

HMS HERON CENTRAL AMENITIES FUND

England & Wales · Charity number 1129715

Details

Other names	HMS HERON CAF
Status	Registered
Legal form	Other
Registered	2009-05-19
Register	View on the Charity Commission register

Contact

Address	Ministry of Defence H M S Heron Royal Naval Air Station Yeovilton Yeovil BA22 8HT
Phone	01935456299
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Activities

Objects: The charity's object (the object) is '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'.

Activities: Provision of car maintenance for personnel in RNAS YeoviltonProvision and operation of a Narrowboat and Static Caravan for recreational use by RNAS Yeovilton personnelProvision of short-term rental accommodation for RNAS Yeovilton personnelProvision of banking and accounting for numerous clubs and activities at RNAS Yeovilton

Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Other Finance, Provides Buildings/facilities/open Space, Provides Services, Acts As An Umbrella Or Resource Body
- **What:** Armed Forces/emergency Service Efficiency
- **Who:** Other Defined Groups

Geography

- Somerset

Finances

Period end	Income	Expenditure	Assets	Employees
2025-04-30	£317,626	£361,731	-	-
2024-04-30	£401,018	£323,142	-	-
2023-04-30	£287,370	£286,323	-	-
2022-04-30	£290,631	£265,699	-	-
2021-04-30	£128,237	£209,237	-	-

Trustees

Name	Role	Appointed
Captain Duncan James Thomas		2023-08-31

HMS HERON CENTRAL AMENITIES FUND

England & Wales - Charity number 1129715

Accounts

THE CENTRAL AMENITIES FUND

HMS HERON

ANNUAL REPORT AND FINANCIAL STATEMENTS

For Period

1 May 2024 to 30 April 2025

Registered Charity No. 1129715

Trustees' Annual Report and Comments

Central Amenities Fund HMS HERON

Charity Registered No:	1129715
Covering the Accounting Year:	1 May 2024 to 30 April 2025
Address:	RNAS Yeovilton Ilchester Somerset BA22 8HT
Governing Document:	Constitution
Object:	Promotion of the Military Efficiency and Operational Effectiveness of the Armed Forces by the provision of leisure activities and domestic facilities to Service personnel and their families serving in the Royal Naval Air Station Yeovilton. In addition, it provides central fund banking facilities for a variety of Service and Approved funds.
Trustee:	Captain D Thomas Royal Navy.
Trustee selection method:	Appointed as such by the Naval Secretary.
Bankers:	Barclays Bank King George Street Yeovil
Independent Examiner:	P A Nicholls MBE MAAT 5 Nursery Road Havant Hants PO9 3BG
Activities and achievements:	To have resources available for expenditure on improvements to the quality of life, and the engenderment of esprit de corps. The fund struggled to meet some of its objectives in the past year although the community centre, narrow boat, motor home and garage facilities were well used by the Service personnel and their families.
Financial Review:	The CAF had made a loss of £44.1K. Mostly as a result of the garage losses of £20K and other expenditure exceeding income from other sources by £10.8K together with total depreciation of £13.3K. The CAF was worth £223.7K including £148.6K represented by property and stock. The bank cash and deposit accounts held £415.6K covering the liabilities of £337.3K leaving £78.3K of freely available bank assets. The CAF cannot afford to continue to subsidise the garage, but the Tall Trees Centre is viable, although with increased wage costs in the coming year some cutting of costs may be required.

Financial Reserves Policy: The Trustee has considered the level of reserves that is required, appropriate to the charity's needs. This is set at £70K, although it is currently less than that figure. It is held within the Charity Deposit Account. The Trustee aims to ensure that the charity will be able to fulfil its charitable objectives even if there is a temporary shortfall in income and unexpected expenditure. The Trustee will endeavour not to set aside funds unnecessarily.

Risk Assessment: The Trustee reviews the major risks to which the charity is exposed, and systems have been established to manage those risks and believes that by building up the free reserves it will provide sufficient resources in the event of adverse conditions. Independent examination of the accounts twice yearly will mitigate the risk of any mismanagement by the committee.

Public Benefit Statement: This fund provides public benefit by assisting Service personnel to perform their roles more effectively within the Armed Forces of the Crown. It does this by providing and supporting leisure facilities and social activities. This assistance enables Service personnel to face the challenges and danger associated with military service by developing and maintaining teamwork, spirit and attitude, and morale. As a result, the fund promotes the efficiency of the Armed Forces of the Crown by enhancing their capability to undertake the roles demanded of them including the defence of the United Kingdom and its interests.

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.

Declaration:

I declare, in my capacity of Charity Trustee, that I have approved the above report.

Signature *Signed On Original*

Name Captain Duncan Thomas Royal Navy

Appointment Commanding Officer and Sole Managing Trustee

Date 20 June 2025

HMS HERON CENTRAL AMENITIES FUND

Registered Charity No 1129715

BALANCE SHEET

30-Apr-25

Fixed Assets	Notes		30-Apr-24
Property	7	£ 140,712.00	£ 143,463.00
Current Assets			
Stocks	8	£ 7,879.72	£ 12,560.77
Debtors & Prepayments	9/9A	£ 18,796.10	£ 9,046.00
Charities Deposit Account		£ 329,258.59	£ 294,112.68
Bank Accounts		£ 81,478.14	£ 134,179.30
Cash & Floats		£ 4,822.79	£ 2,953.64
		<u>£ 442,235.34</u>	<u>£ 452,852.39</u>
Current Liabilities			
Trade Creditors	10	£ 28,726.91	£ 20,235.52
Tall Trees Creditors	10A	£ 3,512.95	£ 1,363.42
Central Bank for:			
Service Funds	11	£ 140,277.27	£ 121,823.24
Dispersing Funds	11A	£ 37,608.16	£ 27,526.13
Dormant Funds	11B	£ 37,933.69	£ 45,440.46
Approved Funds	11C	£ 89,228.26	£ 87,283.37
		<u>£ 337,287.24</u>	<u>£ 303,672.14</u>
Net Current Assets		£ 104,948.10	£ 149,180.25
Long Term Liability			
Nuffield Trust (Holiday Home)	10B	£ 21,952.00	£ 24,830.00
Total Net Assets		<u><u>£ 223,708.10</u></u>	<u><u>£ 267,813.25</u></u>

Approved on 20 June 2025

Signed On Original

Captain D Thomas RN
Sole Managing Trustee

HMS HERON CENTRAL AMENITIES FUND

STATEMENT OF FINANCIAL ACTIVITIES

		2024-25	2023-24
Income	Notes		
Donations & Grants		£ 23,156.14	£ 114,882.36
Charitable Activities		£ 265,713.22	£ 260,367.89
Other Trading Activities		£ 11,681.00	£ 13,700.49
Investment Income		<u>£ 17,075.63</u>	<u>£ 12,066.98</u>
Total Income	3	<u>£ 317,625.99</u>	<u>£ 401,017.72</u>
Expenditure			
Charitable Activities		<u>£ 361,731.14</u>	<u>£ 323,142.50</u>
Total Expenditure	4	<u>£ 361,731.14</u>	<u>£ 323,142.50</u>
Net Income or (Expenditure)		£ (44,105.15)	£ 77,875.22
Net Movement in Funds		<u>£ (44,105.15)</u>	<u>£ 77,875.22</u>
Total Funds Brought Forward 1 May 24		£ 267,813.25	£ 189,938.03
Net Movement of Funds		£ (44,105.15)	£ 77,875.22
Total Funds Carried Forward 30 Apr 25		<u>£ 223,708.10</u>	<u>£ 267,813.25</u>

HMS HERON CENTRAL AMENITIES FUND

Notes to the Accounts dated 30 April 2025

Note 1 - Accounting policies

a. The financial statements are prepared under the historic cost convention (as modified by the revaluation of fixed asset investments) and in accordance with applicable accounting standards: Charities Statement of Recommended Practice, UK Accounting Standards and the Charities Acts.

Incoming resources

- a. Donations are included in the Statement of Financial Activities (SOFA) when the CAF becomes entitled to the donation or grant and it is reasonably certain that it will be received.
- b. Income from fund raising is reported gross in the SOFA.
- c. Intangible income is not included in the accounts.
- d. The CAF receives no unpaid volunteer help.
- e. Investment income is included in the accounts when receivable.

Expenditure and liabilities

- a. Liabilities are recognised as soon as there is a legal or constructive obligation committing the CAF to the expenditure.
- b. Administration costs are incurred by the CAF Manager and her assistant. These costs are not apportioned as their tasks are wide ranging in support of leisure and amenities and include the maintenance of the Central Bank facility for other funds.

Assets

- a. Tangible fixed assets are capitalised if they can be used for more than one year and cost at least £250. They are valued at cost or a reasonable value on receipt. The CAF does not have a policy of revaluation. Depreciation is straight line and over the estimated life of the item.
- b. Stocks are valued at the lower of cost or market value.

Note 2 - Investments

There are none

Note 3 - Income

	<u>Year to April 2025</u>	<u>Previous Year</u>
<i>Voluntary Income</i>		
RNRMC Grant - Amenities/Operational	£ -	£ 5,000.00
Donations - Various	£ 5,347.50	£ 1,152.00
Mess Contributions	£ 4,785.67	£ 2,500.00
FAA Shop - Share	£ 1,500.00	£ -
Gainshare - Sodexo Final Payment	£ -	£ 104,560.43
Sponsorship - Leonardo	£ 4,000.00	£ -
Closed Funds	£ 3,763.47	£ 1,669.93
Crearly Donations	£ 1,005.00	£ -
JR Xmas Lunch	£ 2,754.50	£ -
	<u>£ 23,156.14</u>	<u>£ 114,882.36</u>
<i>Charitable Activities</i>		
Tall Trees (see Note 15)	£ 92,556.79	£ 90,590.01
Garage (See Note 14)	£ 121,815.11	£ 117,048.76
Narrowboat	£ 24,030.08	£ 30,226.86
Holiday Home	£ 11,120.90	£ 6,282.23
Holiday Home - Reduce NT Liability	£ 2,878.00	£ 2,554.00
Caravan Parking	£ 6,802.69	£ 6,375.69
Sports Income/LeMills	£ 96.05	£ 573.82
Channel Dash Flats Income	£ 3,525.00	£ 2,369.69
Barber's Rent	£ 2,888.60	£ 2,891.75
Misc Income	£ -	£ 1,455.08
	<u>£ 265,713.22</u>	<u>£ 260,367.89</u>
<i>Fund Raising</i>		
Recreational Passes	£ 8,600.00	£ 10,768.49
Dog Passes	£ 2,400.00	£ -
Sub Fund Contributions	£ 681.00	£ 2,932.00
	<u>£ 11,681.00</u>	<u>£ 13,700.49</u>
<i>Investment Income</i>		
Interest	£ 17,075.63	£ 12,066.98
Total Income	<u><u>£ 317,625.99</u></u>	<u><u>£ 401,017.72</u></u>

Note 4 - Expenditure

	<u>Year to April 2025</u>	<u>Previous Year</u>
<i>Charitable Activities</i>		
Operating Costs		
Tall Trees (See Note 15)	£ 90,237.56	£ 91,256.82
Narrowboat	£ 24,091.26	£ 24,435.19
Narrowboat Depreciation	£ 2,695.00	£ 5,454.00
Holiday Home	£ 6,573.34	£ 7,500.08
Holiday Home - Depreciation	£ 2,800.00	£ 2,880.00
Garage (See Note 14)	£ 141,855.68	£ 127,164.60
Sports Expenditure	£ 6,312.46	£ 6,272.10
Civ Insurance - Gym	£ 1,350.05	£ 1,317.12
Les Mills Annual Subscription	£ 3,307.56	£ 3,969.07
Insurance	£ 788.63	£ 751.12
Barber DIO	£ 2,067.68	£ 1,752.40
Channel Dash Flats	£ 1,160.93	£ -
FAA Shop Start Up Grant	£ 4,000.00	£ -
Grants	£ 12,456.70	£ 9,162.05
Donations Out	£ 1,292.34	£ 2,746.84
Gifts	£ 290.00	£ -
JR Xmas Lunch	£ 3,298.13	£ 652.40
JR Sky TV and Licence	£ 3,489.50	£ -
Mess Grants	£ 5,209.68	£ -
Misc Exp	£ 82.10	£ -
Governance Costs		
Independent Examination Fees	£ 2,200.00	£ 2,205.00
Support Costs		
Office Salaries	£ 31,616.75	£ 31,514.10
Pensions	£ 3,520.46	£ 1,958.40
Office Administration	£ 2,726.14	£ 1,700.20
Bank Charges	£ 4.27	£ -
Fuel	£ 596.94	£ 341.51
Minor Depreciation	£ 7,707.98	£ 109.50
	<u>£ 361,731.14</u>	<u>£ 323,142.50</u>
Total Expenditure	<u><u>£ 361,731.14</u></u>	<u><u>£ 323,142.50</u></u>

Note 5 - Paid Employees

a.	Wages/Salaries:	£ 90,476	Previous Year (£81509)
	Employers National Insurance:	£ 20,866	Previous Year (£17595)
	Pensions	£ 8,287	Previous Year (£5763)
b.	There were 8 employees		
	None earned more than £50,000 pa		

Note 6 - Trustees and Other Related Parties

- No expenses or emoluments have been paid to the Sole Managing Trustee
- There are no amounts due to or from the Sole Managing Trustee
- The Sole Managing Trustee is also the Sole Managing Trustee of the Wardroom HMS Heron and the WO, SR & SNCO Mess HMS Heron.
- The Sole Managing Trustee is also the trustee of the charitable Service funds that use the CAF as their Central Bank (Note 11).

