

**Service Non Public Funds Final Accounts,  
Managing Trustee's Report, Internal Audit  
Board Report and Independent Examiner's Report (SORP 2005 compliant)  
Regimental Accountant Scheme**

Army Form N1514  
(Rev 11/09)

Unit: Infantry Training Centre Catterick

Address: Vimy Barracks, Catterick Garrison, North Yorkshire, DL9 3PS

In Respect of the Warrant Officers & Sergeants Mess

Fund/Charity

Charity Commission/Regulator registered number

1129688

For the period from 01 November 2022 to 31 October 2023

**Managing Trustee(s) during the period:**

From	01-Nov-2022	to	13-Aug-2023	Name	Lt Col J C F Huxley R IRISH
From	14-Aug-2023	to	31-Oct-2023	Name	Lt Col P J Morgan SCOTS
From		to		Name	

**Fund Manager(s) during the period:**

From	01-Nov-2022	to	31-Oct-2023	Name	Capt L Parkes RLC
From		to		Name	
From		to		Name	
From		to		Name	

**Internal Auditor(s) during the period:**

From	01-Nov-2022	to	02-Oct-2023	Name	Mr D J Cross
From	03-Oct-2023	to	31-Oct-2023	Name	Ms S Bateson
From		to		Name	

**Associate Auditor(s) during the period:**

Associate Auditor	
Associate Auditor	
Associate Auditor	

**Regimental Accountant(s) during the period:**

From	01-Nov-2022	to	31-Oct-2023	Name	Mrs A Clark
From				Name	
From		to		Name	



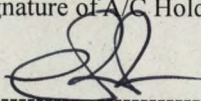
October 2023

<u>End of last year</u>		<u>Balance</u>
	Fixed Assets	
✓ 3,046.62	CAPITAL PROPERTY	3,883.96
3,046.62	Total Fixed Assets	3,883.96 ✓
	Current Assets	
11,028.54	Current bank account	33,393.26
25,351.42	TREASURY ACCOUNT	25,351.42
1,047.46	Debtors	1,927.86
80.50	STOCK ON HAND	0.00
37,507.92	Total Current Assets	60,672.54
40,554.54	Total Assets	64,556.50
	Liabilities	
645.12	Creditors	598.43
15.24	VAT control	27.30
0.00	VAT payable	0.00
(660.36)	Total Liabilities	(625.73)
39,894.18	Total Assets Minus Liabilities	63,930.77
	Total Funds	
45,421.49	Total Restricted Funds	46,377.85 ✓
0.00	Total Endowment Funds	0.00
0.00	Total Designated Funds	0.00
(5,527.31)	Accumulated Trading & GPF	17,552.92 ✓
39,894.18	Total Funds	63,930.77 ✓



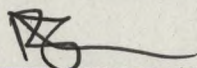
<u>End of last year</u>		<u>Balance</u>
	Funds Analysis	
	-----	
	Designated Funds	
	-----	
0.00		0.00
	Restricted Funds	
	-----	
10,045.34	ENTERTAINMENT	16,264.00
7,569.43	PRESENTATION	7,944.89
6,796.94	1 ITB ENTS	771.70
10,344.95	2 ITB ENTS	2,984.64
7,990.73	ITC ENTS	2,190.38
0.00	FUNCTIONS	10,026.10
1,569.25	LIVERS IN FUND	4,946.94
500.32	SNOWBALL	440.32
105.06	WOs FUND - SP BN	358.06
164.49	WOs FUND - 1 ITB	311.49
334.98	WOs FUND - 2 ITB	56.11
0.00	TEA & COFFEE	83.22
45,421.49		46,377.85
	Endowment Funds	
	-----	
0.00		0.00
	Trading and General Purpose Funds	
	-----	
(149.50)	Trading surplus	0.00
0.00	Non Primary Purpose trading surplus	0.00
(64,527.89)	General Purpose Fund surplus	23,080.23
(64,677.39)	Trading & GPF surplus	23,080.23
59,150.08	Balance at last balance sheet	(5,527.31)
(5,527.31)	Accumulated Trading & GPF	17,552.92
39,894.18	Grand total	63,930.77

Signature of A/C Holder/Fund Manager



Date 8 Feb 24

Signature of Managing Trustee





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Balance Sheet - October 2023

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Infantry Training Centre

Printed: 31/10/2023

04 SGT'S MESS

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End of last year

Balance

Date

8 FEB 2024



## Infantry Training Centre

04 SGT'S MESS

Balance date to end of October 2023

All nominal codes

Without cost centre codes shown

<u>A/C Code</u>	<u>Name</u>	<u>Balance</u>	<u>Year Movement</u>
B100	CAPITAL PROPERTY	3,883.96	837.34
B400	STOCK ON HAND	0.00	-80.50
B500	Debtors	1,927.86	880.40
B650	Current bank account	33,393.26	22,364.72
B651	TREASURY ACCOUNT	25,351.42	0.00
B700	Creditors	-598.43	46.69
B750	VAT control	-27.30	-12.06
B760	VAT payable	0.00	0.00
B900	Accumulated GPF	5,527.31	64,677.39
R100	ENTERTAINMENT	-16,264.00	-6,218.66
R102	PRESENTATION	-7,944.89	-375.46
R103	1 ITB ENTS	-771.70	6,025.24
R104	2 ITB ENTS	-2,984.64	7,360.31
R105	ITC ENTS	-2,190.38	5,800.35
R106	FUNCTIONS	-10,026.10	-10,026.10
R107	LIVERS IN FUND	-4,946.94	-3,377.69
R108	SNOWBALL	-440.32	60.00
R109	WOs FUND - SP BN	-358.06	-253.00
R110	WOs FUND - 1 ITB	-311.49	-147.00
R111	WOs FUND - 2 ITB	-56.11	278.87
R113	TEA & COFFEE	-83.22	-83.22
		70,083.81	108,331.31
		-47,003.58	-20,573.69
		<u>23,080.23</u>	<u>87,757.62</u>



## Infantry Training Centre

<u>A\C Code</u>	<u>Name</u>	<u>Balance</u>	<u>Month Movement</u>
G001	DONATIONS	0.00	0.00
G002	GRANTS	0.00	0.00
G003	PRESENTATIONS	0.00	0.00
G050	GAMING MACHINE INCOME	0.00	0.00
G100	BAR PROFIT - CONTRACTOR	-3,571.59	-208.89
G124	VENDING MACHINE INCOME	0.00	0.00
G125	BANK INTEREST	-589.57	-589.57
G150	SUBSCRIPTIONS	-16,557.08	-1,398.71
G151	ENTERTAINMENTS	-15,000.00	0.00
G152	FUNCTION INCOME	0.00	0.00
G156	MESS COFFEE/TEA	0.00	0.00
G400	TRANSFER IN	0.00	0.00
G520	GAMING MACHINE HIRE	0.00	0.00
G600	MESS BILL	0.00	0.00
G601	ADJUTS/REFUNDS ENTERTAINMENTS	1,877.93	0.00
G605	TPT COSTS	0.00	0.00
G606	CLEANING ITEMS	0.00	0.00
G607	ED PAY	0.00	0.00
G610	DECORATIONS	0.00	0.00
G612	TEAM ACTIVITIES	374.55	0.00
G615	FUNCTIONS	134.00	0.00
G620	NAPKINS & CANDLES	397.50	0.00
G621	NON VALUE PROPERTY	0.00	0.00
G625	INCORRECTLY RAISED CHARGES	0.00	0.00
G635	MESSING	0.00	0.00
G665	SPORT	0.00	0.00
G685	ACCM LOSSES	0.00	0.00
G686	ENGRAVING	0.00	0.00
G695	PROPERTY REPAIRS	0.00	0.00
G696	EXPENDABLE PROPERTY	0.00	0.00
G700	NEWSPAPERS	595.00	0.00
G730	INFRASTRUCTURE ENHANCEMENT	0.00	0.00
G748	ENTERTAINMENTS	0.00	0.00
G749	PRIZES	0.00	0.00
G751	INSURANCE	391.90	0.00



