 1 February 2024	312,624
Additions	60,000
Revaluations	53,954
	<hr/>
At 31 January 2025	426,578
	<hr/>
<b>NET BOOK VALUE</b>	
At 31 January 2025	426,578
	<hr/>
At 31 January 2024	312,624
	<hr/>

76.6% of the total investment fund is held in non-UK investments.

Listed investments represent the charity's funds invested in the Royal Navy and Royal Marines Charity's common investment fund. The charity's investments represent 0.9% of the investment fund.

**15. STOCKS**

	31.1.25 £	31.1.24 £
Shop stock	111,522	126,037
Laundry vending stock	1,669	1,146
	<hr/>	<hr/>
	113,191	127,183
	<hr/>	<hr/>

**16. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.1.25 £	31.1.24 £
Other debtors	2,680	-
Accrued income	-	3,990
Prepayments	47,336	86,928
	<hr/>	<hr/>
	50,016	90,918
	<hr/>	<hr/>

**UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTRM)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 JANUARY 2025**

**17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.1.25	31.1.24
	£	£
Social security and other taxes	16,468	8,446
Other creditors	2,561	1,426
	<u>19,029</u>	<u>9,872</u>

**18. LEASING AGREEMENTS**

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31.1.25	31.1.24
	£	£
Within one year	54,703	54,703
Between one and five years	50,144	104,847
	<u>104,847</u>	<u>159,550</u>

Non-cancellable operating leases are in respect of the charity's laundrette equipment.

**19. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted funds £	Restricted funds £	31.1.25 Total funds £	31.1.24 Total funds £
Fixed assets	7,124	-	7,124	11,787
Investments	426,578	-	426,578	312,624
Current assets	462,061	-	462,061	506,353
Current liabilities	(19,029)	-	(19,029)	(9,872)
	<u>876,734</u>	<u>-</u>	<u>876,734</u>	<u>820,892</u>

**20. MOVEMENT IN FUNDS**

	At 1.2.24 £	Net movement in funds £	Transfers between funds £	At 31.1.25 £
<b>Unrestricted funds</b>				
General fund	607,946	156,331	-	764,277
PAYD Gainshare	117,634	(82,720)	(20,000)	14,914
OR's Christmas Dinner	-	(5,970)	10,000	4,030
Kids Christmas Party	951	(1,594)	2,000	1,357
Unit Bonfire Night	3,526	(6,419)	8,000	5,107
Catering Maintenance	3,328	-	-	3,328
M&E Award fund	503	-	-	503
Business Development Fund	69,318	-	-	69,318
Events fund	764	286	-	1,050
Outside Area Development Fund	7,838	(2,612)	-	5,226
JNCO's Club Fund	9,084	(1,460)	-	7,624
	<u>820,892</u>	<u>55,842</u>	<u>-</u>	<u>876,734</u>
<b>TOTAL FUNDS</b>	<u>820,892</u>	<u>55,842</u>	<u>-</u>	<u>876,734</u>

**UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTRM)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 JANUARY 2025**

**20. MOVEMENT IN FUNDS - continued**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	706,893	(604,516)	53,954	156,331
PAYD Gainshare	-	(82,720)	-	(82,720)
OR's Christmas Dinner	-	(5,970)	-	(5,970)
Kids Christmas Party	300	(1,894)	-	(1,594)
Unit Bonfire Night	2,810	(9,229)	-	(6,419)
Families Day	35,971	(35,971)	-	-
Events fund	711	(425)	-	286
Outside Area Development Fund	-	(2,612)	-	(2,612)
JNCO's Club Fund	-	(1,460)	-	(1,460)
	<u>746,685</u>	<u>(744,797)</u>	<u>53,954</u>	<u>55,842</u>
<b>TOTAL FUNDS</b>	<u>746,685</u>	<u>(744,797)</u>	<u>53,954</u>	<u>55,842</u>

**Comparatives for movement in funds**

	At 1.2.23 £	Net movement in funds £	Transfers between funds £	At 31.1.24 £
<b>Unrestricted funds</b>				
General fund	541,319	11,726	54,900	607,945
PAYD Gainshare	-	129,027	(11,393)	117,634
OR's Christmas Dinner	-	(9,393)	9,393	-
Kids Christmas Party	473	(1,522)	2,000	951
Unit Bonfire Night	2,599	(4,222)	5,150	3,527
Catering Maintenance	3,328	-	-	3,328
Families Day	2,030	(2,030)	-	-
M&E Award fund	503	-	-	503
Business Development Fund	129,368	-	(60,050)	69,318
Events fund	1,011	(247)	-	764
Outside Area Development Fund	10,450	(2,612)	-	7,838
JNCO's Club Fund	9,616	(532)	-	9,084
	<u>700,697</u>	<u>120,195</u>	<u>-</u>	<u>820,892</u>
<b>TOTAL FUNDS</b>	<u>700,697</u>	<u>120,195</u>	<u>-</u>	<u>820,892</u>

**UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTCRM)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 JANUARY 2025**