Note 7 - Fixed Assets - Fixtures, Fittings and Equipment

	Narrowboat	Garage	Birds Quarry	Tall Trees	Other	Holiday Home	Total
Value at 1 May 24	£ 21,568.00	£ 42,444.00	£ 38,000.00	£ 15,931.00	£ 320.00	£ 25,200.00	£ 143,463.00
Additions	£ -	£ -	£ -	£ 12,600.83	£ 164.15	£ -	£ 12,764.98
Less Depreciation	£ (5,390.00)	£ (4,626.00)	£ -	£ (2,570.83)	£ (129.15)	£ (2,800.00)	£ (15,515.98)
Value at 30 Apr 25	£ 16,178.00	£ 37,818.00	£ 38,000.00	£ 25,961.00	£ 355.00	£ 22,400.00	£ 140,712.00

Note 8 - Stocks

Garage	£ 3,260.78
Tall Trees Bar Stock	£ 4,618.94
	<u>£ 7,879.72</u>

Note 9 - Miscellaneous Debtors (Payable in less than one year)

Interest - Apr 25	£ 1,202.00
TT - Bar Takings	£ 625.86
YMC - Credit due on Parts	£ 2,100.39
YMC - Owed by Customers	£ 1,260.51
	<u>£ 5,188.76</u>

Note 9A - Prepayments

Insurance- Garage	£ 1,122.00
Insurance - Narrowboat	£ 486.00
Insurance - Cornish Charm	£ 192.00
Insurance - TT	£ 1,144.36
Insurance - Main & Sports	£ 1,370.56
Insurance - Civilian	£ 1,350.05
Narrowboat Mooring Fees	£ 3,633.00
Narrowboat Licence	£ 857.37
TT TV Licence	£ 57.00
TT Performing Rights Licence	£ 116.00
TT MPLC	£ 163.00
TT Fire & Security	£ 187.00
Cornish Charm Site Fees	£ 2,929.00
	<u>£ 13,607.34</u>

Note 10 - Creditors (payable in less than one year)

Unidentified Bank Credits	£ 7,946.82
Narrowboat Turnaround	£ 287.88
Prebooked Narrowboat	£ 4,980.07
Prebooked Cornish Charm	£ 791.71
Cornish Charm Cleaning	£ 229.16
PNIE Examination	£ 920.00
Garage	£ 5,451.68
Berry's Coaches	£ 12.00
HMRC - VAT	£ 6,861.11
HMRC - PAYE	£ 1,246.48
	<u>£ 28,726.91</u>

Note 10A - Tall Trees Creditors

Bar Stocktake	£ 100.00
Bar Purchases	£ 942.68
Bar Wages & HMRC	£ 2,141.93
TV	£ 138.34
PNIE Examination	£ 190.00
	<u>£ 3,512.95</u>

Note 10B - Long Term Creditor

RNRMC (Nuffield Trust) - Interest in Holiday Home	£ 21,952.00
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Note 11 - Service Funds held by CAF as Central Bank

815 NAS Officers' Fund	£ 3,703.04
815 NAS Welfare Fund	£ 8,646.32
815 NAS SR Fund	£ 70.81
825 NAS Welfare Fund	£ 4,755.14
825 NAS Officers Fund	£ 3,265.39
825 NAS Wings Parade	£ 1,971.01
845 NAS Welfare Fund	£ 6,665.68
845 NAS Officers Fund	£ 2,004.75
846 NAS Officers Fund	£ 2,839.51
846 NAS SR Fund	£ 183.48
846 NAS Welfare Fund	£ 1,781.08
846 NAS Wings Parade	£ 1,915.76
847 NAS Officers Fund	£ 1,775.84
847 NAS Welfare Fund	£ 1,222.31
Junglie Cocktail Party	£ 2,190.00
Black Cats Display Team	£ 10,781.47
CHF Officers Fund	£ 1,349.41
CHF Sports Fund	£ 300.00
CHF Welfare Fund	£ 604.83
Exercise Rotary Cluster	£ 3,084.14
HMS Heron Field Gun	£ 5,608.05
Yeovilton Gaming Club	£ 766.36
Yeovilton Golf Society	£ 9,884.94
Yeovilton Flying Club	£ (160.84)
Sporting Gun Club	£ 2,803.58
Station Families Day	£ 18,924.92
Volunteer Band	£ 15,969.96
FAA Grass Roots	£ 6,783.55
NAC Sub Aqua Club	£ 4,442.79
RN Motor Cycle Club	£ 854.67
RN Model Aircraft Association	£ 4,624.03
RNRM Sub Aqua	£ 4,060.47
Plumbers Members	£ 6,604.82
	<u>£ 140,277.27</u>

Note 11A - Dispersing Funds held by CAF as Central Bank

Air Engineering & SE NVQ Rewards	£ 18,174.20
RNSAC - GNVQ AWARDS	£ 1,235.80
Charity Grants	£ 13,843.08
Base Support Keys	£ 2,373.84
Key Fobs	£ 1,981.24
	<u>£ 37,608.16</u>

Note 11B - Dormant Funds held by CAF as Central Bank

Heron Gliding Club	£ 37,933.69
	<u>£ 37,933.69</u>

Note 11C - Approved Funds Using the CAF as Central Bank

Boxing	£ 592.24
Base Support Official Funds	£ 429.03
Chaplaincy Outreach	£ 1,221.93
Coarse Angling Club	£ 4,305.34
DEFI Wind	£ 2,001.50
Dog Passes	£ 2,281.91
Dogs in Accommodation	£ 700.00
Exercise White Dagger	£ 982.94
FAA Rugby	£ 181.00
FAA Golf Team	£ 1,336.40
Flag & Captain's	£ 1,811.45
Flight Safety	£ 265.60
Grassroots Wilde	£ 25.00
Grassroots Enduro	£ 704.00
Golf SIM	£ 3,773.19
HMS Pegasus Commisioning	£ 404.67
HMS Pegasus Wardroom (RNR)	£ 2,932.32
HMS Pegasus Ratings Fund	£ 8,228.75
HOD's Go Karting	£ 266.49
JR Committee	£ 4,825.89
JR Refurb Fund	£ 1,291.01
Junglie Dinner	£ 5,809.86
Korean Hospitality	£ 18.85
Look Out Centre	£ 17,388.79
Narrowboat Deposits	£ 2,000.00
VLIS	£ 11,078.11
Guernsey Golf	£ 37.50
Childrens Swimming Club	£ 4,431.94
Puxton & CrealyTickets	£ 591.22
REME at DE&S	£ 726.93
RN Netball	£ 476.47
RNRM Wyndam	£ 1,164.37
Sanctuary Coffee	£ 148.25
Sanctuary Bacon Rolls	£ 1,094.40
Sanctuary Building Improvements	£ 480.29
Tug Of War	£ 102.04
WMF Cocktail Party	£ (829.64)
WMF HQ Officers	£ 1,600.00
Yeovilteenies PTA	£ 805.09
825 DD	£ 180.00
846 MAG	£ 27.35
TT Community	£ 2,473.62
TT Little Acorns	£ 635.41
TT Reserve (Closed Groups)	£ 3.75
TT Youth Forum	£ 223.00
	<u>£ 89,228.26</u>

Note 12 - Endowment or Restricted Income Funds

None held

Note 13 - Other Information

- a. The CAF does not have any material commitments not provided for in the accounts.
- b. The CAF has not given any guarantees to any third party that could be called on at the year end.
- c. The CAF has not granted any loans.
- d. The CAF did not make any ex gratia payments during the year.

Declarations

- a. The Trustee has not changed the year end date nor the length of the CAF's financial year.
- b. The CAF has no designated funds.
- c. All the CAF's operations are continuing operations and no operations were discontinued during the year.
- d. The CAF has no intangible assets (other than office and community centre space provided by the Ministry of Defence).
- e. There were no interfund loans outstanding at the balance sheet date.
- f. None of the CAF's functional assets have been revalued during the year and the CAF does not have a policy of revaluation of these assets.
- g. The CAF has no material fixed assets which have not been capitalised and included in the Balance Sheet.

Note 14 - Yeovilton Motor Centre Trading Account for Year to 30 Apr 25

			Previous Year
Total Sales	£ 121,815.11		£ 117,048.76
Cost of Sales	<u>£ (69,403.25)</u>		<u>£ (61,330.89)</u>
Gross Profit	£ 52,411.86		£ 55,717.87
Less:			
Wages	£ 63,094.12	£ 58,131.94	
Insurance	£ 3,506.86	£ 3,075.77	
Sundries	£ 1,970.32	£ -	
DIO Utilities	£ 1,568.13	£ -	
Garage Depreciation	<u>£ 2,313.00</u>	<u>£ 4,626.00</u>	
	£ (72,452.43)		£ (65,833.71)
Net Loss	<u>£ (20,040.57)</u>		<u>£ (10,115.84)</u>
Gross Profit/Sales	43%	48%	
Net Loss/Sales	(16.45%)	(8.64%)	

Note 15 - Tall Trees - 12 months to 30 Apr 25 (includes bar trading - Note 15A)

			Previous Year
Income			
RNRMC Grant - Garden Furniture	£ -	£ 2,100.00	
Bar Sales	£ 84,939.36	£ 80,849.99	
Sweet Sales	£ 162.00	£ -	
Gaming Machines	£ -	£ 571.32	
Pool Table	£ 837.50	£ 690.00	
Juke Box	£ 1,805.01	£ 925.36	
Room Hire	£ 4,619.32	£ 5,453.34	
Events	£ 193.60	£ -	
	<u>£ 92,556.79</u>		£ 90,590.01
Expenditure			
Bar Expenses	£ 77,217.54	£ 74,928.35	
Events	£ 700.01	£ -	
Repairs & Renewals	£ 406.94	£ 2,789.29	
Fire & Security	£ 407.70	£ 504.78	
Till/Card Machine	£ 1,857.36	£ -	
Insurance	£ 1,144.36	£ 1,116.45	
Performing Rights	£ 1,629.71	£ 4,533.61	
TV	£ 3,709.15	£ 3,596.73	
MPLC Licence	£ 414.11	£ -	
Juke Box	£ 1,995.00	£ 210.00	
Cleaning	£ 132.00	£ 27.50	
Office and Miscellaneous	£ 623.68	£ 2,538.86	
	<u>£ 90,237.56</u>		£ 90,245.57
Less Examination	£ 465.00		£ 365.00
Less Depreciation	£ 1,285.00		£ 1,011.25
	<u>£ 1,750.00</u>		<u>£ 1,376.25</u>
Net Gain or (Loss)	<u>£ 569.23</u>		<u>£ (1,031.81)</u>

Note 15A - Tall Trees Bar Trading Account - 12 months to 30 Apr 25

			Previous Year
Total Sales	£ 84,939.36		£ 80,849.99
Cost of Sales	£ (39,843.21)		£ (37,029.75)
Gross Profit	£ 45,096.15		£ 43,820.24
Less: Bar Trading Costs			
Wages & Employers NI	£ 34,994.28	£ 33,882.51	
Stock Muster	£ 460.00	£ 455.00	
Pipcleaning	£ 519.41	£ 1,036.19	
Wastage/Out of Date	£ 174.28	£ 484.24	
Free/Comp Drinks	£ 345.16	£ 261.42	
Bar Sundries	£ 881.20	£ 1,779.24	
	<u>£ (37,374.33)</u>		£ (37,898.60)
Net Bar Trading Profit	<u>£ 7,721.82</u>		<u>£ 5,921.64</u>
Gross Profit/Sales	53%		54%
Gross Profit/Cost of Sales	113%		118%
(or average mark up)			
Net Profit/Sales	9%		7%

**Independent Examiner's Report to the Central Amenities Fund Mess HMS Heron.
Registered Charity No 1129715.**

I report to the trustee on my examination of the accounts of the Central Amenities Fund HMS Heron for the year ended 30 April 25

Respective responsibilities of trustees and examiner

As the charity's trustee is 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. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a licenced member of the Association of Accounting Technicians.

Independent examiner's statement

I have completed my examination; I confirm that no material matters have come to my attention which gives me cause to believe that in any material respect:

- The accounting records were not kept in accordance with section 130 of the Charities Act; or
- The accounts did not accord with the accounting records; or
- The accounts did not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than in 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.



P A Nicholls MBE MAAT
5 Nursery Road
Havant
Hants PO9 3BG

20 June 2025

HMS HERON CENTRAL AMENITIES FUND

England & Wales - Charity number 1129715

Accounts

THE CENTRAL AMENITIES FUND

HMS HERON

ANNUAL REPORT AND FINANCIAL STATEMENTS

For Period

1 May 2023 to 30 April 2024

Registered Charity No. 1129715

Trustees' Annual Report and Comments

Central Amenities Fund HMS HERON

Charity Registered No: 1129715

Covering the Accounting Year: 1 May 2023 to 30 April 2024

Address: RNAS Yeovilton
Ilchester
Somerset BA22 8HT

Governing Document: Constitution

Object: Promotion of the Military Efficiency and Operational Effectiveness of the Armed Forces by the provision of leisure activities and domestic facilities to Service personnel and their families serving in the Royal Naval Air Station Yeovilton. In addition, it provides central fund banking facilities for a variety of Service and Approved funds.

Trustee: Commodore N R Griffin MBE Royal Navy (until 30 August 2023).
Captain D Thomas Royal Navy (from 31 August 2023).

Trustee selection method: Appointed as such by the Naval Secretary.

Bankers: Barclays Bank
King George Street
Yeovil

Independent Examiner: P A Nicholls MBE MAAT
5 Nursery Road
Havant
Hants PO9 3BG

Activities and achievements: To have resources available for expenditure on improvements to the quality of life, and the engenderment of esprit de corps. The fund struggled to meet some of its objectives in the past year although the community centre, narrow boat, motor home and garage facilities were well used by the Service personnel and their families.

Financial Review: The fund had increased by £77.9K and was worth £267.8K of which £156K was represented by property and stock. The main factor in this increase was the £104.6K Sodexo gainshare. Without it the CAF would have lost £26.7K with the £10K garage loss being the major reason plus increased spending on grants and sports. Bank, deposit, and cash assets of £431.2K covered the liabilities of £303.7K.

Financial Reserves Policy: The Trustee has considered the level of reserves that is required, appropriate to the charity's needs. This is set at £100K, although it is currently less than that figure. It is held within the Charity Deposit Account. It seeks to provide three months CAF running costs and to be able to replace the narrowboat. The Trustee aims to ensure that the charity will be able to fulfil its charitable objectives even if there is a temporary shortfall in income and unexpected expenditure. The Trustee will endeavour not to set aside funds unnecessarily.

Risk Assessment: The Trustee reviews the major risks to which the charity is exposed, and systems have been established to manage those risks and believes that by building up the free reserves it will provide sufficient resources in the event of adverse conditions. Independent examination of the accounts twice yearly will mitigate the risk of any mismanagement by the committee.

Public Benefit Statement: This fund provides public benefit by assisting Service personnel to perform their roles more effectively within the Armed Forces of the Crown. It does this by providing and supporting leisure facilities and social activities. This assistance enables Service personnel to face the challenges and danger associated with military service by developing and maintaining teamwork, spirit and attitude, and morale. As a result, the fund promotes the efficiency of the Armed Forces of the Crown by enhancing their capability to undertake the roles demanded of them including the defence of the United Kingdom and its interests.

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.

Declaration:

I declare, in my capacity of Charity Trustee, that I have approved the above report.

Signature *Signed On Original*

Name Captain Duncan Thomas Royal Navy

Appointment Commanding Officer and Sole Managing Trustee

Date 31 May 2024

HMS HERON CENTRAL AMENITIES FUND

Registered Charity No 1129715

BALANCE SHEET

30-Apr-24

Fixed Assets	Notes		30-Apr-23
Property	7	£ 143,463.00	£ 141,655.00
Current Assets			
Stocks	8	£ 12,560.77	£ 15,078.18
Debtors & Prepayments	9/9A	£ 9,046.00	£ 10,782.48
Charities Deposit Account		£ 294,112.68	£ 231,439.67
Bank Accounts		£ 134,179.30	£ 88,669.15
Cash & Floats		£ 2,953.64	£ 5,063.91
		<u>£ 452,852.39</u>	<u>£ 351,033.39</u>
Current Liabilities			
Trade Creditors	10	£ 20,235.52	£ 26,196.45
Tall Trees Creditors	10A	£ 1,363.42	£ 1,564.04
Central Bank for:			
Service Funds	11	£ 121,823.24	£ 92,795.91
Dispersing Funds	11A	£ 27,526.13	£ 23,770.82
Dormant Funds	11B	£ 45,440.46	£ 46,802.22
Approved Funds	11C	£ 87,283.37	£ 84,236.92
		<u>£ 303,672.14</u>	<u>£ 275,366.36</u>
Net Current Assets		£ 149,180.25	£ 75,667.03
Long Term Liability			
Nuffield Trust (Holiday Home)	10B	£ 24,830.00	£ 27,384.00
Total Net Assets		<u><u>£ 267,813.25</u></u>	<u><u>£ 189,938.03</u></u>

Approved on 31 May 2024

Signed On Original

Captain D Thomas RN
Sole Managing Trustee

HMS HERON CENTRAL AMENITIES FUND

STATEMENT OF FINANCIAL ACTIVITIES

		2023-24	2022-23
Income	Notes		
Donations & Grants		£ 114,882.36	£ 11,689.69
Charitable Activities		£ 260,367.89	£ 258,591.82
Other Trading Activities		£ 13,700.49	£ 11,579.01
Investment Income		<u>£ 12,066.98</u>	<u>£ 5,509.09</u>
Total Income	3	<u>£ 401,017.72</u>	<u>£ 287,369.61</u>
Expenditure			
Charitable Activities		<u>£ 323,142.50</u>	<u>£ 286,323.28</u>
Total Expenditure	4	<u>£ 323,142.50</u>	<u>£ 286,323.28</u>
Net Income		£ 77,875.22	£ 1,046.33
Net Movement in Funds		<u>£ 77,875.22</u>	<u>£ 1,046.33</u>
Total Funds brought forward 1 May 23		£ 189,938.03	£ 188,891.70
Net Movement of Funds		£ 77,875.22	£ 1,046.33
Total Funds carried forward 30 Apr 24		<u>£ 267,813.25</u>	<u>£ 189,938.03</u>

HMS HERON CENTRAL AMENITIES FUND

Notes to the Accounts dated 30 April 2024

Note 1 - Accounting policies

a. The financial statements are prepared under the historic cost convention (as modified by the revaluation of fixed asset investments) and in accordance with applicable accounting standards: Charities Statement of Recommended Practice, UK Accounting Standards and the Charities Acts.