## Infantry Training Centre

<u>A\C Code</u>	<u>Name</u>	<u>Balance</u>	<u>Month Movement</u>
G753	STATIONARY	1.00	0.00
G755	POSTAGE	0.00	0.00
G770	FLOWERS	352.44	0.00
G775	XMAS GRANT	0.00	0.00
G776	SUMMER BALL GRANT	0.00	0.00
G780	DONATIONS	207.50	0.00
G790	PRESENTATIONS	24.00	0.00
G800	MESS GUESTS	0.00	0.00
G802	TELEPHONE & INTERNET	137.89	0.00
G803	PICTURE FRAMING	0.00	0.00
G805	PROPERTY	761.66	761.66
	DEPRECIATION		
G806	PRS & PPL LICENCE	566.74	0.00
G807	WRITE OFF MESS STOCK	92.56	0.00
G808	WRITE OFF MESS BILLS	247.71	0.00
G810	SATELLITE TV	6,316.63	545.81
G811	TV LICENCE	159.00	0.00
G900	TRANSFER OUT	0.00	0.00
G901	INTERNAL TRANSFER OUT	0.00	0.00
T001	OPENING TRADING STOCKS	80.50	0.00
T002	TRADING PURCHASES/RETURNS	0.00	0.00
T003	CLOSING TRADING STOCKS	0.00	0.00
T004	WRITE OFFs	0.00	0.00
T005	MESS GUESTS	0.00	0.00
T006	DISPOSAL AT COST	0.00	0.00
T007	TRADING EXPENSES	0.00	0.00
T008	TRADING SALES	-80.50	0.00
T740	Sales discounts given	0.00	0.00
T750	Purchase discounts taken	0.00	0.00
		12,718.51	1,307.47
		-35,798.74	-2,197.17
		<u>-23,080.23</u>	<u>-889.70</u>
		<u>0.00</u>	



## Statement of Financial Activities as at 31/10/2023

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Printed: 31/10/2023

Infantry Training Centre

04 SGT'S MESS

	Unrestricted/ Designated/GPF Funds	Restricted Funds	Endowment Funds	Total Funds	Previous Period Total Funds
<b>Incoming Resources</b>					
Voluntary Income	0.00	2,330.00	0.00	2,330.00	3,000.00
Activities for Generating Funds	3,571.59	0.00	0.00	3,571.59	2,396.74
Investment Income	589.57	0.00	0.00	589.57	71.22
Income Resources from Charitable Activities	31,637.58	56,097.31	0.00	87,734.89	46,645.37
Other Incoming Resources	0.00	0.00	0.00	0.00	0.00
<b>Total Incoming Resources</b>	<b>35,798.74</b>	<b>58,427.31</b>	<b>0.00</b>	<b>94,226.05</b>	<b>52,113.33</b>
<b>Resources Expended Cost of Generating Funds</b>					
Investment Management Costs	0.00	0.00	0.00	0.00	0.00
Costs of Generating Funds	0.00	0.00	0.00	0.00	0.00
Charitable Activities	3,459.48	52,334.41	0.00	55,793.89	69,037.97
Governance Costs	392.90	22.00	0.00	414.90	401.79
Grants and Donations	583.94	5,114.54	0.00	5,698.48	17,702.43
Other Costs	8,282.19	0.00	0.00	8,282.19	7,777.77
<b>Total Resources Expended</b>	<b>12,718.51</b>	<b>57,470.95</b>	<b>0.00</b>	<b>70,189.46</b>	<b>94,919.96</b>
<b>Net Incoming/Outgoing Resources Before Transfers</b>	<b>23,080.23</b>	<b>956.36</b>	<b>0.00</b>	<b>24,036.59</b>	<b>-42,806.63</b>
<b>Transfers</b>					
Gross transfers between funds (internal transfers)	0.00	0.00	0.00	0.00	0.00
<b>Net Incoming resources before holding gains and losses</b>	<b>23,080.23</b>	<b>956.36</b>	<b>0.00</b>	<b>24,036.59</b>	<b>-42,806.63</b>
<b>Holding Gains/Losses</b>					
Gains on revaluation of the charity's fixed assets	0.00	0.00	0.00	0.00	0.00
Unrealised Gains/Losses on investment assets	0.00	0.00	0.00	0.00	0.00
<b>Net Movement in Funds</b>	<b>23,080.23</b>	<b>956.36</b>	<b>0.00</b>	<b>24,036.59</b>	<b>-42,806.63</b>
<b>Reconciliation of Funds</b>					
Total funds brought forward from previous year	-5,527.31	45,421.49	0.00	39,894.18	
<b>Total funds carried forward</b>	<b>17,552.92</b>	<b>46,377.85</b>	<b>0.00</b>	<b>63,930.77</b>	



October 2023

	<u>Turnover this month</u>	<u>Turnover year to date</u>
<b>COST OF GOODS SOLD</b>		
-----		
OPENING TRADING STOCKS	0.00	80.50
TRADING PURCHASES/RETURNS	0.00	0.00
	-----	-----
(A)	0.00	80.50
	-----	-----
Value of goods disposed at cost		
WRITE OFFs	0.00	0.00
MESS GUESTS	0.00	0.00
DISPOSAL AT COST	0.00	0.00
Value of closing stock at cost	0.00	0.00
	-----	-----
(B)	0.00	0.00
	-----	-----
<b>COST OF GOODS SOLD (A - B) = (C)</b>	0.00	80.50
	-----	-----
<b>INCOME FROM SALES</b>		
-----		
TRADING SALES	0.00	80.50
	-----	-----
<b>INCOME FROM SALES (D)</b>	0.00	80.50
	-----	-----
<b>SURPLUS</b>		
-----		
Income from sales (Total from D)		
Deduct cost of goods sold (Total from C)		
	-----	-----
<b>SURPLUS (E)</b>	0.00	0.00
	-----	-----
Gross profit is therefore:	100 %	0.00 %
E x 100 %		
-----		
C		
TRADING EXPENSES	0.00	0.00
	-----	-----
<b>NET SURPLUS (F)</b>	0.00	0.00
	-----	-----
Total Percentage is therefore:	100 %	0.00 %
F x 100 %		
-----		
C		