**20. MOVEMENT IN FUNDS - continued**

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	590,673	(570,355)	(8,592)	11,726
PAYD Gainshare	165,678	(36,651)	-	129,027
OR's Christmas Dinner	-	(9,393)	-	(9,393)
Kids Christmas Party	198	(1,720)	-	(1,522)
Unit Bonfire Night	4,613	(8,835)	-	(4,222)
Families Day	48,238	(50,268)	-	(2,030)
Events fund	379	(626)	-	(247)
Outside Area Development Fund	-	(2,612)	-	(2,612)
JNCO's Club Fund	-	(532)	-	(532)
	<u>809,779</u>	<u>(680,992)</u>	<u>(8,592)</u>	<u>120,195</u>
<b>TOTAL FUNDS</b>	<u>809,779</u>	<u>(680,992)</u>	<u>(8,592)</u>	<u>120,195</u>

**PAYD Gainshare**

PAYD Gainshare dividend is now from the Hestia soft facilities management contract and all funds are non-public money. It is used in line with UIF charter. Primarily used for the greater good of all those working at CTCRM. The CO is the fund manager.

**OR's Christmas Dinner**

Internal grant made to account to facilitate the other rank's Christmas Dinner, any balance left is returned to the general fund.

**Catering Maintenance**

Monies granted from the closed Catering Amenity fund. To be used to maintain and replace UIF purchased catering equipment i.e. BBQ's.

**Children's Christmas Party**

Internal grant made to account to facilitate Children's Christmas Dinner, any balance left is returned to the general fund.

**Families Day**

Used to facilitate Families' Day and receive grants etc, any balance left is returned to the general fund.

**Unit Bonfire Night fund**

Used to facilitate the Unit bonfire night display and received grants. Any balance left is returned to the general fund.

**M&E Awards fund**

Moral & Efficiency Fund - established within the UIF in April 14, £500 of the bi-annual TRMC Grant to the UIF is put into the new Fund to allow funding for Unit Moral & Efficiency Awards, mainly used at the end of term 'Clear Lower Deck' (Presented by the Comdt or CO SPTW).

**UNIT INSTITUTE FUND, COMMANDO TRAINING  
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**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 JANUARY 2025**

**20. MOVEMENT IN FUNDS - continued**

**Business Development Fund**

Business development Fund - established within the UIF in November 17, in order to facilitate larger projects for the improvement of the UIF capability to support the Unit; shop refurbishment, laundry improvement, replacement transit van, and ultimately a self-sustaining fund that can meet any shortfalls from the changes in Gainshare allocation in the future.

**Function Room Refurbishment Fund**

The Function Room Refurbishment Fund has been raised as a Restricted Fund within the UIF, on receipt of a kind charitable donation from Lt Col P H Scarf RM (Rtd). This money was donated to the Unit to help to fund the refurbishment work for the main reception rooms at CTCRM. Lt Col Scarf RM placed no naming constraints for the refurbished rooms, however it was requested that his donation was linked to either RM Bickleigh or HMS Bulwark (R08). Further funding for the project is going to requested through RNRMC and TRMC, as well as Unit contributions.

**Events Fund**

Events Fund - established within the UIF in 2020 for the end of term band concerts held on camp. The ticket sales for these events will be used to pay associated expenses of these events. This event fund is intended to continue in order that the end of term concerts are cost neutral to the camp.

**Outside Area Development Fund**

Outside Area Development Fund - established within the UIF in 2022, in order to facilitate a larger project undertaken in the 2022 financial year to improve the outside space at the base. The fund has been created for costs of the improvements above the grants received from RMRMC and Rebalancing Lives. Any balance left has been returned to the general fund.

**RBL Outside Area Development Fund**

RBL Outside Area Development Fund - established within the UIF in 2022, in order to facilitate a larger project undertaken in the 2022 financial year to improve the outside space at the base. The fund has been created for the grant received from Rebalancing Lives and associated costs of the project.

**RMRMC Outside Area Development Fund**

RMRMC Outside Area Development Fund - established within the UIF in 2022, in order to facilitate a larger project undertaken in the 2022 financial year to improve the outside space at the base. The fund has been created for the grant received from RMRMC and associated costs of the project.

**JNCO's Club Fund**

JNCO's Club Fund - established within the UIF in 2022 from the closure of the ongoing fund within CTCRM with the remaining fund value donated to the UIF. The fund is intended to be used for JNCO grant and other funding requests until the fund has been cleared.

**21. RELATED PARTY DISCLOSURES**

**Ministry of Defence**

The charity works closely with the Ministry of Defence (MOD). Some of the charity's personnel are employed by the MOD and the charity operates from MOD premises for which no charge is incurred. The amount of time spent by MOD personnel or the amount of MOD premises space utilised by the charity is not discrete from other MOD responsibilities. Therefore no value has been recognised as donated services within these financial statements for the use of MOD personnel and premises.

**UNIT INSTITUTE FUND, COMMANDO TRAINING  
CENTRE ROYAL MARINES (UIF CTCRM)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 JANUARY 2025**

**22. ULTIMATE CONTROLLING PARTY**

The charity is under the control of the trustee.