Incoming resources

- a. Donations are included in the Statement of Financial Activities (SOFA) when the CAF becomes entitled to the donation or grant and it is reasonably certain that it will be received.
- b. Incoming resources from fund raising are reported gross in the SOFA
- c. Intangible income is not included in the accounts.
- d. The CAF receives no unpaid volunteer help.
- e. Investment income is included in the accounts when receivable.

Expenditure and liabilities

- a. Liabilities are recognised as soon as there is a legal or constructive obligation committing the CAF to the expenditure.
- b. Administration costs are incurred by the CAF Manager and her assistant. These costs are not apportioned as their tasks are wide ranging in support of leisure and amenities and include the maintenance of the Central Bank facility for other funds.

Assets

- a. Tangible fixed assets are capitalised if they can be used for more than one year and cost at least £250. They are valued at cost or a reasonable value on receipt. The CAF does not have a policy of revaluation. Depreciation is straight line and over the estimated life of the item.
- b. Investments on a recognised stock exchange are valued at market value at the date of the Balance Sheet or at best estimate of market value.
- c. Stocks are valued at the lower of cost or market value.

Note 2 - Investments

There are none

Note 3 - Income

	<u>Year to April 2024</u>	<u>Previous Year</u>
<i>Voluntary Income</i>		
RNRMC Grant - Amenities/Operational	£ 5,000.00	£ -
Donations - Various	£ 1,152.00	£ 1,499.77
Mess Contributions - WR	£ 2,500.00	£ -
Classic Motor Cars Runway Donation	£ -	£ 5,000.00
Somerset Mil Masons Donation	£ -	£ 3,000.00
Gainshare - Sodexo Final Payment	£ 104,560.43	£ -
Closed Funds	£ 1,669.93	£ -
Crealy Donations	£ -	£ 645.00
RNRMC Grant - JR Xmas Lunch	£ -	£ 1,544.92
	<u>£ 114,882.36</u>	<u>£ 11,689.69</u>
<i>Charitable Activities</i>		
Tall Trees (see Note 15)	£ 90,590.01	£ 78,978.56
Garage (See Note 14)	£ 117,048.76	£ 116,484.79
Narrowboat	£ 30,226.86	£ 30,988.47
Holiday Home	£ 6,282.23	£ 16,178.14
Holiday Home - Reduce NT Liability	£ 2,554.00	£ 2,744.80
Caravan Parking	£ 6,375.69	£ 5,593.93
Sports Income/LeMills	£ 573.82	£ 1,362.17
Family Rooms	£ 2,369.69	£ 3,499.31
Barber's Rent	£ 2,891.75	£ 2,691.65
Misc Income	£ 1,455.08	£ 70.00
	<u>£ 260,367.89</u>	<u>£ 258,591.82</u>
<i>Fund Raising</i>		
Recreational Passes	£ 10,768.49	£ 8,770.00
Dog Passes	£ -	£ 1,060.00
Sub Fund Contributions	£ 2,932.00	£ 1,749.01
	<u>£ 13,700.49</u>	<u>£ 11,579.01</u>
<i>Investment Income</i>		
Interest	£ 12,066.98	£ 5,509.09
Total Income	<u><u>£ 401,017.72</u></u>	<u><u>£ 287,369.61</u></u>

Note 4 - Expenditure

Charitable Activities

Operating Costs

Tall Trees (See Note 15)	£ 91,256.82	£ 74,296.88
Narrowboat	£ 24,435.19	£ 18,551.35
Narrowboat Depreciation	£ 5,454.00	£ 5,516.00
Holiday Home	£ 7,500.08	£ 5,757.46
Holiday Home - Depreciation	£ 2,880.00	£ 2,920.00
Garage (See Note 14)	£127,164.60	£ 130,326.45
Sports Expenditure	£ 6,272.10	£ 1,152.09
Civ Insurance - Gym	£ 1,317.12	£ 1,567.12
Family Rooms	£ 389.00	£ -
Les Mills Annual Subscription	£ 3,969.07	£ 3,000.00
Insurance	£ 751.12	£ 788.38
Barber DIO	£ 1,752.40	£ 1,695.87
Vending Depreciation	£ -	£ 125.00
Grants	£ 11,191.39	£ 60.00
JR Xmas Lunch	£ 652.40	£ 1,544.92
TV Licences	£ 328.50	£ 477.00
Gifts	£ -	£ 100.00
Governance Costs		
Independent Examination Fees	£ 2,205.00	£ 2,195.00
Support Costs		
Office Salaries	£ 31,514.10	£ 31,812.53
Pensions	£ 1,958.40	£ 1,836.00
Office Administration	£ 1,700.20	£ 1,850.08
Bank Charges	£ -	£ 6.70
Fuel	£ 341.51	£ 180.45
Minor Depreciation	£ 109.50	£ 564.00
	£ 323,142.50	£ 286,323.28
Total Expenditure	<u>£ 323,142.50</u>	<u>£ 286,323.28</u>

Note 5 - Paid Employees

a.	Wages/Salaries:	£	81,509	Previous Year (£100757)
	Employers National Insurance:	£	17,595	Previous Year (£21732)
	Pensions	£	5,763	Previous Year (£8257)
b.	There were 8 employees			
	None earned more than £50,000 pa			

Note 6 - Trustees and Other Related Parties

- a. No expenses or emoluments have been paid to the Sole Managing Trustee
- b. There are no amounts due to or from the Sole Managing Trustee
- c. The Sole Managing Trustee is also the Sole Managing Trustee of the Wardroom HMS Heron and the WO, SR & SNCO Mess HMS Heron.
- d. The Sole Managing Trustee is also the trustee of the charitable Service funds that use the CAF as their Central Bank (Note 11).

Note 7 - Fixed Assets - Fixtures, Fittings and Equipment

	Narrowboat	Garage	Birds Quarry	Tall Trees	Other	Holiday Home	Total
Value at 1 May 23	£ 27,022.00	£ 47,070.00	£ 38,000.00	£ 1,386.00	£ 97.00	£ 28,080.00	£ 141,655.00
Additions	£ -	£ -	£ -	£ 15,556.25	£ 332.50	£ -	£ 15,888.75
Less Depreciation	£ (5,454.00)	£ (4,626.00)	£ -	£ (1,011.25)	£ (109.50)	£ (2,880.00)	£ (14,080.75)
Value at 30 Apr 24	£ 21,568.00	£ 42,444.00	£ 38,000.00	£ 15,931.00	£ 320.00	£ 25,200.00	£ 143,463.00

Note 8 - Stocks

Garage	£ 7,573.50
Tall Trees Bar Stock	£ 4,987.27
	<u>£ 12,560.77</u>

Note 9 - Miscellaneous Debtors (Payable in less than one year)

Interest - Apr 24	£ 74.00
YMC - Owed by Customers	£ 2,100.00
	<u>£ 2,174.00</u>

Note 9A- Prepayments

Insurance- Garage	£ 783.00
Insurance - Narrowboat	£ 486.00
Insurance - Cornish Charm	£ 199.00
Narrowboat Mooring Fees	£ 3,157.00
TT TV Licence	£ 53.00
Cornish Charm Site Fees	£ 2,194.00
	<u>£ 6,872.00</u>

Note 10 - Creditors (payable in less than one year)

Unidentified Bank Credits	£ 3,358.20
Narrowboat Turnaround	£ 286.17
Prebooked Narrowboat	£ 5,616.75
Prebooked Cornish Charm	£ 791.69
PNIE Examination	£ 940.00
Garage	£ 3,209.66
Berry's Coaches	£ 21.00
HMRC - VAT	£ 3,960.80
HMRC - PAYE	£ 2,051.25
	<u>£ 20,235.52</u>

Note 10A - Tall Trees Creditors

Bar Stocktake	£ 115.00
Bar Purchases	£ 1,063.42
PNIE Examination	£ 185.00
	<u>£ 1,363.42</u>

Note 10B - Long Term Creditor

RNRMC (Nuffield Trust) - Interest in Holiday Home	£ 24,830.00
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Note 11 - Service Funds held by CAF as Central Bank

815 NAS Officers' Fund	£ 2,588.76
815 NAS Welfare Fund	£ 8,609.80
815 NAS SR Fund	£ 70.81
825 NAS Welfare Fund	£ 5,409.21
825 NAS Officers Fund	£ (172.05)
825 NAS Wings Parade	£ 2,962.58
845 NAS Welfare Fund	£ 2,455.87
845 NAS Officers Fund	£ 2,581.66
846 NAS Officers Fund	£ 2,333.68
846 NAS SR Fund	£ 163.48
846 NAS Welfare Fund	£ 6,003.70
846 NAS Wings Parade	£ 940.97
847 NAS Officers Fund	£ 88.63
847 NAS Welfare Fund	£ 718.55
Junglie Cocktail Party	£ 441.44
Black Cats Display Team	£ 7,611.93
CHF Officers Fund	£ 2,368.13
CHF Sports Fund	£ 1,408.47
CHF Welfare Fund	£ 1,726.60
Exercise Rotary Cluster	£ 1,388.30
HMS Heron Field Gun	£ 6,375.17
Yeovilton Gaming Club	£ 522.93
Yeovilton Golf Society	£ 1,751.40
Yeovilton Flying Club	£ (62.60)
Sporting Gun Club	£ 2,708.04
Station Families Day	£ 12,791.90
Volunteer Band	£ 6,004.57
FAA Grass Roots	£ 15,043.04
NAC Sub Aqua Club	£ 5,874.14
RN Motor Cycle Club	£ 854.67
RN Model Aircraft Association	£ 4,687.03
RNRM Sub Aqua	£ 9,033.36
Plumbers Members	£ 6,539.07
	<u>£ 121,823.24</u>

Note 11A - Dispersing Funds held by CAF as Central Bank

Air Engineering & SE NVQ Rewards	£ 17,597.36
RNSAC - GNVQ AWARDS	£ 1,235.80
Charity Grants	£ 4,580.51
Base Support Keys	£ 2,993.32
Key Fobs	£ 1,119.14
	<u>£ 27,526.13</u>

Note 11B - Dormant Funds held by CAF as Central Bank

Heron Gliding Club	<u>£ 45,440.46</u>
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Note 11C - Approved Funds Using the CAF as Central Bank

RNR Air Branch - Warrant Officers	£ 11,192.58
Boxing	£ 592.24
Chaplaincy Outreach	£ 792.59
Cinema	£ 583.65
Coarse Angling Club	£ 3,538.43
Covid Food	£ 1.92
Dog Passes	£ 2,980.79
Dogs in Accommodation	£ 700.00
Exercise White Dagger	£ 500.00
Flag & Captain's	£ 7,088.88
Flight Safety	£ 265.60
HMS Pegasus Commissioning	£ 1,260.84
HMS Pegasus Wardroom (RNR)	£ 2,372.82
HOD's Go Karting	£ 41.49
Base Support Official Funds	£ 1,033.87
JRs' Funds	£ 22.03
JR Committee	£ 1,750.69
JR Refurb Fund	£ 2,302.31
Junglie Dinner	£ 3,649.47
Narrowboat Deposits	£ 1,500.00
FAA Rugby	£ 181.00
FAA Golf Team	£ 389.40
Griff Dinner	£ 1,047.52
VLIS	£ 17,015.57
Oasis Centre	£ 2,800.00
Korean Hospitality	£ 288.85
Guernsey Golf	£ 182.95
Childrens Swimming Club	£ 7,446.00
Puxton & Crealy Tickets	£ 730.82
REME at DE&S	£ 726.93
RM Aircrewmen Dinner Fund	£ 3,224.88
RN Netball	£ 515.36
RNRM Wyndam	£ 2,113.14
Sanctuary Coffee	£ 84.07
Sanctuary Bacon Rolls	£ 753.09
Sanctuary Building Improvements	£ 507.99
WMF Cocktail Party	£ 334.55
WMF HQ Officers	£ 1,600.00
Yeovilteenies PTA	£ 922.86
825 DD	£ 180.00
845 Xmas Fund	£ 4.00
846 MAG	£ 157.12
TT Community	£ 2,130.06
TT Little Acorns	£ 635.41
TT Reserve (Closed Groups)	£ 3.75
TT Youth Club	£ 763.59
TT Youth Forum	£ 223.00
TT Great Oaks	£ 151.26
	<u>£ 87,283.37</u>

Note 12 - Endowment or Restricted Income Funds

None held

Note 13 - Other Information

- a. The CAF does not have any material commitments not provided for in the accounts
- b. The CAF has not given any guarantees to any third party that could be called on at the year end.
- c. The CAF has not granted any loans.
- d. The CAF did not make any ex gratia payments during the year.

Declarations

- a. The Trustee has not changed the year end date nor the length of the CAF's financial year
- b. The CAF has no designated funds.
- c. All the CAF's operations are continuing operations and no operations were discontinued during the year.
- d. The CAF has no intangible assets (other than office and community centre space provided by the Ministry of Defence)
- e. There were no interfund loans outstanding at the balance sheet date.
- f. None of the CAF's functional assets have been revalued during the year and the CAF does not have a policy of revaluation of these assets.
- g. The CAF has no material fixed assets which have not been capitalised and included in the Balance Sheet.

Note 14 - Yeovilton Motor Centre Trading Account for Year to 30 Apr 24

			Previous Year
Total Sales	£ 117,048.76		£ 116,484.79
Cost of Sales	<u>£ (61,330.89)</u>		<u>£ (56,828.10)</u>
Gross Profit	£ 55,717.87		£ 59,656.69
Less:			
Wages	£ 58,131.94	£ 66,509.25	
Insurance	£ 3,075.77	£ 2,478.10	
Garage Depreciation	<u>£ 4,626.00</u>	<u>£ 4,511.00</u>	
	£ (65,833.71)		£ (73,498.35)
Net Loss	<u>£ (10,115.84)</u>		<u>£ (13,841.66)</u>
Gross Profit/Sales	48%	51%	
Net Loss/Sales	-9%	-12%	

Note 15 - Tall Trees - 12 months to 30 Apr 24 (includes bar trading - Note 15A)

Previous Year

Income			
RNRMC Grant - Garden Furniture	£ 2,100.00	£ 600.00	
Bar Sales	£ 80,849.99	£ 71,076.43	
Gaming Machines	£ 571.32	£ 390.62	
Pool Table	£ 690.00	£ 368.00	
Juke Box	£ 925.36	£ 511.85	
Room Hire	£ 5,453.34	£ 5,736.71	
Events	£ -	£ 147.95	
Miscellaneous	£ -	£ 147.00	
	£ 90,590.01		£ 78,978.56
Expenditure			
Bar Expenses	£ 74,928.35	£ 66,026.57	
Events	£ 3,556.64	£ 295.38	
Repairs & Renewals	£ 2,789.29	£ 509.97	
Insurance	£ 1,116.45	£ 1,157.78	
Performing Rights	£ 4,533.61	£ 726.63	
TV	£ 40.09	£ 2,980.45	
Juke Box	£ 210.00	£ -	
Grants	£ -	£ 571.94	
Cleaning	£ 27.50	£ -	
Office and Miscellaneous	£ 3,043.64	£ 2,028.16	
	£ 90,245.57		£ 74,296.88
Less Examination	£ 365.00		£ 355.00
Less Depreciation	£ 1,011.25		£ 340.00
Net Gain/Loss	£ (1,031.81)		£ 3,986.68

Note 15A - Tall Trees Bar Trading Account - 12 months to 30 Apr 24

Previous Year

Total Sales	£ 80,849.99	£ 71,076.43
Cost of Sales	£ (37,029.75)	£ (33,852.36)
Gross Profit	£ 43,820.24	£ 37,224.07
Less: Bar Trading Costs		
Wages & Employers NI	£ 33,882.51	£ 29,309.24
Stock Muster	£ 455.00	£ 440.00
Pipecleaning	£ 1,036.19	£ 1,052.05
Wastage/Out of Date	£ 484.24	£ 494.42
Free/Comp Drinks	£ 261.42	£ 34.42
Bar Sundries	£ 1,779.24	£ 844.08
	£ (37,898.60)	£ (32,174.21)
Net Bar Trading Profit	£ 5,921.64	£ 5,049.86
Gross Profit/Sales	54%	52%
Gross Profit/Cost of Sales	118%	110%
(or average mark up)		
Net Profit/Sales	7%	7%

**Independent Examiner's Report to the Central Amenities Fund Mess HMS Heron.
Registered Charity No 1129715.**

I report to the trustee on my examination of the accounts of the Central Amenities Fund HMS Heron for the year ended 30 April 24

Respective responsibilities of trustees and examiner

As the charity's trustee is 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. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a licenced member of the Association of Accounting Technicians.