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	<u>Balance b/fwd</u>	<u>Income</u>	<u>Transfer In</u>	<u>Transfer Out</u>	<u>Expenses</u>	<u>Closing</u>
R100 ENTERTAINMENT	10,045.34	17,545.75	0.00	0.00	11,327.09	16,264.00 ✓
R102 PRESENTATION	7,569.43	5,590.00	0.00	0.00	5,214.54	7,944.89 ✓
R103 1 ITB ENTS	6,796.94	1,465.00	0.00	0.00	7,490.24	771.70 ✓
R104 2 ITB ENTS	10,344.95	3,010.00	0.00	0.00	10,370.31	2,984.64 ✓
R105 ITC ENTS	7,990.73	1,862.00	0.00	0.00	7,662.35	2,190.38 ✓
R106 FUNCTIONS	0.00	20,279.46	0.00	0.00	10,253.36	10,026.10 ✓
R107 LIVERS IN FUND	1,569.25	4,344.00	0.00	0.00	966.31	4,946.94 ✓
R108 SNOWBALL	500.32	1,461.21	0.00	0.00	1,521.21	440.32 ✓
R109 WOs FUND - SP BN	105.06	253.00	0.00	0.00	0.00	358.06 ✓
R110 WOs FUND - 1 ITB	164.49	147.00	0.00	0.00	0.00	311.49 ✓
R111 WOs FUND - 2 ITB	334.98	110.00	0.00	0.00	388.87	56.11 ✓
R113 TEA & COFFEE	0.00	2,359.89	0.00	0.00	2,276.67	83.22 ✓
Total Restricted Funds	45,421.49	58,427.31	0.00	0.00	57,470.95	46,377.85 ✓

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## Infantry Training Centre

All mess members Effective date up to 31/10/2023									
Mess Member	CR Limit	Total	10/23	09/23	08/23	07/23	06/23	05/23 + 23.10	Unallocated 0.00
COOPER, ROBERT SGT R 1781	NONE	23.10	0.00	0.00	0.00	0.00	0.00	23.10	0.00
SMITH CSGT R 1826	NONE	✖ 96.00	0.00	24.20	24.00	24.20	23.60	0.00	0.00
DAVISON, KEVIN CSGT K 1892	NONE	✖ 404.80	31.00	31.20	31.00	31.20	30.60	249.80	0.00
ENTWISTLE SGT J 1993	NONE	57.69	0.00	0.00	0.00	0.00	33.80	23.89	0.00
HEALE - 2 ITB GDS COY LSGT JACO 2055	NONE	8.76	0.00	0.00	0.00	0.00	0.00	8.76	0.00
ROWLANDS - 2 ITB - TEMP DUTY LS 2228	NONE	✖ 160.56	0.00	0.00	33.70	33.89	21.10	71.87	0.00
HODGSON - 2 ITB - GDS LSGT ADAM 2283	NONE	62.36	0.00	0.00	0.00	0.00	0.00	62.36	0.00
COLLINS, OWEN LSGT O 2309	NONE	35.95	0.00	0.00	0.00	0.00	0.00	35.95	0.00
FRASER SGT B 2311	NONE	✖ 122.80	0.00	30.89	61.59	0.00	30.32	0.00	0.00
VALKALOLOMA MIKAELE SGT 2321	NONE	23.70	0.00	23.70	0.00	0.00	0.00	0.00	0.00
TATE LSGT J 2336	NONE	✖ 152.18	15.40	20.58	30.98	0.00	30.04	55.18	0.00
MCCARTHY SGT 2337	NONE	✖ 81.85	0.00	0.00	0.00	13.20	0.00	68.65	0.00
CARROLL 807 SGT M 2343	NONE	60.98	0.00	33.89	27.09	0.00	0.00	0.00	0.00
TURNBULL SGT C 2385	NONE	30.35	30.35	0.00	0.00	0.00	0.00	0.00	0.00
WANLESS, CHRIS CSGT C 2425	NONE	✖ 84.90	0.00	0.00	0.00	0.00	0.00	84.90	0.00
TAYLOR, JAMES CSGT 2467	NONE	✖ 306.80	34.00	34.20	34.00	38.70	33.60	132.30	0.00
TIQATABUA CSGT J 2491	NONE	✖ 123.20	82.00	0.00	41.20	0.00	0.00	0.00	0.00



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Infantry Training Centre

Debtors List By Effective Date

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04 SGT'S MESS

<u>Mess Member</u>	<u>CR Limit</u>	<u>Total</u>	<u>10/23</u>	<u>09/23</u>	<u>08/23</u>	<u>07/23</u>	<u>06/23</u>	<u>05/23 +</u>	<u>Unallocated</u>
GRIFFIN LSGT D 2513	NONE	8.18	8.18	0.00	0.00	0.00	0.00	0.00	0.00
HARRIS SGT A 2518	NONE	20.00	0.00	0.00	0.00	0.00	20.00	0.00	0.00
COCKINGS, ROBBIE SGT 2532	NONE	63.70	0.00	0.00	63.70	0.00	0.00	0.00	0.00
		Totals							
		✓ 1,927.86	200.93	198.66	347.26	141.19	223.06	816.76	0.00



## Infantry Training Centre

All supplier names Effective date up to 31/10/2023									
Supplier	CR Limit	Total	10/23	09/23	08/23	07/23	06/23	05/23 +	Unallocated
CARPET CLEANING	NONE	360.00	0.00	0.00	0.00	0.00	0.00	360.00	0.00
CARPET									
LOST KEYS	NONE	65.00	25.00	0.00	0.00	0.00	0.00	40.00	0.00
36									
SGT WATKISS	NONE	173.43	0.00	0.00	173.43	0.00	0.00	0.00	0.00
101									
Totals									
		598.43	25.00	0.00	173.43	0.00	0.00	400.00	0.00



October 2023

	<u>Turnover this month</u>		<u>Turnover year to date</u>	
GPF Analysis				
Income				
-----				
Voluntary Income				
-----				
G001 DONATIONS	0.00		0.00	
G002 GRANTS	0.00		0.00	
G003 PRESENTATIONS	0.00		0.00	
		0.00		0.00
Activities for Generating Funds				
-----				
G050 GAMING MACHINE INCOME	0.00		0.00	
G100 BAR PROFIT - CONTRACTOR	208.89		3,571.59	
G124 VENDING MACHINE INCOME	0.00		0.00	
		208.89		3,571.59
Investment Income				
-----				
G125 BANK INTEREST	589.57		589.57	
		589.57		589.57
Income Resources from Charitable Activiti				
-----				
Trading Income	0.00		80.50	
G150 SUBSCRIPTIONS	1,398.71		16,557.08	
G151 ENTERTAINMENTS	0.00		15,000.00	
G152 FUNCTION INCOME	0.00		0.00	
G156 MESS COFFEE/TEA	0.00		0.00	
		1,398.71		31,637.58
Other Income				
-----				
Non Primary Purpose Trading Income	0.00		0.00	
		0.00		0.00
Internal Transfers In				
-----				
G400 TRANSFER IN	0.00		0.00	
		0.00		0.00
Gains on Revaluation of Fixed Assets				
-----				
		0.00		0.00
Unrealised Gains on Investment Assets				
-----				
		0.00		0.00
GPF Total Income		2,197.17		35,798.74