Independent examiner's statement

I have completed my examination; I confirm that no material matters have come to my attention which gives me cause to believe that in any material respect:

- The accounting records were not kept in accordance with section 130 of the Charities Act; or
- The accounts did not accord with the accounting records; or
- The accounts did not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than in 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.

Signed On Original

P A Nicholls MBE MAAT
5 Nursery Road
Havant
Hants PO9 3BG

31 May 2024

HMS HERON CENTRAL AMENITIES FUND

England & Wales - Charity number 1129715

Accounts

THE CENTRAL AMENITIES FUND

HMS HERON

ANNUAL REPORT AND FINANCIAL STATEMENTS

For Period

1 May 2022 to 30 April 2023

Registered Charity No. 1129715

Trustees' Annual Report and Comments

Central Amenities Fund HMS HERON

Charity Registered No:	1129715
Covering the Accounting Year:	1 May 2022 to 30 April 2023
Address:	RNAS Yeovilton Ilchester Somerset BA22 8HT
Governing Document:	Constitution
Object:	Promotion of the Military Efficiency and Operational Effectiveness of the Armed Forces by the provision of leisure activities and domestic facilities to Service personnel and their families serving in the Royal Naval Air Station Yeovilton. In addition, it provides central fund banking facilities for a variety of Service and Approved funds.
Trustee:	Commodore N R Griffin MBE Royal Navy
Trustee selection method:	Appointed as such by the Naval Secretary.
Bankers:	Barclays Bank King George Street Yeovil
Independent Examiner:	P A Nicholls MBE MAAT 5 Nursery Road Havant Hants PO9 3BG
Activities and achievements:	To have resources available for expenditure on improvements to the quality of life, and the engenderment of esprit de corps. The fund struggled to meet some of its objectives in the past year although the community centre, narrow boat, motor home and garage facilities were well used by the Service personnel and their families.
Financial Review:	

Financial Reserves Policy:

The Trustee has considered the level of reserves that is required, appropriate to the charity's needs. **This is set at £100K, although it is currently less than that figure.** It is held within the Charity Deposit Account. It seeks to provide three months CAF running costs and to be able to replace the narrowboat. The Trustee aims to ensure that the charity will be able to fulfil its charitable objectives even if there is a temporary shortfall in income and unexpected expenditure. The Trustee will endeavour not to set aside funds unnecessarily.

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The Trustee reviews the major risks to which the charity is exposed, and systems have been established to manage those risks and believes that by building up the free reserves it will provide sufficient resources in the event of adverse conditions. Independent examination of the accounts twice yearly will mitigate the risk of any mismanagement by the committee.

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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 providing and supporting leisure facilities and social activities. This assistance enables Service personnel to face the challenges and danger associated with military service by developing and maintaining teamwork, spirit and attitude, and morale. As a result, the fund promotes the efficiency of the Armed Forces of the Crown by enhancing their capability to undertake the roles demanded of them including the defence of the United Kingdom and its interests.

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.

Declaration:

I declare, in my capacity of Charity Trustee, that I have approved the above report.

Signature

Name	Commodore N R Griffin MBE Royal Navy
Appointment	Commanding Officer and sole Managing Trustee
Date	31 May 2023

Independent Examiner's Report to the Trustee of the HMS Heron Central Amenities Fund.

I report on the accounts of the Charity for the year ended 30 April 2023 which are set out in pages 1 to 9 and accompanying notes.

Respective responsibilities of trustees and examiner

The charity's trustee is responsible for the preparation of the accounts. The charity's trustee considers that an audit is not required for this year under section 144(2) of the Charities Act 2011 (The Charities Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a licenced member of the Association of Accounting Technicians.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustee for any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in any material respect:

- The accounting records were not kept in accordance with section 130 of the Charities Act; or
- The accounts did not accord with the accounting records; or
- The accounts did not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than in 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 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.

P A Nicholls MBE MAAT
5 Nursery Road
Havant
Hants PO9 3BG

31 May 2023

HMS HERON CENTRAL AMENITIES FUND

Registered Charity No 1129715

BALANCE SHEET

30-Apr-23

Fixed Assets	Notes		30-Apr-22
Property	7	£ 141,655.00	£ 151,044.00
Current Assets			
Stocks	8	£ 15,078.18	£ 14,680.00
Debtors & Prepayments	9/9A	£ 10,782.48	£ 8,730.72
Charities Deposit Account		£ 231,439.67	£ 227,482.32
Bank Accounts		£ 88,669.15	£ 44,653.87
Cash & Floats		£ 5,063.91	£ 2,838.40
		<u>£ 351,033.39</u>	<u>£ 298,385.31</u>
		£ 492,688.39	
Current Liabilities			
Trade Creditors	10	£ 26,196.45	£ 29,171.55
Tall Trees Creditors	10A	£ 1,564.04	£ 3,940.16
Central Bank for:			
Service Funds	11	£ 92,795.91	£ 102,867.36
Dispersing Funds	11A	£ 23,770.82	£ 37,954.75
Dormant Funds	11B	£ 46,802.22	£ 247.32
Approved Funds	11C	£ 84,236.92	£ 56,228.47
		<u>£ 275,366.36</u>	<u>£ 230,409.61</u>
Net Current Assets		£ 75,667.03	£ 67,975.70
Long Term Liability			
Nuffield Trust (Holiday Home)	10B	£ 27,384.00	£ 30,128.00
Total Net Assets		<u><u>£ 189,938.03</u></u>	<u><u>£ 188,891.70</u></u>

Approved on 31 May 2023

Signed on Original

Commodore N R Griffin MBE Royal Navy
Sole Managing Trustee

HMS HERON CENTRAL AMENITIES FUND

STATEMENT OF FINANCIAL ACTIVITIES

		2021-22	2020-21
Income	Notes		
Donations & Grants		£ 11,689.69	£ 41,999.79
Charitable Activities		£ 258,591.82	£ 238,874.41
Other Trading Activities		£ 11,579.01	£ 9,472.00
Investment Income		£ 5,509.09	£ 284.78
Total Income	3	<u>£ 287,369.61</u>	<u>£ 290,630.98</u>
Expenditure			
Charitable Activities		£ 286,323.28	£ 265,699.37
Other		£ -	£ -
Total Expenditure	4	<u>£ 286,323.28</u>	<u>£ 265,699.37</u>
Net Income		£ 1,046.33	£ 24,931.61
Less Previous Year Excess Income Correction		£ -	£ (8,255.00)
Net Movement in Funds		<u>£ 1,046.33</u>	<u>£ 16,676.61</u>
Total Funds brought forward 1 May 22		£ 188,891.70	£ 163,960.09
Net Movement of Funds		£ 1,046.33	£ 2,532.29
Total Funds carried forward 30 Apr 23		<u>£ 189,938.03</u>	<u>£ 180,636.70</u>

HMS HERON CENTRAL AMENITIES FUND

Notes to the Accounts dated 30 April 2023

Note 1 - Accounting policies

a. The financial statements are prepared under the historic cost convention (as modified by the revaluation of fixed asset investments) and in accordance with applicable accounting standards: Charities Statement of Recommended Practice, UK Accounting Standards and the Charities Acts.

Incoming resources

- a. Donations are included in the Statement of Financial Activities (SOFA) when the CAF becomes entitled to the donation or grant and it is reasonably certain that it will be received.
- b. Incoming resources from fund raising are reported gross in the SOFA
- c. Intangible income is not included in the accounts.
- d. The CAF receives no unpaid volunteer help.
- e. Investment income is included in the accounts when receivable.

Expenditure and liabilities

- a. Liabilities are recognised as soon as there is a legal or constructive obligation committing the CAF to the expenditure.
- b. Administration costs are incurred by the CAF Manager and her assistant. These costs are not apportioned as their tasks are wide ranging in support of leisure and amenities and include the maintenance of the Central Bank facility for other funds.

Assets

- a. Tangible fixed assets are capitalised if they can be used for more than one year and cost at least £250. They are valued at cost or a reasonable value on receipt. The CAF does not have a policy of revaluation. Depreciation is straight line and over the estimated life of the item.
- b. Investments on a recognised stock exchange are valued at market value at the date of the Balance Sheet or at best estimate of market value.
- c. Stocks are valued at the lower of cost or market value.

Note 2 - Investments

There are none

Note 3 - Income

	<u>Year to April 2023</u>	<u>Previous Year</u>
<i>Voluntary Income</i>		
Gosling Garage Grants	£ -	£ 32,500.00
Gosling General Grant	£ -	£ 2,500.00
Donations	£ 1,499.77	£ -
Classic Motor Cars Runway Donation	£ 5,000.00	£ -
Somerset Mil Masons Donation	£ 3,000.00	£ -
STFAC Closing Down Grant	£ -	£ 3,971.60
Crealy Donations	£ 645.00	£ 3,028.19
RNRMC Grant - JR Xmas Lunch	£ 1,544.92	£ -
	<u>£ 11,689.69</u>	<u>£ 41,999.79</u>
<i>Charitable Activities</i>		
Tall Trees (see Note 15)	£ 78,978.56	£ 71,550.68
Garage (See Note 14)	£ 116,484.79	£ 108,068.34
Narrowboat	£ 30,988.47	£ 30,598.77
Holiday Home	£ 16,178.14	£ 17,044.06
Holiday Home - Reduce NT Liability	£ 2,744.80	£ 2,744.00
Caravan Parking	£ 5,593.93	£ 4,520.69
Sports Income/LeMills	£ 1,362.17	£ 216.46
Family Rooms	£ 3,499.31	£ 1,439.76
Barber's Rent	£ 2,691.65	£ 2,691.65
Misc Income	£ 70.00	£ -
	<u>£ 258,591.82</u>	<u>£ 238,874.41</u>
<i>Fund Raising</i>		
Recreational Passes	£ 8,770.00	£ 8,230.00
Dog Passes	£ 1,060.00	£ -
Sub Fund Contributions	£ 1,749.01	£ 1,242.00
	<u>£ 11,579.01</u>	<u>£ 9,472.00</u>
<i>Investment Income</i>		
Interest	£ 5,509.09	£ 284.78
Total Income	<u><u>£ 287,369.61</u></u>	<u><u>£ 290,630.98</u></u>

Note 4 - Expenditure

<i>Charitable Activities</i>		
<i>Operating Costs</i>		
Tall Trees (See Note 15)	£ 74,296.88	£ 67,485.36
Narrowboat	£ 18,551.35	£ 16,441.43
Narrowboat Depreciation	£ 5,516.00	£ 5,516.00
Holiday Home	£ 5,757.46	£ 8,925.19
Holiday Home - Depreciation	£ 2,920.00	£ 2,935.99
Garage (See Note 14)	£ 130,326.45	£ 113,990.61
Sports Expenditure	£ 1,152.09	£ 1,252.14
Civ Insurance - Gym	£ 1,567.12	£ 1,541.76
Les Mills Annual Subscription	£ 3,000.00	£ 3,600.00
Insurance	£ 788.38	£ 819.55
Barber DIO	£ 1,695.87	£ 2,281.85
Vending Depreciation	£ 125.00	£ 597.00
Grants	£ 60.00	£ -
JR Xmas Lunch	£ 1,544.92	£ -
TV Licences	£ 477.00	£ 318.00
Gifts	£ 100.00	£ 145.83
<i>Governance Costs</i>		
Independent Examination Fees	£ 2,195.00	£ 2,155.00
<i>Support Costs</i>		
Office Salaries	£ 31,812.53	£ 31,996.91
Pensions	£ 1,836.00	£ 1,836.00
Office Administration	£ 1,850.08	£ 2,393.79
Bank Charges	£ 6.70	£ 27.21
Fuel	£ 180.45	£ 50.00
Minor Depreciation	£ 564.00	£ 1,389.75
	<u>£ 286,323.28</u>	<u>£ 265,699.37</u>
Total Expenditure	<u><u>£ 286,323.28</u></u>	<u><u>£ 265,699.37</u></u>

Note 5 - Paid Employees

a.	Wages/Salaries:	£ 100,757	Previous Year (£114462)
	Employers National Insurance:	£ 21,732	Previous Year (£4788)
	Pensions	£ 8,257	Previous Year (£6015)
b.	There were 8 employees		
	None earned more than £50,000 pa		

Note 6 - Trustees and Other Related Parties

- a. No expenses or emoluments have been paid to the Sole Managing Trustee
- b. There are no amounts due to or from the Sole Managing Trustee
- c. The sole Managing Trustee is also the sole Managing Trustee of the Wardroom HMS Heron and the WO, SR & SNCO Mess HMS Heron.
- d. The Sole Managing Trustee is also the trustee of the charitable Service funds that use the CAF as their Central Bank (Note 11).

Note 7 - Fixed Assets - Fixtures, Fittings and Equipment

	Narrowboat	Garage	Birds Quarry	Tall Trees	Vending	Other	Holiday Home	Total
Value at 1 May 22	£ 32,538	£ 47,334	£ 38,000	£ 1,726	£ 125	£ 321	£ 31,000	£ 151,044
Additions	£ -	£ 4,247	£ -	£ -	£ -	£ -	£ -	£ 4,247
Less Depreciation	£ (5,516)	£ (4,511)	£ -	£ (340)	£ (125)	£ (224)	£ (2,920)	£ (13,636)
Value at 30 Apr 23	£ 27,022	£ 47,070	£ 38,000	£ 1,386	£ -	£ 97	£ 28,080	£ 141,655

Note 8 - Stocks

Garage	£ 10,614.65
Tall Trees Bar Stock	£ 4,463.53
	<u>£ 15,078.18</u>

Note 9 - Miscellaneous Debtors (Payable in less than one year)

Interest - Apr 22	£ 1,550.24
Tall Trees TV Licence	£ 53.00
Tall Trees Bar Sales in Hand	£ 1,161.00
	<u>£ 2,764.24</u>

Note 9A- Prepayments

Insurance- Garage	£ 782.00
Insurance - Narrowboat	£ 486.00
Narrowboat Mooring Fees	£ 3,157.00
Narrowboat Licence	£ 788.09
YMC Course May	£ 412.50
Cornish Charm Insurance	£ 199.00
Cornish Charm Site Fees	£ 2,193.65
	<u>£ 8,018.24</u>

Note 10 - Creditors (payable in less than one year)

Unidentified Bank Credits	£ 4,554.54
RNRMC - JR Xmas Lunch 23	£ 1,455.08
Prebooked Narrowboat	£ 5,958.39
Prebooked Cornish Charm	£ 1,858.34
Cornish Charm Cleaning	£ 229.16
College - Apprentice	£ 750.00
PNIE Examination	£ 930.00
Garage	£ 4,051.70
Berry's Coaches	£ 10.57
HMRC - VAT	£ 4,593.28
HMRC - PAYE	£ 1,805.39
	<u>£ 26,196.45</u>

Note 10A - Tall Trees Creditors

Bar Stocktake	£ 110.00
Bar Purchases	£ 880.13
Bar TV	£ 118.91
PRS (Estimated)	£ 275.00
PNIE Examination	£ 180.00
	<u>£ 1,564.04</u>

Note 10B - Long Term Creditor

RNRMC (Nuffield Trust) - Interest in Holiday Home	£ 27,384.00
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Note 11 - Service Funds held by CAF as Central Bank

815 NAS Officers' Fund	£ 3,030.37
815 NAS Welfare Fund	£ 3,299.17
815 NAS SR Fund	£ 70.81
825 NAS Welfare Fund	£ 4,373.25
825 NAS Officers Fund	£ 2,089.64
825 NAS Wings Parade	£ 1,776.35
845 NAS Welfare Fund	£ 640.08
845 NAS Officers Fund	£ 1,240.37
846 NAS Officers Fund	£ 901.96
846 NAS SR Fund	£ 618.88
846 NAS Welfare Fund	£ 1,589.30
846 NAS Wings Parade	£ 486.83
847 NAS Officers Fund	£ 1,018.69
847 NAS Welfare Fund	£ 957.76
Junglie Cocktail Party	£ 3,089.19
Black Cats Display Team	£ 11,333.73
CHF Families Day	£ 1,567.88
CHF Officers Fund	£ 1,648.87
CHF Sports Fund	£ 1,273.47
CHF Welfare Fund	£ 1,248.44
Exercise Rotary Cluster	£ 1,227.34
846 Dinner	£ 5.81
HMS Heron Field Gun	£ 6,643.90
Yeovilton Gaming Club	£ 265.60
Yeovilton Golf Society	£ 5,274.40
Sporting Gun Club	£ 2,440.70
Station Families Day	£ 8,861.30
Volunteer Band	£ 5,208.89
FAA Grass Roots	£ 291.64
Heron Grass Roots	£ 83.78
NAC Sub Aqua Club	£ 2,604.98
RN Motor Cycle Club	£ 854.67
RN Model Aircraft Association	£ 4,307.01
RNRM Sub Aqua	£ 8,249.55
Plumbers Members	£ 3,721.30
Plumbers Union Social	£ 500.00
	<u>£ 92,795.91</u>

Note 11A - Dispersing Funds held by CAF as Central Bank

Air Engineering & SE NVQ Rewards	£ 19,971.48
RNSAC - GNVQ AWARDS	£ 1,235.80
Charity Grants	£ 1,296.57
JR Accommodation Keys	£ 335.03
Key Fobs	£ 931.94
	<u>£ 23,770.82</u>

Note 11B - Dormant Funds held by CAF as Central Bank

Heron Sailing Club	£ 849.76
Heron Gliding Club	£ 45,952.46
	<u>£ 46,802.22</u>

Note 11C - Approved Funds Using the CAF as Central Bank

RNR Air Branch - Officers	£ 10,586.80
RNR Air Branch - Warrant Officers	£ 11,576.84
Boxing	£ 2,578.25
Breaking the Silence	£ 1,273.68
Chaplaincy Outreach	£ 284.49
Cinema	£ 583.65
Coarse Angling Club	£ 3,804.59
Covid Food	£ 300.63
Dog Passes	£ 3,083.39
Exercise White Dagger	£ 200.00
Flag & Captain's	£ 5,372.69
Flight Safety	£ 309.50
HMS Pegasus	£ 1,260.84
HOD's Go Karting	£ 8.49
JRs' Funds	£ 592.26
JR Committee	£ 965.03
JR Refurb Fund	£ 10,638.45
Junglie Dinner	£ 8,965.75
Narrowboat Deposits	£ 1,000.00
Korean Hospitality	£ 288.85
Guernsey Golf	£ 74.01
Childrens Swimming Club	£ 3,539.27
Poskitt	£ 220.00
Puxton & Crealy Tickets	£ 433.07
REME at DE&S	£ 726.93
RFA Tideforce	£ 1,000.00
RM Aircrewmen Dinner Fund	£ 334.36
RN Commando Dinner	£ 480.00
RN Netball	£ 410.76
RNRM Welfare Contingency Fund	£ 2,143.87
RNRM Wyndam	£ 3,358.70
Sanctuary Coffee	£ 168.11
Sanctuary Bacon Rolls	£ 309.72
Sanctuary Building Improvements	£ 507.99
WMF Cocktail Party	£ 1,500.00
Yeovilteenies PTA	£ 656.51
845 Xmas Fund	£ 4.00
846 Patagonia	£ 2,811.78
TT Little Acorns	£ 742.06
TT Reserve (Closed Groups)	£ 3.75
TT Youth Club	£ 763.59
TT Youth Forum	£ 223.00
TT Great Oaks	£ 151.26
	<u>£ 84,236.92</u>

Note 12 - Endowment or Restricted Income Funds

None held

Note 13 - Other Information

- a. The CAF does not have any material commitments not provided for in the accounts
- b. The CAF has not given any guarantees to any third party that could be called on at the year end.
- c. The CAF has not granted any loans.
- d. The CAF did not make any ex gratia payments during the year.

Declarations

- a. The Trustee has not changed the year end date nor the length of the CAF's financial year
- b. The CAF has no designated funds.
- c. All the CAF's operations are continuing operations and no operations were discontinued during the year.
- d. The CAF has no intangible assets (other than office and community centre space provided by the Ministry of Defence)
- e. There were no interfund loans outstanding at the balance sheet date.
- f. None of the CAF's functional assets have been revalued during the year and the CAF does not have a policy of revaluation of these assets.
- g. The CAF has no material fixed assets which have not been capitalised and included in the Balance Sheet.

Note 14 - Yeovilton Motor Centre Trading Account for Year to 30 Apr 23

			Previous Year
Total Sales	£ 116,484.79		£ 44,531.21
Cost of Sales	<u>£ (56,828.10)</u>		<u>£ (32,509.44)</u>
Gross Profit	£ 59,656.69		£ 12,021.77
Less:			
Wages	£ 66,509.25	£ 44,316.30	
Additional MOT Labour	£ -	£ 287.00	
Furlough Grant	£ -	£ (13,252.84)	
Insurance	£ 2,478.10	£ 2,317.93	
Garage depreciation	<u>£ 4,511.00</u>	<u>£ 1,716.00</u>	
	£ (73,498.35)		£ (35,384.39)
Net profit or (loss)	<u>£ (13,841.66)</u>		<u>£ (23,362.62)</u>
Gross Profit/Sales	51%	27%	
Net Profit or (loss)/Sales	-12%	-52%	

Note 15 - Tall Trees - 12 months to 30 Apr 23 (includes bar trading - Note 15A)

			Previous Year
Income			
Grants	£ 600.00	£ 800.00	
Bar Sales	£ 71,076.43	£ 63,898.63	
Gaming Machines	£ 390.62	£ 282.70	
Pool Table	£ 368.00	£ 350.00	
Juke Box	£ 511.85	£ 199.60	
Room Hire	£ 5,736.71	£ 5,308.00	
Events	£ 147.95	£ -	
Miscellaneous	£ 147.00	£ 711.75	
		£ 78,978.56	£ 71,550.68
Expenditure			
Bar Expenses	£ 66,026.57	£ 60,119.00	
Events	£ 295.38	£ 2,124.36	
Grant Funded Events	£ -	£ 572.42	
Repairs & Renewals	£ 509.97	£ 321.64	
Insurance	£ 1,157.78	£ 1,302.49	
Performing Rights	£ 726.63	£ 1,400.00	
TV	£ 2,980.45	£ 159.00	
Grants	£ 571.94	£ -	
Office and Miscellaneous	£ 2,028.16	£ 1,486.45	
		£ 74,296.88	£ 67,485.36
Less Examination	£ 355.00	£ 345.00	
Less Depreciation	£ 340.00	£ 284.90	
Net Gain		£ 3,986.68	£ 3,435.42

Note 15A - Tall Trees Bar Trading Account - 12 months to 30 Apr 23

			Previous Year
Total Sales	£ 71,076.43	£ 63,898.63	
Cost of Sales	£ (33,852.36)	£ (30,960.66)	
Gross profit	£ 37,224.07	£ 32,937.97	
Less: Bar Trading Costs			
Wages & Employers NI	£ 29,309.24 41.2%	£ 27,582.90 41.6%	
Furlough Grants	£ -	£ (1,021.02)	
Stock Muster	£ 440.00	£ 410.00	
Pipecleaning	£ 1,052.05 1.5%	£ 881.47 1.4%	
Wastage/Out of Date	£ 494.42 0.7%	£ 485.71 0.8%	
Free/Comp Drinks	£ 34.42	£ 213.35	
Bar Sundries	£ 844.08	£ 605.93	
		£ (32,174.21)	£ (29,158.34)
Net Bar Trading Profit		£ 5,049.86	£ 3,779.63
Gross Profit/Sales	52%	52%	
Gross Profit/Cost of Sales	110%	106%	
(or average mark up)			
Net Profit/Sales	7%	6%	

PN INDEPENDENT EXAMINATIONS

5 Nursery Road
Havant
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PO9 3BG

07801 064450

The Commodore
Royal Naval Air Station
Yeovilton

15 May 23

THE CENTRAL AMENITIES FUND – EXAMINATION AND ACCOUNTS FOR THE YEAR ENDING 30 APR 23

1. The annual examination of the Central Amenities Fund (CAF) for the year that ended on 30 Apr 23 has been completed satisfactorily. There is a separate report on the other Service funds which use the CAF as a bank. Two copies of the accounts are enclosed, one for the pack and the other to be returned to the CAF Manager after approval.
2. A draft Trustee's Annual Report (TAR) is also enclosed. Once approved by the Commodore, and any changes inserted, a PDF version of the annual accounts and the TAR must be uploaded to the Charity Commission website. The on-line Annual Return should also be completed at the same time.
3. Accounts The accounts were well presented for examination with comprehensive documentation readily available. The CAF Manager had done well to keep up to date without any help. It had been a very busy time for Mrs Hawkins with extra hours worked on occasions to get the accounts completed.
4. Musters There were no independent musters of ~~fund~~ cash, property, or stock. On the other hand, the quarterly professional musters of the Tall Trees bar stock had taken place.
5. Savings Accounts The CAF had two Charity Deposit accounts with a total value of £231.4K. Of this total, £200.8K was the money held for the Service and Approved funds that use the CAF as a bank. There was also £46.8K held for two sub funds that were dormant.
6. Property The property register had been updated by PNIE. The main items were valued as below (after depreciation where applicable). The total value held was £141.7K.
 - Birds Quarry £38K (non-depreciating).
 - Narrow Boat £27K.
 - Cornish Charm Lodge £28.1K.
 - Garage Equipment £47.1K.
 - Tall Trees Property £1.4K.

Yeovilton Motor Centre (Accounts - Note 8)

7. The garage continued to make a loss. By this year end it was a loss of £13.8K, although better when compared to last year 's loss of £23.4K. The second half loss matched that of the first half 's £6.9K.

8. Sales had increased by £79.9K to £116.5K leading to a gross profit of £59.6K. However, this became a net loss because of the wage bill of £66.5K (in Apr 22 it was £44.3K). The wage bill should reduce as a full-time employee left in Mar 23 and an apprentice was taken on in Feb 23. Any wage savings will not become apparent until the next year. There appeared to be no government apprentice funding or incentives available to the CAF. In addition, the apprentice is not available when on day release twice a week to college.

9. Although the CAF cannot continue to subsidise the garage with the rate of losses it is incurring, it is hoped that the reduction of the wage bill will allow the garage to at least break even in the coming year

10. Narrow Boat The narrow boat made a profit of £12.4K compared to £14.2K last year. In addition, there was an annual depreciation charge of £5.5K

11. Cornish Charm Holiday Lodge The lodge made a healthy profit of £10.4K if depreciation of £2.9K is ignored. If the lodge is sold, then £27.4K will need to be returned to the Nuffield Trust (RNRMC) which largely funded the purchase of the lodge.

12. Barber The barber's shop rent paid to the CAF totalled £2.7K, but £1.7K was paid to the DIO leaving a small net income of £1K for the CAF.

13. Other items of note:

- Two donations totalling £8K were received. (Classic Motor Cars Runway Drive £5K and Somerset Mills Masons £3K).
- Recreational Passes income was £8.8K.
- Dog Passes income totalled £1.1K.
- The CAF charged an annual admin fee of £12 to all the Service Funds for producing their accounts. This totalled £1.7K.
- Caravan parking generated £5.6K income.
- The donations and income received totalled £49K and covered the running costs of £43.9K excluding minor depreciation of £7.1K.

14. Tall Trees Community Centre Bar sales had increased to £71.1K leading to a £5K bar net profit. However, after other non-bar incomes and expenditure, the centre provided a profit of £4.2K for the CAF. (Note 15 & 15A of the CAF accounts).

Summary

15. The CAF had made a small gain of £1K mostly as a result of the unexpected £8K donations, which partially offset the garage losses of £13.8K.

16. The CAF was worth £189.9K but £156.7K of this was represented by property and stock. The bank and deposit accounts held £320.1K covering the liabilities of £274.5K leaving £45.6K of freely available bank assets.

M L Butcher
PN Independent Examinations

Information:

CAF Manager

HMS HERON CENTRAL AMENITIES FUND

England & Wales - Charity number 1129715

Accounts

PN INDEPENDENT EXAMINATIONS

5 Nursery
Road
Havant
Hants
PO9 3BG
07801 064450

The Commodore
Royal Naval Air Station
Yeovilton

11 May 22

THE CENTRAL AMENITIES FUND - EXAMINATION AND ACCOUNTS FOR THE YEAR ENDING 30 APR 22

1. The annual examination of the Central Amenities Fund (CAF) for the year that ended on 30 Apr 22 has been completed satisfactorily. There is a separate report on the other Service funds which use the CAF as a bank. Two copies of the accounts are enclosed, one for the pack and the other to be returned to the CAF Manager after approval.

2. A draft Trustee's Annual Report (TAR) is also enclosed. Once approved by the Commodore, and any changes inserted, a PDF version of the annual accounts and the TAR must be uploaded to the Charity Commission website. The on-line Annual Return should also be completed at the same time.

Accounts and Musters

3. The accounts were well presented with a comprehensive set of supporting documents. Stocks had been mustered but cash had not been independently counted. However, there had been a surprise count of cash early in the New Year.

Property

4. The bulk of the value of the fund (80%) was represented by its property (Note 7 in the accounts shows the book values). The main items were:

- ☐ Birds Quarry - £38K. It is understood that this cannot be sold to raise funds.
- ☐ Holiday Home - £31K. If sold 98% of the sale price would have to be returned to the RNRMC.
- ☐ Narrowboat - £32.5K.

Yeovilton Motor Centre (see Note 14 to the Accounts)

5. The Garage had lost £5.9K in the year, although at the midyear point this loss was £6.4K, meaning that there had been a small profit in

the second half of the year. (If depreciation is ignored this profit was £2.7K.) The turning point came in Nov 21, when equipment rental costs ceased.

Tall Trees Community Centre (see Note 15 in the accounts)

6. The bar had made a £3.8K profit. Taken as a whole the Centre had made a gain of £3.4K. This was because the Centre had received £5.3K in hall hire charges, which effectively covered most of the overheads.

7. A local decision was made that room hire charges should go to the Centre, and therefore the CAF, rather than to the Crown. This was because the CAF administers the bar areas and maintains the internal structure of the centre.