	<u>Turnover this month</u>	<u>Turnover year to date</u>
Expenditure		
-----		
Investment Management Costs		
-----		
	0.00	0.00
Costs of Generating Funds		
-----		
G520 GAMING MACHINE HIRE	0.00	0.00
	0.00	0.00
Charitable Activities		
-----		
Trading costs	0.00	80.50
G600 MESS BILL ADJUTS/REFUNDS	0.00	0.00
G601 ENTERTAINMENTS	0.00	1,877.93
G605 TPT COSTS	0.00	0.00
G606 CLEANING ITEMS	0.00	0.00
G607 ED PAY	0.00	0.00
G610 DECORATIONS	0.00	0.00
G612 TEAM ACTIVITIES	0.00	374.55
G615 FUNCTIONS	0.00	134.00
G620 NAPKINS & CANDLES	0.00	397.50
G621 NON VALUE PROPERTY	0.00	0.00
G625 INCORRECTLY RAISED CHARG	0.00	0.00
G635 MESSING	0.00	0.00
G665 SPORT	0.00	0.00
G685 ACCM LOSSES	0.00	0.00
G686 ENGRAVING	0.00	0.00
G695 PROPERTY REPAIRS	0.00	0.00
G696 EXPENDABLE PROPERTY	0.00	0.00
G700 NEWSPAPERS	0.00	595.00
G730 INFRASTRUCTURE ENHANCEN	0.00	0.00
G748 ENTERTAINMENTS	0.00	0.00
G749 PRIZES	0.00	0.00
	0.00	3,459.48
Governance Costs		
-----		
G751 INSURANCE	0.00	391.90
G753 STATIONARY	0.00	1.00
G755 POSTAGE	0.00	0.00
	0.00	392.90
Grants and Donations		
-----		
G770 FLOWERS	0.00	352.44
G775 XMAS GRANT	0.00	0.00
G776 SUMMER BALL GRANT	0.00	0.00
G780 DONATIONS	0.00	207.50
G790 PRESENTATIONS	0.00	24.00
	0.00	583.94
Other Costs		
-----		
Non Primary Trading Costs	0.00	0.00



	<u>Turnover this month</u>	<u>Turnover year to date</u>
G800 MESS GUESTS	0.00	0.00
G802 TELEPHONE & INTERNET	0.00	137.89
G803 PICTURE FRAMING	0.00	0.00
G805 PROPERTY DEPRECIATION	761.66	761.66
G806 PRS & PPL LICENCE	0.00	566.74
G807 WRITE OFF MESS STOCK	0.00	92.56
G808 WRITE OFF MESS BILLS	0.00	247.71
G810 SATELLITE TV	545.81	6,316.63
G811 TV LICENCE	0.00	159.00
	1,307.47	8,282.19
Internal Transfers Out		
-----		
G900 TRANSFER OUT	0.00	0.00
G901 INTERNAL TRANSFER OUT	0.00	0.00
	0.00	0.00
Unrealised Losses on Investments		
-----		
	0.00	0.00
GPF Total Expenditure	1,307.47	12,718.51
GPF Income Over Expenditure	889.70	23,080.23



	<u>Turnover this month</u>	<u>Turnover year to date</u>
Trading Account Analysis		
-----		
Trading Expenditure		
-----		
T001 OPENING TRADING STOCKS	0.00	80.50
T002 TRADING PURCHASES/RETURN	0.00	0.00
T003 CLOSING TRADING STOCKS	0.00	0.00
T004 WRITE OFFs	0.00	0.00
T005 MESS GUESTS	0.00	0.00
T006 DISPOSAL AT COST	0.00	0.00
T007 TRADING EXPENSES	0.00	0.00
	-----	-----
Trading Income		
-----		
T008 TRADING SALES	0.00	80.50
	-----	-----
Income Over Expenditure	0.00	0.00
Non Primary Purpose Trading Analysis		
-----		
Trading Expenditure		
-----		
Trading Income		
-----		
	-----	-----
Income Over Expenditure	0.00	0.00



	Turnover this month	Turnover year to date
Restricted Funds Analysis		
Income		
-----		
Voluntary Income		
-----		
R100 ENTERTAINMENT	0.00	0.00
R102 PRESENTATION	470.00	2,330.00
R103 1 ITB ENTS	0.00	0.00
R104 2 ITB ENTS	0.00	0.00
R105 ITC ENTS	0.00	0.00
R106 FUNCTIONS	0.00	0.00
R107 LIVERS IN FUND	0.00	0.00
R108 SNOWBALL	0.00	0.00
R109 WOs FUND - SP BN	0.00	0.00
R110 WOs FUND - 1 ITB	0.00	0.00
R111 WOs FUND - 2 ITB	0.00	0.00
R113 TEA & COFFEE	0.00	0.00
	470.00	2,330.00
Activities for Generating Funds		
-----		
R100 ENTERTAINMENT	0.00	0.00
R102 PRESENTATION	0.00	0.00
R103 1 ITB ENTS	0.00	0.00
R104 2 ITB ENTS	0.00	0.00
R105 ITC ENTS	0.00	0.00
R106 FUNCTIONS	0.00	0.00
R107 LIVERS IN FUND	0.00	0.00
R108 SNOWBALL	0.00	0.00
R109 WOs FUND - SP BN	0.00	0.00
R110 WOs FUND - 1 ITB	0.00	0.00
R111 WOs FUND - 2 ITB	0.00	0.00
R113 TEA & COFFEE	0.00	0.00
	0.00	0.00
Investment Income		
-----		
R100 ENTERTAINMENT	0.00	0.00
R102 PRESENTATION	0.00	0.00
R103 1 ITB ENTS	0.00	0.00
R104 2 ITB ENTS	0.00	0.00
R105 ITC ENTS	0.00	0.00
R106 FUNCTIONS	0.00	0.00
R107 LIVERS IN FUND	0.00	0.00
R108 SNOWBALL	0.00	0.00
R109 WOs FUND - SP BN	0.00	0.00
R110 WOs FUND - 1 ITB	0.00	0.00
R111 WOs FUND - 2 ITB	0.00	0.00
R113 TEA & COFFEE	0.00	0.00
	0.00	0.00
Income Resources from Charitable Activiti		
-----		
R100 ENTERTAINMENT	1,500.00	17,545.75
R102 PRESENTATION	0.00	3,260.00
R103 1 ITB ENTS	122.50	1,465.00
R104 2 ITB ENTS	247.50	3,010.00
R105 ITC ENTS	152.50	1,862.00
R106 FUNCTIONS	1,960.00	20,279.46