8. As the system is new the procedures are rudimentary but will have to be improved. Most importantly, as room hire is now part of its business, charges are subject to VAT. This means that a VAT invoice proforma should be produced which should include:

- ☐ The CAF's VAT registration number.
- ☐ Serial number.
- ☐ Net amount charged plus rate of VAT (20%) and then gross amount.
- ☐ If over £250, addressed to the customer by name and address.

Narrowboat

9. Narrowboat Warnford VC had made a £14K profit (but then less £5.3K depreciation), which was significantly better than in pre-Covid years which often returned around £6K. This was largely a result of the temporary lower rates of VAT, which were not passed on to the customer. As VAT has returned to its normal 20%, such exceptional profits will not continue and therefore future forecasts should be based on pre-Covid profits.

Other Income

10. There were varying results from the main income streams.

- ☐ The holiday home had made a profit of £8K but this would be less if depreciation of £2.9K was taken into account.
- ☐ Gym user pass income had increased to £8.2K and was approaching pre-Covid levels of around £10K.
- ☐ Income from caravan parking, raised £4.2K. (In recent years parking charges had been brought into the CAF as an income stream.)
- ☐ Family Room hires raised £1.4K, compared to £2K in the previous Covid year!

- Despite holding £227K on deposit, interest rates have been poor, although they recently increased to more than just pennies.
- The income from the barber's rent was largely offset by the amount paid to DIO.

Expenditure

11. The costs of non-trading activities had reduced or remained steady:

- Sports spending was £6.4K compared to £9.7K in the previous year. Costs included £1.5K for insurance for civilian gym users and the £3.6K cost of the LesMills subscription.
- The amount paid out in grants was zero. Pre-Covid this would have been around £12K.

Financial Situation

12. With an increase of £24.9K, the accounts look much healthier than those seen at the start of the year (page 2 of the accounts). However, the figures were very deceptive primarily because exceptional income came into the fund:

- A £30K Gosling grant for garage equipment increased the value of property, and therefore the fund, by £30K without changing the bank balance.
- A £5K Gosling general grant was part used to buy the garage equipment, increasing the value of property by £2.5K.
- The Short Term Family Accommodation fund was closed and its balance of £4K was gifted to the CAF.
- A reduction in the value of the holiday home led to a reduction of the liability to the Nuffield Trust and hence a non cash income of £1.5K.

13. If these non-cash items are put to one side, there was actually an operating loss of £15.6K. However, if the £13.6K non-cash cost of depreciation is also extracted, the cash loss was just £2K.

14. Overall, the fund has lost £8.5K in the last six months. It had been expected that the CAF would lose about £13K so this was a relatively good result. The CAF will always do less well in the second half of the year as the narrowboat is out of operation Nov to Feb and the Holiday Home, whilst available, is only occasionally booked.

Summary

15. The finances of the CAF remained precarious and the loss of Excess Income is sorely felt, not least because this CAF does not have the reserves of investments seen elsewhere. Nevertheless, there are some grounds to be optimistic as the garage has moved into a profit. However, this is still only treading water as the CAF will be unlikely to be able to meet its prime function of supporting the welfare of junior ratings.

16. The CAF was worth £189K of which £135K was represented by the net value of property assets and stock. Bank and deposit assets totalled £272K of which £197.3K belonged to other funds. The balance of £74.7K easily covered £33K of liabilities.

NB the £135K figures comes after deducting the NT liability.

P A Nicholls
PN Independent Examinations

Information:

CAF Manager

HMS HERON CENTRAL AMENITIES FUND

Registered Charity No 1129715

BALANCE SHEET

30-Apr-22

Fixed Assets	Notes		30-Apr-21
Property	7	£ 151,044.00	£ 129,088.00
Current Assets			
Stocks	8	£ 14,680.00	£ 9,093.01
Debtors & Prepayments	9/9A	£ 8,730.72	£ 15,592.03
Charities Deposit Account		£ 227,482.32	£ 247,289.60
Bank Accounts		£ 44,653.87	£ 30,025.67
Cash & Floats		£ 2,838.40	£ 2,431.11
		<u>£ 298,385.31</u>	<u>£ 304,431.42</u>
Current Liabilities			
Trade Creditors	10	£ 29,171.55	£ 22,868.89
Tall Trees Creditors	10A	£ 3,940.16	£ 1,079.08
Central Bank for:			
Service Funds	11	£ 102,867.36	£ 105,371.47
Dispersing Funds	11A	£ 37,954.75	£ 45,519.55
Dormant Funds	11B	£ 247.32	£ 247.32
Approved Funds	11C	£ 56,228.47	£ 61,601.02
		<u>£ 230,409.61</u>	<u>£ 236,687.33</u>
Net Current Assets		£ 67,975.70	£ 67,744.09
Long Term Liability			
Nuffield Trust (Holiday Home)	10B	£ 30,128.00	£ 32,872.00
Total Net Assets		<u><u>£ 188,891.70</u></u>	<u><u>£ 163,960.09</u></u>

Approved on 31 May 2022

Signed on Original

Commodore N R Griffin MBE Royal Navy
Sole Managing Trustee

HMS HERON CENTRAL AMENITIES FUND

STATEMENT OF FINANCIAL ACTIVITIES

		2021-22	2020-21
Income	Notes		
Donations & Grants		£ 41,999.79	£ 26,019.43
Charitable Activities		£ 238,874.41	£ 98,349.39
Other Trading Activities		£ 9,472.00	£ 3,770.18
Investment Income		£ 284.78	£ 97.72
Total Income	3	<u>£ 290,630.98</u>	<u>£ 128,236.72</u>
Expenditure			
Charitable Activities		£ 265,699.37	£ 209,233.80
Other		£ -	£ -
Total Expenditure	4	<u>£ 265,699.37</u>	<u>£ 209,233.80</u>
Net income (expenditure)		£ 24,931.61	£ (80,997.08)
Less Previous Year Excess Income Correction		£ -	£ (8,255.00)
Net movement in funds		<u>£ 24,931.61</u>	<u>£ (89,252.08)</u>
Total Funds brought forward 1 May 21		£ 163,960.09	£ 244,960.17
Net Movement of Funds		£ 24,931.61	£ 2,532.29
Total Funds carried forward 30 Apr 22		<u>£ 188,891.70</u>	<u>£ 155,708.09</u>

HMS HERON CENTRAL AMENITIES FUND

Notes to the Accounts dated 30 April 2022

Note 1 - Accounting policies

a. The financial statements are prepared under the historic cost convention (as modified by the revaluation of fixed asset investments) and in accordance with applicable accounting standards: Charities Statement of Recommended Practice 2019 and the provisions of the Charities Act 2011. Significant policies adopted are:

Incoming resources

- a. Donations are included in the Statement of Financial Activities (SOFA) when the CAF becomes entitled to the donation or grant and it is reasonably certain that it will be received.
- b. Incoming resources from fund raising are reported gross in the SOFA
- c. Intangible income is not included in the accounts.
- d. The CAF receives no unpaid volunteer help.
- e. Investment income is included in the accounts when receivable.

Expenditure and liabilities

- a. Liabilities are recognised as soon as there is a legal or constructive obligation committing the CAF to the expenditure.
- b. Administration costs are incurred by the CAF Manager and her assistant. These costs are not apportioned as their tasks are wide ranging in support of leisure and amenities and include the maintenance of the Central Bank facility for other funds.

Assets

- a. Tangible fixed assets are capitalised if they can be used for more than one year and cost at least £250. They are valued at cost or a reasonable value on receipt. The CAF does not have a policy of revaluation. Depreciation is straight line and over the estimated life of the item.
- b. Investments on a recognised stock exchange are valued at market value at the date of the Balance Sheet or at best estimate of market value.
- c. Stocks are valued at the lower of cost or market value.

Note 2 - Investments

There are none

Note 3 - Income

	<u>Year to April 2022</u>	<u>Previous Year</u>
<i>Voluntary Income</i>		
Gosling Garage Grants	£ 32,500.00	£ -
Gosling General Grant	£ 2,500.00	£ -
STFAC Closing Down Grant	£ 3,971.60	£ -
Crealy Donations	£ 3,028.19	£ 416.70
Furlough CAF Grant	£ -	£ 2,477.43
Tall Trees Grants	£ -	£ 23,125.30
	<u>£ 41,999.79</u>	<u>£ 26,019.43</u>
<i>Charitable Activities</i>		
Tall Trees (see Note 15)	£ 71,550.68	£ 22,743.69
Garage (See Note 14)	£ 108,068.34	£ 44,531.21
Narrowboat	£ 30,598.77	£ 12,182.15
Holiday Home	£ 17,044.06	£ 7,022.64
Holiday Home - Reduce NT Liability	£ 2,744.00	£ 2,800.00
Caravan Parking	£ 4,520.69	£ 4,640.00
Sports Income/LeMills	£ 216.46	£ 947.20
Family Rooms	£ 1,439.76	£ 2,038.70
Barber's Rent	£ 2,691.65	£ 1,443.80
	<u>£ 238,874.41</u>	<u>£ 98,349.39</u>
<i>Fund Raising</i>		
Recreational Passes	£ 8,230.00	£ 3,452.18
Sub Fund Contributions	£ 1,242.00	£ 318.00
	<u>£ 9,472.00</u>	<u>£ 3,770.18</u>
<i>Investment Income</i>		
Interest	£ 284.78	£ 97.72
Total Income	<u><u>£ 290,630.98</u></u>	<u><u>£ 128,236.72</u></u>

Note 4 - Expenditure

<i>Charitable Activities</i>		
<i>Operating Costs</i>		
Tall Trees (See Note 15)	£ 67,485.36	£ 54,878.28
Narrowboat	£ 16,441.43	£ 13,263.02
Narrowboat Depreciation	£ 5,516.00	£ 5,516.00
Holiday Home	£ 8,925.19	£ 3,943.16
Holiday Home - Depreciation	£ 2,935.99	£ 2,885.83
Garage (See Note 14)	£ 113,990.61	£ 67,893.83
Sports Expenditure	£ 1,252.14	£ 9,688.36
Civ Insurance - Gym	£ 1,541.76	£ 1,646.40
Les Mills Subscription	£ 3,600.00	£ -
Insurance	£ 819.55	£ 1,268.89
Barber DIO	£ 2,281.85	£ 267.36
Vending Depreciation	£ 597.00	£ 964.00
Grants	£ -	£ 2,919.58
TV Licences	£ 318.00	£ 157.50
Gifts	£ 145.83	£ 585.00
<i>Governance Costs</i>		
Independent Examination Fees	£ 2,155.00	£ 2,030.00
<i>Support Costs</i>		
Office Salaries	£ 31,996.91	£ 34,693.96
Pensions	£ 1,836.00	£ 2,220.00
Office Administration	£ 2,393.79	£ 2,960.66
Bank Charges	£ 27.21	£ 870.42
Fuel	£ 50.00	£ 40.55
Minor Depreciation	£ 1,389.75	£ 541.00
	<u>£ 265,699.37</u>	<u>£ 209,233.80</u>
Total Expenditure	<u><u>£ 265,699.37</u></u>	<u><u>£ 209,233.80</u></u>

Note 5 - Paid Employees

- a. Wages/Salaries: £ 114,462 *Previous Year (£100,109)*
Employers National Insurance: £ 4,788 *Previous Year (£2218)*
Pensions £ 6,015
- b. There were 8 employees
None earned more than £50,000 pa

Note 6 - Trustees and Other Related Parties

- a. No expenses or emoluments have been paid to the Sole Managing Trustee
- b. There are no amounts due to or from the Sole Managing Trustee
- c. The sole Managing Trustee is also the sole Managing Trustee of the Wardroom HMS Heron and the WO, SR & SNCO Mess HMS Heron.
- d. The Sole Managing Trustee is also the trustee of the charitable Service funds that use the CAF as their Central Bank (Note 11).

Note 7 - Fixed Assets - Fixtures, Fittings and Equipment

	Narrowboat	Garage	Birds Quarry	Tall Trees	Vending	Other	Holiday Home	Total
Value at 1 May 21	£ 38,054	£17,467	£ 38,000	£ 420	£ 722	£ 745	£33,680	£129,088
Additions	£ -	£32,999	£ -	£ 1,671	£ -	£ -	£ 256	£ 34,926
Less Depreciation	£ (5,516)	£ (3,132)	£ -	£ (365)	£ (597)	£(424)	£ (2,936)	£ (12,970)
Value at 30 Apr 22	£ 32,538	£47,334	£ 38,000	£ 1,726	£ 125	£ 321	£31,000	£151,044

Note 8 - Stocks

Garage	£ 10,696.00
Tall Trees Bar Stock	£ 3,984.00
	<u>£ 14,680.00</u>

Note 9 - Miscellaneous Debtors (Payable in less than one year)

Interest - Apr 22	£ 88.00
Garage Invoices	£ 529.05
Tall Trees Bar Sales in Hand	£ 1,005.67
	<u>£ 1,622.72</u>

Note 9A- Prepayments

Insurance- Garage	£ 577.00
Insurance - Narrowboat	£ 486.00
Narrowboat Mooring Fees	£ 3,157.00
Narrowboat Licence	£ 695.00
Cornish Charm Site Fees	£ 2,193.00
	<u>£ 7,108.00</u>

Note 10 - Creditors (payable in less than one year)

Unidentified Bank Credits	£ 3,573.63
Prebooked Narrowboat	£ 7,953.00
Narrowboat Turnaround	£ 250.00
Prebooked Cornish Charm	£ 2,022.92
PNIE Examination	£ 910.00
Garage	£ 4,952.21
Berry's Coaches	£ 65.47
HMRC - VAT	£ 7,012.89
HMRC - PAYE	£ 2,431.43
	<u>£ 29,171.55</u>

Note 10A - Tall Trees Creditors

Bar Stocktake	£ 110.00
Bar Purchases	£ 2,155.16
PRS (Estimated)	£ 1,500.00
PNIE Examination	£ 175.00
	<u>£ 3,940.16</u>

Note 10B - Long Term Creditor

RNRMC (Nuffield Trust) - Interest in Holiday Home	£ 30,128.00
---	-------------

Note 11 - Service Funds held by CAF as Central Bank

815 NAS Officers' Fund	£ 4,737.69
815 NAS Welfare Fund	£ 5,132.78
815 NAS SR Fund	£ 70.81
825 NAS Welfare Fund	£ 1,773.40
825 NAS Officers Fund	£ 1,026.73
825 NAS Wings Parade	£ 1,476.13
845 NAS Welfare Fund	£ 853.46
845 NAS Officers Fund	£ 3,644.40
846 NAS Officers Fund	£ 1,154.97
846 NAS SR Fund	£ 183.88
846 NAS Welfare Fund	£ 3,049.07
846 NAS Wings Parade	£ 159.10
847 NAS Officers Fund	£ 1,174.94
847 NAS Welfare Fund	£ 372.94
Junglie Cocktail Party	£ 2,288.91
AED Officers Fund	£ 2,890.28
Black Cats Display Team	£ 9,336.43
CHF Families Day	£ 1,567.88
CHF Officers Fund	£ 1,767.12
CHF Sports Fund	£ 705.00
CHF Welfare Fund	£ 2,154.28
Exercise Rotary Cluster	£ 1,937.95
846 Dinner	£ 5.81
HMS Heron Field Gun	£ 9,324.99
Heron Gliding Club	£ 3,525.46
Heron Sailing Club	£ 849.76
Yeovilton Gaming Club	£ 457.17
Yeovilton Golf Society	£ 3,845.90
Sporting Gun Club	£ 1,818.66
Station Families Day	£ 16,353.16
Volunteer Band	£ 4,498.54
FAA Grass Roots	£ 7,367.53
Heron Grass Roots	£ 1,199.97
NAC Sub Aqua Club	£ 1,040.82
RN Motor Cycle Club	£ 919.67
RN Model Aircraft Association	£ 3,886.77
Plumbers Union	£ 315.00
	<u>£ 102,867.36</u>

Note 11A - Dispersing Funds held by CAF as Central Bank

Air Engineering & SE NVQ Rewards	£ 33,104.98
RNSAC - GNVQ AWARDS	£ 1,235.80
Charity Grants	£ 21.57
JR Accommodation Keys	£ 146.67
Key Fobs	£ 3,445.73
	<u>£ 37,954.75</u>

Note 11B - Dormant Funds held by CAF as Central Bank

LWMF Families Day	£ 247.32
	<u>£ 247.32</u>

Note 11C - Approved Funds Using the CAF as Central Bank

RNR Air Branch - Officers	£ 9,292.79
RNR Air Branch - Warrant Officers	£ 11,820.09
Boxing	£ 2,578.25
Breaking the Silence	£ 1,273.68
Cinema	£ 277.15
Coarse Angling Club	£ 2,537.79
Covid Food	£ 550.68
Dog Passes	£ 2,537.76
Exercise White Dagger	£ 4,615.00
Flight Safety	£ 375.05
HOD's Go Karting	£ 104.00
JR Committee	£ 1,478.69
Narrowboat Deposits	£ 1,000.00
Korean Hospitality	£ 1,009.60
Guernsey Golf	£ 74.01
Childrens Swimming Club	£ 2,092.70
Puxton & Crealy Tickets	£ 353.75
Yeovilteenies PTA	£ 906.61
REME at DE&S	£ 726.93
RM Aircrewmen Dinner Fund	£ 334.36
RN Commando Dinner	£ 480.00
RN Netball	£ 284.77
RNRM Welfare Contingency Fund	£ 3,256.65
RNRM Wyndam	£ 4,882.81
Sanctuary Coffee	£ 85.01
Sanctuary Bacon Rolls	£ 177.53
Sanctuary Building Improvements	£ 507.99
UPO	£ 0.84
Chaplaincy Outreach	£ 506.72
TT Little Acorns	£ 930.66
TT Reserve (Closed Groups)	£ 38.75
TT Youth Club	£ 763.59
TT Youth Forum	£ 223.00
TT Great Oaks	£ 151.26
	<u>£ 56,228.47</u>

Note 12 - Endowment or Restricted Income Funds

None held

Note 13 - Other Information

- a. The CAF does not have any material commitments not provided for in the accounts
- b. The CAF has not given any guarantees to any third party that could be called on at the year end.
- c. The CAF has not granted any loans.
- d. The CAF did not make any ex gratia payments during the year.

Declarations

- a. The Trustee has not changed the year end date nor the length of the CAF's financial year
- b. The CAF has no designated funds.
- c. All the CAF's operations are continuing operations and no operations were discontinued during the year.
- d. The CAF has no intangible assets (other than office and community centre space provided by the Ministry of Defence)
- e. There were no interfund loans outstanding at the balance sheet date.
- f. None of the CAF's functional assets have been revalued during the year and the CAF does not have a policy of revaluation of these assets.
- g. The CAF has no material fixed assets which have not been capitalised and included in the Balance Sheet.

Note 14 - Yeovilton Motor Centre Trading Account for Year to 30 Apr 22

		Previous Year
Total Sales	£ 108,068.34	£ 44,531.21
Cost of Sales	<u>£ (45,861.75)</u>	<u>£ (32,509.44)</u>
Gross Profit	£ 62,206.59	£ 12,021.77
Less:		
Wages	£ 63,849.57	£ 44,316.30
Additional MOT Labour	£ -	£ 287.00
Furlough Grant	£ (640.00)	£ (13,252.84)
Insurance	£ 1,787.29	£ 2,317.93
Garage depreciation	<u>£ 3,132.00</u>	<u>£ 1,716.00</u>
	£ (68,128.86)	£ (35,384.39)
Net profit or (loss)	<u>£ (5,922.27)</u>	<u>£ (23,362.62)</u>
Gross Profit/Sales	58%	27%
Net Profit or (loss)/Sales	-5%	-52%

Note 15 - Tall Trees - 12 months to 30 Apr 22 (includes bar trading - Note 15A)

Previous Year

Income			
Grants	£ 800.00	£ 23,125.30	
Bar Sales	£ 63,898.63	£ 21,136.67	
Gaming Machines	£ 282.70	£ 24.00	
Pool Table	£ 350.00	£ -	
Juke Box	£ 199.60	£ 111.83	
Room Hire	£ 5,308.00	£ -	
Miscellaneous	£ 711.75	£ 1,471.19	
	<u>£ 71,550.68</u>		£ 45,868.99
Expenditure			
Bar Expenses	£ 60,119.00	£ 25,505.63	
Play Park	£ -	£ 23,154.48	
Events	£ 2,124.36	£ 1,251.74	
Grant Funded Events	£ 572.42	£ -	
Repairs & Renewals	£ 321.64	£ 436.44	
Covid items	£ -	£ 244.82	
Insurance	£ 1,302.49	£ 2,111.87	
Performing Rights/PPL/MPLC	£ 1,400.00	£ 163.00	
TV Licence	£ 159.00	£ -	
SDC Licence	£ -	£ 360.00	
Office and Miscellaneous	£ 1,486.45	£ 1,650.30	
	<u>£ 67,485.36</u>		£ 54,878.28
Less Examination	£ 345.00		£ 330.00
Less Depreciation	£ 284.90		£ 120.00
Net Gain	<u>£ 3,435.42</u>		<u>£ (9,459.29)</u>

Note 15A - Tall Trees Bar Trading Account - 12 months to 30 Apr 22

Previous Year

Total Sales	£ 63,898.63	£ 21,136.67
Cost of Sales	£ (30,960.66)	£ (11,630.68)
Gross profit	£ 32,937.97	£ 9,505.99
Less: Bar Trading Costs		
Wages & Employers NI	£ 27,582.90 } 41.6%	£ 23,317.21 52.6%
Furlough Grants	£ (1,021.02) }	£ (12,192.67)
Stock Muster	£ 410.00	£ 200.00
Pipecleaning	£ 881.47 1.4%	£ 362.45 1.7%
Wastage/Out of Date	£ 485.71 0.8%	£ 1,880.33 8.9%
Free Drinks	£ 213.35	£ 60.44
Bar Sundries	£ 605.93	£ 247.19
	<u>£ (29,158.34)</u>	£ (13,874.95)
Net Bar Trading Profit	<u>£ 3,779.63</u>	<u>£ (4,368.96)</u>
Gross Profit/Sales	52%	45%
Gross Profit/Cost of Sales	106%	82%
(or average mark up)		
Net Profit/Sales	6%	-21%

THE CENTRAL AMENITIES FUND

HMS HERON

ANNUAL REPORT AND FINANCIAL STATEMENTS

For Period

1 May 2021 to 30 April 2022

Registered Charity No. 1129715

Trustees' Annual Report and Comments

Central Amenities Fund HMS HERON

Charity Registered No:	1129715
Covering the Accounting Year:	1 May 2021 to 30 April 2022
Address:	RNAS Yeovilton Ilchester Somerset BA22 8HT
Governing Document:	Constitution
Object:	Promotion of the Military Efficiency and Operational Effectiveness of the Armed Forces by the provision of leisure activities and domestic facilities to Service personnel and their families serving in the Royal Naval Air Station Yeovilton. In addition, it provides central fund banking facilities for a variety of Service and Approved funds.
Trustee:	Commodore N R Griffin MBE Royal Navy
Trustee selection method:	Appointed as such by the Naval Secretary.
Bankers:	Barclays Bank King George Street Yeovil
Independent Examiner:	P A Nicholls MBE MAAT 5 Nursery Road Havant Hants PO9 3BG
Activities and achievements:	To have resources available for expenditure on improvements to the quality of life, and the engenderment of esprit de corps. The fund struggled to meet some of its objectives in the past year although the community centre, narrow boat, motor home and garage facilities were well used by the Service personnel and their families.
Financial Review:	The finances of the CAF remained precarious and the loss of Excess Income is sorely felt, not least because this CAF does not have the reserves of investments seen elsewhere. Nevertheless, there are some grounds to be optimistic as the garage has moved into a profit. However, this is still only treading water as the CAF will be unlikely to be able to meet its prime function of supporting the welfare of junior ratings. The CAF was worth £189K of which £135K was represented by the net value of property assets and stock. Bank and deposit assets totalled £272K of which £197.3K belonged to other funds. The balance of £74.7K easily covered £33K of liabilities.

Financial Reserves Policy: The Trustee has considered the level of reserves that is required, appropriate to the charity's needs. This is set at £100K, although it is currently less than that figure. It is held within the Charity Deposit Account. It seeks to provide three months CAF running costs and to be able to replace the narrowboat. The Trustee aims to ensure that the charity will be able to fulfil its charitable objectives even if there is a temporary shortfall in income and unexpected expenditure. The Trustee will endeavour not to set aside funds unnecessarily.

Risk Assessment: The Trustee reviews the major risks to which the charity is exposed, and systems have been established to manage those risks and believes that by building up the free reserves it will provide sufficient resources in the event of adverse conditions. Independent examination of the accounts twice yearly will mitigate the risk of any mismanagement by the committee.

Public Benefit Statement: 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 providing and supporting leisure facilities and social activities. This assistance enables Service personnel to face the challenges and danger associated with military service by developing and maintaining teamwork, spirit and attitude, and morale. As a result, the fund promotes the efficiency of the Armed Forces of the Crown by enhancing their capability to undertake the roles demanded of them including the defence of the United Kingdom and its interests.

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.

Declaration:

I declare, in my capacity of Charity Trustee, that I have approved the above report.

Signed on Original

Signature

Name Commodore N R Griffin MBE Royal Navy

Appointment Commanding Officer and sole Managing Trustee

Date 31 May 2022

Independent Examiner's Report to the Trustee of the HMS Heron Central Amenities Fund.

I report on the accounts of the Charity for the year ended 30 April 2022 which are set out in pages 1 to 9 and accompanying notes.

Respective responsibilities of trustees and examiner

The charity's trustee is responsible for the preparation of the accounts. The charity's trustee considers that an audit is not required for this year under section 144(2) of the Charities Act 2011 (The Charities Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a licenced member of the Association of Accounting Technicians.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustee for any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in any material respect:

- The accounting records were not kept in accordance with section 130 of the Charities Act; or
- The accounts did not accord with the accounting records; or
- The accounts did not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than in 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 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 on Original

P A Nicholls MBE MAAT
5 Nursery Road
Havant
Hants PO9 3BG

31 May 2022

HMS HERON CENTRAL AMENITIES FUND

England & Wales - Charity number 1129715

Accounts

THE CENTRAL AMENITIES FUND

HMS HERON

ANNUAL REPORT AND FINANCIAL STATEMENTS

For Period

1 May 2020 to 30 April 2021

Registered Charity No. 1129715

Trustees' Annual Report and Comments

Central Amenities Fund HMS HERON

Charity Registered No:	1129715
Covering the Accounting Year:	1 May 2020 to 30 April 2021
Address:	RNAS Yeovilton Ilchester Somerset BA22 8HT
Governing Document:	Constitution
Objects:	Promotion of the Military Efficiency and Operational Effectiveness of the Armed Forces by the provision of leisure activities and domestic facilities to Service personnel and their families serving in the Royal Naval Air Station Yeovilton. In addition, it provides central fund banking facilities for a variety of Service and Approved funds.
Trustee:	Commodore N H C Tindal Royal Navy (until 7 Jul 2020) Commodore N R Griffin MBE Royal Navy (from 8 July 2020)
Trustee selection method:	Appointed as such by the Naval Secretary.
Bankers	Barclays Bank King George Street Yeovil
Independent Examiner:	P A Nicholls MBE MAAT 5 Nursery Road Havant Hants PO9 3BG
Activities and achievements	To have resources available for expenditure on improvements to the quality of life, and the engenderment of esprit de corps. The fund continued to meet its objectives in the past year and the community centre, narrow boat, motor home and garage facilities were well used by the Service personnel and their families.
Financial Review	The fund has had a bad year, having lost £81K in value. It was worth £164K of which £138K was represented by property and stock. It had bank and deposit holdings of £277K but of this figure £237K was held for other funds and creditors. This means that the fund has just £40K of its own money in the bank and clearly cannot continue to sustain losses at the rate seen last year. However, there are signs that losses this year will be reduced as: • The reduction to one CAF Manager will lead to some salary savings. • Tall Trees bar will reopen. • Narrowboat and holiday home bookings have restarted.

Financial Reserves Policy: The Trustee has considered the level of reserves that is required, appropriate to the charity's needs. This is set at £100K, although it is currently less than that figure. It is held within the Charity Deposit Account. It seeks to provide three months CAF running costs and to be able to replace the narrowboat. The Trustee aims to ensure that the charity will be able to fulfil its charitable objectives even if there is a temporary shortfall in income and unexpected expenditure. The Trustee will endeavour not to set aside funds unnecessarily.

Risk Assessment: The Trustee reviews the major risks to which the charity is exposed, and systems have been established to manage those risks and believes that by building up the free reserves it will provide sufficient resources in the event of adverse conditions. Independent examination of the accounts twice yearly will mitigate the risk of any mismanagement by the committee.

Public Benefit Statement 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 providing and supporting leisure facilities and social activities. This assistance enables Service personnel to face the challenges and danger associated with military service by developing and maintaining teamwork, spirit and attitude, and morale. As a result, the fund promotes the efficiency of the Armed Forces of the Crown by enhancing their capability to undertake the roles demanded of them including the defence of the United Kingdom and its interests.

I confirm that 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.

Declaration:

I declare, in my capacity of Charity Trustee, that I have approved the above report.

Signature *Signed on Original*

Name Commodore N R Griffin MBE Royal Navy

Appointment Commanding Officer and sole Managing Trustee

Date 4 June 2021

Independent Examiner's Report to the Trustee of the HMS Heron Central Amenities Fund.

I report on the accounts of the Charity for the year ended 30 April 2021 which are set out in pages 1 to 10 and accompanying notes.