	<u>Turnover this month</u>	<u>Turnover year to date</u>
R107 LIVERS IN FUND	378.00	4,344.00
R108 SNOWBALL	-145.00	1,461.21
R109 WOs FUND - SP BN	23.00	253.00
R110 WOs FUND - 1 ITB	12.00	147.00
R111 WOs FUND - 2 ITB	10.00	110.00
R113 TEA & COFFEE	199.00	2,359.89
	4,459.50	56,097.31
Other Incoming Resources		
-----		
R100 ENTERTAINMENT	0.00	0.00
R102 PRESENTATION	0.00	0.00
R103 1 ITB ENTS	0.00	0.00
R104 2 ITB ENTS	0.00	0.00
R105 ITC ENTS	0.00	0.00
R106 FUNCTIONS	0.00	0.00
R107 LIVERS IN FUND	0.00	0.00
R108 SNOWBALL	0.00	0.00
R109 WOs FUND - SP BN	0.00	0.00
R110 WOs FUND - 1 ITB	0.00	0.00
R111 WOs FUND - 2 ITB	0.00	0.00
R113 TEA & COFFEE	0.00	0.00
	0.00	0.00
	-----	-----
Total Income excluding transfers	4,929.50	58,427.31



	<u>Turnover this month</u>	<u>Turnover year to date</u>
Expenditure		
-----		
Investment Management Costs		
-----		
R100 ENTERTAINMENT	0.00	0.00
R102 PRESENTATION	0.00	0.00
R103 1 ITB ENTS	0.00	0.00
R104 2 ITB ENTS	0.00	0.00
R105 ITC ENTS	0.00	0.00
R106 FUNCTIONS	0.00	0.00
R107 LIVERS IN FUND	0.00	0.00
R108 SNOWBALL	0.00	0.00
R109 WOs FUND - SP BN	0.00	0.00
R110 WOs FUND - 1 ITB	0.00	0.00
R111 WOs FUND - 2 ITB	0.00	0.00
R113 TEA & COFFEE	0.00	0.00
	0.00	0.00
Costs of Generating Funds		
-----		
R100 ENTERTAINMENT	0.00	0.00
R102 PRESENTATION	0.00	0.00
R103 1 ITB ENTS	0.00	0.00
R104 2 ITB ENTS	0.00	0.00
R105 ITC ENTS	0.00	0.00
R106 FUNCTIONS	0.00	0.00
R107 LIVERS IN FUND	0.00	0.00
R108 SNOWBALL	0.00	0.00
R109 WOs FUND - SP BN	0.00	0.00
R110 WOs FUND - 1 ITB	0.00	0.00
R111 WOs FUND - 2 ITB	0.00	0.00
R113 TEA & COFFEE	0.00	0.00
	0.00	0.00
Charitable Activities		
-----		
R100 ENTERTAINMENT	580.00	11,235.09
R102 PRESENTATION	0.00	170.00
R103 1 ITB ENTS	0.00	7,490.24
R104 2 ITB ENTS	0.00	10,370.31
R105 ITC ENTS	0.00	7,662.35
R106 FUNCTIONS	0.00	10,253.36
R107 LIVERS IN FUND	200.00	966.31
R108 SNOWBALL	0.00	1,521.21
R109 WOs FUND - SP BN	0.00	0.00
R110 WOs FUND - 1 ITB	0.00	0.00
R111 WOs FUND - 2 ITB	0.00	388.87
R113 TEA & COFFEE	360.93	2,276.67
	1,140.93	52,334.41
Governance Costs		
-----		
R100 ENTERTAINMENT	0.00	22.00
R102 PRESENTATION	0.00	0.00
R103 1 ITB ENTS	0.00	0.00
R104 2 ITB ENTS	0.00	0.00
R105 ITC ENTS	0.00	0.00
R106 FUNCTIONS	0.00	0.00
R107 LIVERS IN FUND	0.00	0.00
R108 SNOWBALL	0.00	0.00



	<u>Turnover this month</u>	<u>Turnover year to date</u>
R109 WOs FUND - SP BN	0.00	0.00
R110 WOs FUND - 1 ITB	0.00	0.00
R111 WOs FUND - 2 ITB	0.00	0.00
R113 TEA & COFFEE	0.00	0.00
	0.00	22.00
Grants and Donations		
-----		
R100 ENTERTAINMENT	0.00	70.00
R102 PRESENTATION	60.00	5,044.54
R103 1 ITB ENTS	0.00	0.00
R104 2 ITB ENTS	0.00	0.00
R105 ITC ENTS	0.00	0.00
R106 FUNCTIONS	0.00	0.00
R107 LIVERS IN FUND	0.00	0.00
R108 SNOWBALL	0.00	0.00
R109 WOs FUND - SP BN	0.00	0.00
R110 WOs FUND - 1 ITB	0.00	0.00
R111 WOs FUND - 2 ITB	0.00	0.00
R113 TEA & COFFEE	0.00	0.00
	60.00	5,114.54
Other Costs		
-----		
R100 ENTERTAINMENT	0.00	0.00
R102 PRESENTATION	0.00	0.00
R103 1 ITB ENTS	0.00	0.00
R104 2 ITB ENTS	0.00	0.00
R105 ITC ENTS	0.00	0.00
R106 FUNCTIONS	0.00	0.00
R107 LIVERS IN FUND	0.00	0.00
R108 SNOWBALL	0.00	0.00
R109 WOs FUND - SP BN	0.00	0.00
R110 WOs FUND - 1 ITB	0.00	0.00
R111 WOs FUND - 2 ITB	0.00	0.00
R113 TEA & COFFEE	0.00	0.00
	0.00	0.00
Total Expenditure excluding transfers	1,200.93	57,470.95
Internal Transfers		
-----		
R100 ENTERTAINMENT	0.00	0.00
R102 PRESENTATION	0.00	0.00
R103 1 ITB ENTS	0.00	0.00
R104 2 ITB ENTS	0.00	0.00
R105 ITC ENTS	0.00	0.00
R106 FUNCTIONS	0.00	0.00
R107 LIVERS IN FUND	0.00	0.00
R108 SNOWBALL	0.00	0.00
R109 WOs FUND - SP BN	0.00	0.00
R110 WOs FUND - 1 ITB	0.00	0.00
R111 WOs FUND - 2 ITB	0.00	0.00
R113 TEA & COFFEE	0.00	0.00
	0.00	0.00
Restricted funds Income Over Expenditure	3,728.57	956.36



	<u>Turnover this month</u>	<u>Turnover year to date</u>
Designated Funds Analysis		
Income		
-----		
Voluntary Income		
-----		
	0.00	0.00
Activities for Generating Funds		
-----		
	0.00	0.00
Investment Income		
-----		
	0.00	0.00
Income Resources from Charitable Activiti		
-----		
	0.00	0.00
Other Incoming Resources		
-----		
	0.00	0.00
	-----	-----
Total Income excluding transfers	0.00	0.00



	<u>Turnover this month</u>	<u>Turnover year to date</u>
Expenditure		
-----		
Investment Management Costs		
-----		
	0.00	0.00
Costs of Generating Funds		
-----		
	0.00	0.00
Charitable Activities		
-----		
	0.00	0.00
Governance Costs		
-----		
	0.00	0.00
Grants and Donations		
-----		
	0.00	0.00
Other Costs		
-----		
	0.00	0.00
	-----	-----
Total Expenditure excluding transfers	0.00	0.00
Internal Transfers		
-----		
	0.00	0.00
	-----	-----
Designated funds Income Over Expenditur	0.00	0.00
	-----	-----



	<u>Turnover this month</u>	<u>Turnover year to date</u>
Endowment Funds Analysis		
Income		
-----		
Voluntary Income		
-----		
	0.00	0.00
Activities for Generating Funds		
-----		
	0.00	0.00
Investment Income		
-----		
	0.00	0.00
Income Resources from Charitable Activiti		
-----		
	0.00	0.00
Other Incoming Resources		
-----		
	0.00	0.00
	-----	-----
Total Income excluding transfers	0.00	0.00



	<u>Turnover this month</u>	<u>Turnover year to date</u>
Expenditure		
-----		
Investment Management Costs		
-----		
	0.00	0.00
Costs of Generating Funds		
-----		
	0.00	0.00
Charitable Activities		
-----		
	0.00	0.00
Governance Costs		
-----		
	0.00	0.00
Grants and Donations		
-----		
	0.00	0.00
Other Costs		
-----		
	0.00	0.00
	-----	-----
Total Expenditure excluding transfers	0.00	0.00
Internal Transfers		
-----		
	0.00	0.00
	-----	-----
Endowment funds Income Over Expenditu	0.00	0.00
	-----	-----



**Notes to the accounts (Paras 2 to 12 are to be completed by all funds which have a gross income of £100K or over and those funds already registered with the Charity Regulator, all other funds are to complete Paras 6 and 7 and the declarations at Para 12):**

1. Principal Accounting Policies

- a. Accounting Convention. The financial statements are prepared under the historical cost convention as modified by the inclusion of investments at market value and in accordance with applicable accounting standards. In preparing the financial statements the charity follows best practice as set out in the Statement of Recommended Practice "Accounting and reporting by Charities" (SORP) 2005 (<http://www.charitycommission.gov.uk/investigations/sorp/sorp05docs.asp>)
- b. Incoming Resources. Income is recognised in the period in which the charity is entitled to receipt, and the amount can be measured with reasonable certainty. Grants from other agencies including donations and other income from activities are in furtherance of the charity's objects and are part of the general funds of the charity. A restricted fund is only recognised where this is an agreed and explicit condition of the grant or donor.
- c. Intangible Income. Due to the close collaborative relationship and the manner in which the charity's activities compliment those of the Army, intangible income, reflected in time and use of premises is not quantifiable or measurable and so is not recognised in the accounts.
- d. Resources Expended and Basis of Allocation of costs. Expenditure is included when incurred or exceptionally where a commitment is made which requires an accrual when payment is to be made in the subsequent accounting period. Similarly, where prepayments are made in recognition of commitments falling due in a subsequent accounting period, the appropriate credit is entered in the accounts and reversed the following year. Grants payable are included in the SOFA when approved by the Managing Trustee. Expenditure is recognised in the period in which it is incurred. The majority of costs are directly attributable to specific activities. Irrecoverable VAT is charged to the annual report and accounts.
- e. Governance Costs. Governance costs are the costs of professional advice, holding trustee meetings or committee meetings associated with decision making, any fee for audit or independent examination and any fee incurred in the preparation, statutory filing, printing or copying of the annual report and accounts.
- f. Capitalisation and Depreciation of Tangible Fixed Assets. All assets having a purchase value of more than £500 are capitalised. The cost of tangible fixed assets are written off by equal annual instalments over their expected useful lives using the following methods of depreciation:
- |                                   |   |  |
|-----------------------------------|---|--|
| Furniture, fixtures and equipment | - | Straight Line over a period of 2 - 10 years. |
| Motor vehicles                    | - | Straight Line over a period of 2 - 10 years. |
- Assets with a life of more than one year but with a purchase value of below £500 are included within the inventory but the cost is written off in the year it is incurred and is not depreciated over the useful life of the asset. Where the asset is depreciated over a period of more than 10 years, details of the item and period are to be provided following the notes on page 13.
- g. Fixed Asset Investment. Fixed asset investments are included at market value at the balance sheet date. Any gain or loss on revaluation is shown in the Statement of Financial Activities (SOFA) on page 2.



h. Stocks. Purchased stocks are valued at the lower cost or net realisable value making due allowance for any obsolete or slow-moving items.

i. Funds Accounting. Funds held by the charity are:

(1) General Purpose/Unrestricted/Designated Funds. These are funds that can be used in accordance with the charitable objects at the discretion of the Managing Trustee. Designated funds are unrestricted funds which have been allocated/earmarked for a particular purpose by the Managing Trustee and are to be declared in the Managing Trustee's comments in accordance with Para 12 to these notes stating what they are intended to be used for and when.

(2) Endowment Funds. Endowment funds are those investments and other gifts accepted by the unit, the capital sum or property being held in perpetuity and the income only being available for charitable use.

(3) Restricted Funds. These are funds that 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 to be included in the notes to the accounts.

j. Heritage Assets. In the course of the unit's history, the charity may have acquired gifts, memorabilia, regalia, silverware, antiques and other historical artefacts in the course of distinguished military service in service of the Crown. The value of these pieces is in large part derived from their close association with Regimental history which precludes the use of conventional valuation techniques being applied. Whilst the objects of the charity do not specifically include preservation and conservation, the pieces represent an essential element of celebrating the unit's history and foster esprit-de-corps. Consequently the Managing Trustee considers the charity to hold heritage assets both for functional use and as an element of national history on behalf of the nation. Heritage assets acquired prior to 1 Apr 06 are therefore not capitalised on the balance sheet but a description of those assets is disclosed as part of the notes to the accounts. Heritage assets acquired after 1 Apr 06 where the purchase price is known and which exceed £500.00 are included in the balance sheet at acquisition value but are not depreciated.

k. Other Costs. Other costs are those costs not incurred in the undertaking of charitable activity in furtherance of the objects of the charity, i.e. the provision of facilities, recreational programmes or activities in furtherance of military efficiency. They are also costs incurred in the making of grants and donations, in the costs of generating funds, i.e. the costs incurred in trading or fundraising undertaken by the charity, or in governance costs.



2. Grants Made. (if total grants are over 5% of the charity's total expenditure).

The charity made the following grants/donations:

Grants to institutions

Name of institutions	Purpose	Total number of grants given	Total amount of grants paid
NIL	N/A	0	0.00
Total grants to institutions		0	0.00

Grants to individuals

Purpose	Total number of grants given	Total amount of grants paid
	0	0.00
Total	0	0.00

3. Related Party Transactions & Remuneration and Expenses

Whilst the charity has a close working relationship with the Army, there are no transactions with the Army which require disclosure under SORP 2005. The only transactions made by the charity in favour of the unit are wholly attributable to the charitable activities of furthering military efficiency. The Managing Trustee is an officer or equivalent and fulfils the role as trustee in accordance with the applicable laws and regulations. No expenses have been paid to the trustee. In the event that expenses have been paid to the trustee these are disclosed under the Managing Trustee's comments.

4. Analysis of Capital Property

	Fixtures fittings & equipment	Motor vehicles	Total
	£	£	£
Balance b/f	3,046.62	0.00	3,046.62
Purchases	1,599.00	0.00	1,599.00
Sales & W/Os	0.00	0.00	0.00
Depreciation	761.66	0.00	761.66
Balance c/f	3,883.96	0.00	3,883.96



5. Total Value of Investments by Category

	Value £
Carrying value (market value at beginning of year)	0.00
Add additions to investments at cost (investments purchased)	0.00
Less disposals at carrying value (investments sold)	0.00
Add/(deduct) net gain/(loss) on revaluation (gain/loss at end of accounting period/audit)	0.00
Carrying value (market value) at end of year	0.00

Breakdown of Market Values at

Year End	GPF/ Unrestricted Value £	Restricted Value £	Endowment Value £	Total value Value £	Income during year Value £
Investment properties				0.00	
Investments listed on a recognised stock exchange				0.00	
Investments held in unit trusts or other collective investment schemes				0.00	
Investments in subsidiary or connected undertakings and companies				0.00	
Securities not listed on a recognised stock exchange				0.00	
Cash held as part of the investment portfolio				0.00	
Other investments				0.00	
Total	0.00	0.00	0.00	0.00	0.00

6. List of Debtors

Debtor	Date of Debt	Amount
Mess Bills passed by Contractor (90-day)	31-Oct-23	1,927.86
Total		1,927.86

\* There are no amounts falling due after more than one year (delete as appropriate).

7. List of Creditors

Creditor	Date of Credit	Amount
Carpet Cleaning	31-Oct-23	360.00
Lost Keys	31-Oct-23	65.00
Sgt Watkiss	01-Aug-23	173.43
Total		598.43

\* There are no amounts falling due after more than one year (delete as appropriate).



8. Paid Employees

	This year £	Last year £
Gross wages paid	0.00	0.00
Employer's National Insurance paid	0.00	0.00
Pension Contributions paid	0.00	0.00
Total staff costs	0.00	0.00

Give the number of employees who were engaged in each of the following activities:

	This year £	Last year £
Costs of generating funds	0.00	0.00
Charitable activities	0.00	0.00
Other	0.00	0.00
Total	0.00	0.00

No individual employee received a salary of over £60,000.00

9. Governance Costs

	This year £	Last year £
Audit or independent examination fee	0.00	0.00

10. Restricted/Endowment Funds

Give details of the movements of the individual funds summarised in the restricted and endowment column of the Statements of Financial Activities (SOFA).

Fund Name	Fund Bal B/F	Incoming Resources for period	Outgoing Resources for period	Transfers	Gains and losses	Fund Bal C/F
Entertainments	10,045.34	17,545.75	11,327.09	0.00	0.00	16,264.00
Presentations	7,569.43	5,590.00	5,214.54	0.00	0.00	7,944.89
1 ITB Entertainments	6,796.94	1,465.00	7,490.24	0.00	0.00	771.70
2 ITB Entertainments	10,344.95	3,010.00	10,370.31	0.00	0.00	2,984.64
ITC Entertainments	7,990.73	1,862.00	7,662.35	0.00	0.00	2,190.38
Functions	0.00	20,279.46	10,253.36	0.00	0.00	10,026.10
Livers In	1,569.25	4,344.00	966.31	0.00	0.00	4,946.94
Snowball	500.32	1,461.21	1,521.21	0.00	0.00	440.32
ITC WOs Fund	105.06	253.00	0.00	0.00	0.00	358.06
1 ITB WOs Fund	164.49	147.00	0.00	0.00	0.00	311.49
2 ITB WOs Fund	334.98	110.00	388.87	0.00	0.00	56.11
TEA & COFFEE	0.00	2,359.89	2,276.67	0.00	0.00	83.22
Total Restricted Funds	45,421.49	58,427.31	57,470.95	0.00	0.00	46,377.85



A brief explanation as to the nature and purpose of the charity's Restricted Funds is to be provided.

Name of Restricted Fund	Purpose of fund
Entertainment	Provide Entertainment for Mess Members
Presentation	Provide a gift to all Mess Members on departure from the unit.
1 ITB	Cater for individual Bn social and team building activities farewells.
2 ITB	Cater for individual Bn social and team building activities farewells.
ITC	Cater for individual Bn social and team building activities farewells.
Functions	To gradually accumulate funds towards major functions.
Liver In	Provide additional facilities and entertainments for Living in Mess members.
Snowball	A social based lottery for Mess members.
ITC WOs Fund	Provide additional facilities and entertainments for Sp Bn WOs.
1 ITB WOs Fund	Provide additional facilities and entertainments for 1 ITB WOs.
2 ITB WOs Fund	Provide additional facilities and entertainments for 2 ITB WOs.
Tea & Coffee	Provide Tea, Coffee & Condiments for Mess Members

#### 11. Heritage Assets

Heritage assets that are owned by the charity but purchased/acquired prior to 1 Apr 06 are not included in the charity's capital property value (see note 1.j). A list/description of these assets is below:

NIL

#### 12. Declarations

All of the charity's commitments are provided for in the accounts.

No guarantees have been given to third parties.

The charity has not received any loans that are outstanding at the year-end and secured on assets.

The charity has not granted any loans to institutions or companies connected with the charity.

The charity did not make any ex-gratia payments during the year.

Sufficient resources are held in an appropriate form to enable each fund to be applied in accordance with the restrictions imposed.

The financial activities, assets and liabilities of all the charity's branches or sections have been included.

The trustees have not changed the year end date or the length of the charity's financial year.



The charity has no designated funds (if there are designated funds the reason for designation and when each designated fund is intended to be used by is to be stated in the Managing Trustee's report).

All the charity's operations are continuing operations and there were no operations discontinued or acquired during the year.

No funds (unrestricted, designated, restricted or endowment) are in deficit at the balance sheet date.

The charity has no intangible assets.

There were no inter-fund loans outstanding at the balance sheet date.

None of the charity's functional fixed assets have been re-valued during the year and the charity does not have a policy of revaluation of these assets.

The charity has no subsidiary companies.

The charity has no material fixed assets which have not been capitalised and included in the balance sheet.

No internal transfers have occurred out of restricted/endowment funds. In the event that a transfer has taken place, full details of the reason for the transfer are disclosed in the Managing Trustee's comments.

All investments held are investment assets in the UK unless otherwise stated.

**Note:** Where any of the declarations are not correct they are to be crossed out and details provided in the Managing Trustee's comments.



Additional comments:

Debtors. The fund Management Team are aware of the long-outstanding mess bills passed by the contractor. These debts continue to be pursued, however some of these are likely to be irrecoverable and those debts that are deemed as such will be put to the mess for write-off action. Debts in excess of 3 months £1927.86 will be pursued and if required, written-off.

Net Working Capital of £11.1K and is sufficient to meet the needs of the Fund.

I have no further comments.

Signature



Name

Capt L Parkes

Date:

8 feb 24

Fund Manager (Regimental Accountant Scheme)/Account  
Holder (Audit Board Scheme)



## Managing Trustee's Annual Report and Comments:

Unit Infantry Training Centre Catterick

Address Vimy Barracks, Catterick Garrison, North Yorkshire, DL9 3PS

In Respect of the WOs & Sgts Mess

Fund/Charity

Charity Commission/Regulator registered number 1129688

Description of the charity's trusts

This should include:

a. Details, including date if known of the charity's governing document (e.g. trust deed, will, constitution etc): and

b. A brief explanation of the charity's objects.

Where applicable, you may choose to give details of any specific investment powers of the charity.

Governing Document (e.g. Trust Deed, Constitution)	Mess Rules and Constitution
--	-----------------------------

Objects of the Charity	To provide facilities, amenities, and funding that improves and promotes the comfort, well being and education of WO and SNCOs. Also to promote social, and team activities.
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Explain briefly how trustees are elected or appointed and details of any induction and trustee training attended.

Trustee selection method	Trustees are elected by appointment. The Commanding Officer Sp Bn is the Managing Trustee. Other Trustees are the Fund Manager and Sp Bn RSM.
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Trustee induction and training	Capt L Parkes completed her Fund Manager training 28 June 2022.
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Explain about what the charity is trying to do and how it is going about it. You are only required to provide a brief summary of the main activities and achievements of the charity during the year in relation to its objects.

Summary of main activities in relation to the Charity's objects	The Fund has been able to subsidise some organised social, sporting and other activities to promote team cohesion despite restrictions of the recent pandemic. Funds have also been used to carry out some limited refurbishment. Income derives primarily through subscriptions.
Summary of main achievements of the Charity during the year	Main events have been somewhat limited due to the pandemic. However, funds are being committed for upcoming social activities such as the Christmas function.

Provide a brief review of the financial position of the charity. This should include the principle types of income.

Financial Review	This should be kept under regular review because of the limitations of the pandemic and any decision to limit member subscriptions. Net working Capital is around £11K and is considered more than enough to meet the needs of the Fund.
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The Managing Trustee should give in their report a description of the following policies:

- a. For the selection of investments for the charity.
- b. For determining the level of income reserves held, stating and explaining the level of reserves held.
- c. Where grants are made by the charity, the selection of individuals and institutions who are to receive grants out of the assets of the charity.

Financial reserves policy	The fund is generally required to increase its General Purpose/Unrestricted Fund in line with inflation each year. Although exceptionally it may overspend to realise a long term benefit.
Investments selection policy and performance of those investments	Investment policy is decided by the investment committee that sits quarterly and comprises of 3 x Commanding Officers, the SQM, ITC RSM and RAO ITC.



Provide the name of all trustees/the Managing Trustee(s) during the report year.

Managing Trustee's name/trustees' names	Lt Col P J Morgan SCOTS, Lt Col J C F Huxley R IRISH, Capt L Parkes RLC
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Serious Incidents	None
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Public Benefit Statement	<p>This fund provides public benefit by assisting service personnel to more effectively perform their roles within the Armed Forces of the Crown. It does this by:</p> <ul style="list-style-type: none"> <li>*a. Providing and supporting mess facilities and social activities.</li> <li>*b. Providing and supporting sporting and adventure training activities</li> </ul> <p>This assistance enables service personnel to face the challenges and danger associated with military service by developing and maintaining <i>teamwork; skills; fitness; confidence; character; spirit and attitude; and morale</i>*. As a result the fund promotes the efficiency of the Armed Forces of the Crown by enhancing the British Army's capability to undertake the roles demanded of it including the defence of the United Kingdom and its interests.</p> <p>(I confirm that I have paid due regard to the Charity Commission of England and Wales's guidance on public benefit when deciding what activities the charity should undertake).</p>
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\*delete as appropriate.



Additional comments (include any declarations which were not correct (Pg 12/13)):

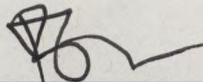
I agree with the FM and IA comments.

Cash holdings are probably at the right level given the restrictions of what members can or can't do. The current cash levels are considered to be more than enough to meet the needs of the Fund.

Long-outstanding debtors have been an issue for some years. The Fund Management Team are to ensure those bills over 3-months old are pursued and where the debts are deemed irrecoverable, then write-off action needs to be put to the mess in a meeting.

I have no further comments.

Signature



Name LT COL P J MORGAN

Date: 18 FEB 2024

Appointment COMMANDING OFFICER



## Internal Auditor's/Audit Board Report

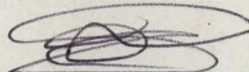
1. \*I/We have examined the books of account and records from which the final accounts were prepared and have obtained all the information and explanations that were necessary for the purpose of \*my/our internal audit.
2. \*I/We certify that end of period checks have been conducted in accordance with Service Funds Regulations.
3. Subject to the observations given below \*I am/we are satisfied that proper books of account have been kept and that the final accounts give a true and fair view of the results of transactions over the period and of the state of the Fund's affairs as at the date of the balance sheet. Subject also to \*my/our observations \*I am/we are satisfied that cash and bank balances and stocks on hand have been properly checked at prescribed intervals and that adequate insurance exists.
4. \*I/We have stamped and the original books of account and the original records \*I/we have checked. All vouchers relating to this account have been cancelled.
5. \*I/We have made the following observations whilst carrying out the internal audit:
  - a. Previous observations \*have/have not been actioned (list those observation outstanding).

Debtors. There are still a number of long-outstanding mess bills passed by the contractor. These debts continue to be pursued, however some of these are likely to be irrecoverable. The Fund Management Team should ensure where this is the case, that the debts are written-off.

Creditors. These are long-outstanding and can't be regarded as short-term creditors. Therefore it is recommended that these are credited to the GPF. Should invoices ever be raised, the compensating debit should be applied to the GPF.

Net Working Capital stands at £11.1K and is sufficient to meet the needs of the Fund.

Signature



Name

MS S BATESON

Date:

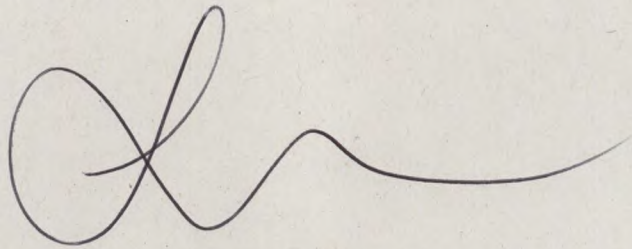
22 Feb 24

Appointment

RAO 2ITB



- Trial balance Sgts Mess figure doesn't match the Balance Sheet figure.
- Ents, presentations, functions & LIVERS in Restricted funds are high, there needs to be a plan to reduce these.
- Property depreciation & insurance have been completed.
- There are a significant no. of debtors over 3 months, there needs to be a more robust plan to clear these.
- The creditors should be cleared ASAP, there shouldn't be an issue as to why they have not been.



MAJ S THOMSON  
HQNW SO2SPS.

29 Apr 24