Respective responsibilities of trustees and examiner

The charity's trustee is responsible for the preparation of the accounts. The charity's trustee considers that an audit is not required for this year under section 144(2) of the Charities Act 2011 (The Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustee for any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in any material respect:

- The accounting records were not kept in accordance with section 130 of the Charities Act; or
- The accounts did not accord with the accounting records; or
- The accounts did not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than in 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 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 on Original

P A Nicholls MBE MAAT
5 Nursery Road
Havant
Hants PO9 3BG

4 June 2021

HMS HERON CENTRAL AMENITIES FUND

Registered Charity No 1129715

BALANCE SHEET

30-Apr-21

Fixed Assets	Notes		30-Apr-20
Property	7	£ 129,088.00	£ 140,548.00
Current Assets			
Stocks	8	£ 9,093.01	£ 11,972.80
Debtors & Prepayments	9/9A	£ 15,592.03	£ 16,752.76
Charities Deposit Account		£ 247,289.60	£ 271,966.55
Bank Accounts		£ 30,025.67	£ 79,785.21
Cash & Floats		<u>£ 2,431.11</u>	<u>£ 3,871.89</u>
		£ 304,431.42	£ 384,349.21
Current Liabilities			
Trade Creditors	10	£ 22,868.89	£ 14,829.40
Tall Trees Creditors	10A	£ 1,079.08	£ 160.00
Central Bank for:			
Service Funds	11	£ 105,371.47	£ 98,420.58
Dispersing Funds	11A	£ 45,519.55	£ 41,893.20
Dormant Funds	11B	£ 247.32	£ 247.32
Approved Funds	11C	<u>£ 61,601.02</u>	<u>£ 88,714.54</u>
		£ 236,687.33	£ 244,265.04
Net Current Assets		£ 67,744.09	£ 140,084.17
Long Term Liability			
Nuffield Trust (Holiday Home)	10B	£ 32,872.00	£ 35,672.00
Total Net Assets		<u><u>£ 163,960.09</u></u>	<u><u>£ 244,960.17</u></u>

Approved on 4 June 2021

Signed on Original

Commodore N R Griffin Royal Navy MBE
Sole Managing Trustee

HMS HERON CENTRAL AMENITIES FUND

STATEMENT OF FINANCIAL ACTIVITIES

		2020-21	2019-20
Income	Notes		
Donations & Grants		£ 26,019.43	£ 114,875.96
Charitable Activities		£ 98,349.39	£ 142,641.59
Other Trading Activities		£ 3,770.18	£ 13,487.84
Investment Income		£ 97.72	£ 2,121.57
Total Income	3	<u>£ 128,236.72</u>	<u>£ 273,126.96</u>
Expenditure			
Charitable Activities		£ 209,236.80	£ 305,424.04
Other		£ -	£ -
Total Expenditure	4	<u>£ 209,236.80</u>	<u>£ 305,424.04</u>
Net income (expenditure)		£ (81,000.08)	£ (32,297.08)
Less Previous Year Excess Income Correction		£ -	£ (8,255.00)
Net movement in funds		<u>£ (81,000.08)</u>	<u>£ (40,552.08)</u>
Total Funds brought forward 1 May 20		£ 244,960.17	£ 285,512.25
Net Movement of Funds		£ (81,000.08)	£ 2,532.29
Total Funds carried forward 30 Apr 21		<u>£ 163,960.09</u>	<u>£ 244,960.17</u>

HMS HERON CENTRAL AMENITIES FUND

Notes to the Accounts dated 30 April 2021

Note 1 - Accounting policies

a. The financial statements are prepared under the historic cost convention (as modified by the revaluation of fixed asset investments) and in accordance with applicable accounting standards: Charities Statement of Recommended Practice 2019 and the provisions of the Charities Act 2011. Significant policies adopted are:

Incoming resources

- a. Donations are included in the Statement of Financial Activities (SOFA) when the CAF becomes entitled to the donation or grant and it is reasonably certain that it will be received.
- b. Incoming resources from fund raising are reported gross in the SOFA
- c. Intangible income is not included in the accounts.
- d. The CAF receives no unpaid volunteer help.
- e. Investment income is included in the accounts when receivable.

Expenditure and liabilities

- a. Liabilities are recognised as soon as there is a legal or constructive obligation committing the CAF to the expenditure.
- b. Administration costs are incurred by the CAF Manager and her assistant. These costs are not apportioned as their tasks are wide ranging in support of leisure and amenities and include the maintenance of the Central Bank facility for other funds.

Assets

- a. Tangible fixed assets are capitalised if they can be used for more than one year and cost at least £250. They are valued at cost or a reasonable value on receipt. The CAF does not have a policy of revaluation. Depreciation is straight line and over the estimated life of the item.
- b. Investments on a recognised stock exchange are valued at market value at the date of the Balance Sheet or at best estimate of market value.
- c. Stocks are valued at the lower of cost or market value.

Note 2 - Investments

There are none

Note 3 - Income

	<u>Year to April 2021</u>	<u>Previous Year</u>
<i>Voluntary Income</i>		
Donations & Grants	£ 416.70	£ 827.98
Furlough CAF Grant	£ 2,477.43	£ 936.48
Tall Trees Grants	£ 23,125.30	£ 95,500.00
Closed Funds	£ -	£ 429.31
Gainshare/Excess Income	£ -	£ 17,182.19
	<u>£ 26,019.43</u>	<u>£ 114,875.96</u>
<i>Charitable Activities</i>		
Tall Trees (see Note 15)	£ 22,743.69	£ 70,137.87
Garage (See Note 14)	£ 44,531.21	£ 28,076.41
Narrowboat	£ 12,182.15	£ 22,285.36
Holiday Home	£ 7,022.64	£ 8,023.06
Holiday Home - Reduce NT Liability	£ 2,800.00	£ 2,744.00
Caravan Parking	£ 4,640.00	£ 3,772.69
JR Xmas Lunch	£ -	£ 2,210.88
Sports Income	£ 947.20	£ -
Family Rooms	£ 2,038.70	£ 1,874.48
Selecta Royalties	£ -	£ 291.30
Barber's Rent	£ 1,443.80	£ 2,676.05
Misc Income	£ -	£ 549.49
	<u>£ 98,349.39</u>	<u>£ 142,641.59</u>
<i>Fund Raising</i>		
Recreational Passes	£ 3,452.18	£ 9,903.00
Sub Fund Contributions	£ 318.00	£ 476.00
Excess Income Admin	£ -	£ 3,108.84
	<u>£ 3,770.18</u>	<u>£ 13,487.84</u>
<i>Investment Income</i>		
Interest	£ 97.72	£ 2,121.57
Total Income	<u><u>£ 128,236.72</u></u>	<u><u>£ 273,126.96</u></u>

Note 4 - Expenditure

	<u>Year to April 2021</u>	<u>Previous Year</u>
<i>Charitable Activities</i>		
Operating Costs		
Tall Trees (See Note 15)	£ 54,878.28	£ 162,757.43
Narrowboat	£ 13,263.02	£ 16,031.97
Narrowboat Depreciation	£ 5,516.00	£ 5,516.00
Holiday Home	£ 3,943.16	£ 6,607.94
Holiday Home - Depreciation	£ 2,882.83	£ 2,800.00
Garage (See Note 14)	£ 67,893.83	£ 37,079.40
Sports Expenditure	£ 9,688.36	£ 9,556.38
Civ Insurance - Gym	£ 1,646.40	£ 1,695.79
Insurance	£ 1,268.89	£ 1,126.08
Barber DIO	£ 267.36	£ 1,604.13
Vending Depreciation	£ 964.00	£ 964.00
JR Xmas Lunch	£ -	£ 2,065.48
Grants	£ 2,919.58	£ 12,473.52
TV Licences	£ 157.50	£ 309.00
Gifts	£ 585.00	£ 784.77
Governance Costs		
Independent Examination Fees	£ 2,030.00	£ 2,025.00
Support Costs		
Office Salaries	£ 34,693.96	£ 37,098.17
Pensions	£ 2,220.00	£ 1,980.00
Office Administration	£ 2,960.66	£ 2,086.62
Bank Charges	£ 870.42	£ 132.83
Fuel	£ 40.55	£ 207.20
Minor Depreciation	£ 547.00	£ 522.33
	<u>£ 209,236.80</u>	<u>£ 305,424.04</u>
Total Expenditure	<u><u>£ 209,236.80</u></u>	<u><u>£ 305,424.04</u></u>

Note 4A - Major Grants (above £1000)

Lynx Memorial - 847	£ 2,000.00
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Note 5 - Paid Employees

a.	Wages/Salaries:	£ 100,109	Previous Year (£77610)
	Employers National Insurance:	£ 2,218	Previous Year (£881)
b.	There were 10 employees		
	None earned more than £50,000 pa		

Note 6 - Trustees and Other Related Parties

- a. No expenses or emoluments have been paid to the Sole Managing Trustee
- b. There are no amounts due to or from the Sole Managing Trustee
- c. The sole Managing Trustee is also the sole Managing Trustee of the Wardroom HMS Heron and the WO, SR & SNCO Mess HMS Heron.
- d. The Sole Managing Trustee is also the trustee of the charitable Service funds that use the CAF as their Central Bank (Note 11).

Note 7 - Fixed Assets - Fixtures, Fittings and Equipment

	Narrowboat	Garage	Birds Quarry	Tall Trees	Vending	Other	Holiday Home	Total
Value at 1 May 20	£ 43,570	£ 19,183	£ 38,000	£ 540	£ 1,686	£ 1,169	£ 36,400	£ 140,548
Additions	£ -	£ -	£ -	£ -	£ -	£ -	£ 163	£ 163
Less Depreciation	£ (5,516)	£ (1,716)	£ -	£ (120)	£ (964)	£ (424)	£ (2,883)	£ (11,623)
Value at 30 Apr 21	£ 38,054	£ 17,467	£ 38,000	£ 420	£ 722	£ 745	£ 33,680	£ 129,088

Note 8 - Stocks

Garage	£ 6,906.00
Tall Trees Bar Stock	£ 2,187.01
	<u>£ 9,093.01</u>

Note 9 - Miscellaneous Debtors (Payable in less than one year)

HMRC Furlough Grants	£ 2,087.57
JR Mess Sky (AWF)	£ 2,105.68
	<u>£ 4,193.25</u>

Note 9A- Prepayments

Insurance - CAF	£ 819.55
Insurance - Sub Funds	£ 4,342.83
Insurance - Holiday Home	£ 160.00
Insurance - Narrowboat	£ 484.00
Narrowboat Mooring Fees	£ 2,941.00
Narrowboat Licence	£ 457.40
Cornish Charm Site Fees	£ 2,194.00
	<u>£ 11,398.78</u>

Note 10 - Creditors (payable in less than one year)

Unidentified Bank Credits	£ 10,294.69
Prebooked Narrowboat	£ 4,476.21
Prebooked Cornish Charm	£ 1,452.41
Cornish Charm Cleaning	£ 65.00
Garage	£ 1,389.78
Berry's Coaches	£ 7.87
PNIE Examination	£ 900.00
HMRC - VAT	£ 2,101.05
HMRC - PAYE	£ 2,181.88
	<u>£ 22,868.89</u>

Note 10A - Tall Trees Creditors

TT - Bar Stocktake	£ 100.00
TT - Ice Machine	£ 709.08
TT - PRS (Estimated)	£ 100.00
PNIE Examination	£ 170.00
	<u>£ 1,079.08</u>

Note 10B - Long Term Creditor

RNRMC (Nuffield Trust) - Interest in Holiday Home	£ 32,872.00
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Note 11 - Service Funds held by CAF as Central Bank

815 NAS Officers' Fund	£ 4,116.22
815 NAS Welfare Fund	£ 4,995.11
815 NAS SR Fund	£ 443.50
825 NAS Welfare Fund	£ 2,653.90
825 NAS Officers Fund	£ 2,807.97
825 NAS Wings Parade	£ 859.17
845 NAS Welfare Fund	£ 1,979.96
845 NAS Officers Fund	£ 5,271.29
846 NAS Officers Fund	£ 2,688.13
846 NAS SR Fund	£ 22.34
846 NAS Welfare Fund	£ 5,435.62
846 NAS Wings Parade	£ 159.10
847 NAS Officers Fund	£ 2,748.62
847 NAS Welfare Fund	£ 2,206.00
Junglie Cocktail Party	£ 3,846.77
AED Officers Fund	£ 3,940.28
Black Cats Display Team	£ 971.09
CHF Families Day	£ 1,567.88
CHF Officers Fund	£ 2,485.95
CHF Sports Fund	£ 805.00
CHF Welfare Fund	£ 2,446.22
Exercise Rotary Cluster	£ 1,417.95
846 Dinner	£ 5.81
HMS Heron Field Gun	£ 3,620.99
Heron Sailing Club	£ 849.76
Yeovilton Gliding Club	£ 3,525.46
Yeovilton Golf Society	£ 5,984.30
Sporting Gun Club	£ 1,765.86
Station Families Day	£ 16,353.16
Volunteer Band	£ 1,252.25
Sports Personality Awards	£ 2,578.25
FAA Grass Roots	£ 3,948.83
Heron Grass Roots	£ 2,021.46
NAC Sub Aqua Club	£ 706.71
RN Motor Cycle Club	£ 829.67
RN Model Aircraft Association	£ 4,289.29
Short Term Family Accommodation	£ 3,771.60
	<u>£ 105,371.47</u>

Note 11A - Dispersing Funds held by CAF as Central Bank

Air Engineering & SE NVQ Rewards	£ 35,210.06
RNSAC - GNVQ AWARDS	£ 1,235.80
Charity Grants	£ 5,205.75
JR Accommodation Keys	£ 207.34
Key Fobs	£ 3,660.60
	<u>£ 45,519.55</u>

Note 11B - Dormant Funds held by CAF as Central Bank

LWMF Families Day	£ 247.32
	<u>£ 247.32</u>

Note 11C - Approved Funds Using the CAF as Central Bank

RNR Air Branch - Officers	£ 8,901.46
RNR Air Branch - Warrant Officers	£ 11,250.10
Coarse Angling Club	£ 1,416.70
Dog Passes	£ 1,960.69
Donald Gosling JR Grant	£ 5,000.00
Flight Safety	£ 434.05
JR Committee	£ 1,286.88
Lynx Memorial	£ 5,500.00
RN Commando Dinner	£ 480.00
Korean Hospitality	£ 1,009.60
Guernsey Golf	£ 129.20
Childrens Swimming Club	£ 5,177.78
Puxton & Crealy Tickets	£ 365.00
Yeovilteenies PTA	£ 736.31
REME at DE&S	£ 726.93
RM Aircrewmen Dinner Fund	£ 334.36
RN Netball	£ 250.00
RNRM Welfare Contingency Fund	£ 10,433.40
RNRM Wyndam	£ 969.74
Sanctuary	£ 212.26
Sanctuary Building Improvements	£ 1,007.99
UPO	£ 93.35
Velo Alps	£ 366.08
Chaplaincy Outreach	£ 1,114.05
TT Little Acorns	£ 1,096.27
TT Reserve (Closed Groups)	£ 210.97
TT Youth Club	£ 763.59
TT Youth Forum	£ 223.00
TT Great Oaks	£ 151.26
	<u>£ 61,601.02</u>

Note 12- Endowment or Restricted Income Funds

None held

Note 13 - Other Information

- a. The CAF does not have any material commitments not provided for in the accounts
- b. The CAF has not given any guarantees to any third party that could be called on at the year end.
- c. The CAF has not granted any loans.
- d. The CAF did not make any ex gratia payments during the year.

Declarations

- a. The Trustee has not changed the year end date nor the length of the CAF's financial year
- b. The CAF has no designated funds.
- c. All the CAF's operations are continuing operations and no operations were discontinued during the year.
- d. The CAF has no intangible assets (other than office and community centre space provided by the Ministry of Defence)
- e. There were no interfund loans outstanding at the balance sheet date.
- f. None of the CAF's functional assets have been revalued during the year and the CAF does not have a policy of revaluation of these assets.
- g. The CAF has no material fixed assets which have not been capitalised and included in the Balance Sheet.

Note 14 - Yeovilton Motor Centre Trading Account for Year to 30 Apr 21

			<i>Previous Year</i>
Total Sales	£ 44,531.21		£ 28,076.41
Cost of Sales	<u>£ (32,509.44)</u>		<u>£ (13,824.70)</u>
Gross Profit	£ 12,021.77		£ 14,251.71
Less:			
Wages	£ 44,316.30	£ 13,000.00	
Additonal MOT Labour	£ 287.00	£ 10,620.00	
Furlough Grant	£ (13,252.84)	£ (3,628.54)	
Insurance	£ 2,317.93	£ 1,512.24	
Garage depreciation	<u>£ 1,716.00</u>	<u>£ 1,751.00</u>	
	£ (35,384.39)		£ (23,254.70)
Net loss	<u>£ (23,362.62)</u>		<u>£ (9,002.99)</u>
 <i>Gross Profit/Sales</i>	 27%	 51%	
<i>Net loss/Sales</i>	-52%	-32%	

Note 15 - Tall Trees - 12 months to 30 Apr 21 (includes bar trading - Note 15A)

			Previous Year
Income			
Grants	£ 23,125.30		£ 95,500.00
Bar Sales	£ 21,136.67		£ 66,497.26
Gaming Machines	£ 24.00		£ 673.29
Pool Table	£ -		£ 125.00
Juke Box	£ 111.83		£ 452.84
Miscellaneous	£ 1,471.19		£ 2,389.48
		£ 45,868.99	£ 165,637.87
Expenditure			
Bar Expenses	£ 25,505.63		£ 58,617.49
Play Park	£ 23,154.48		£ 95,500.00
Play Park Inspection	£ -		£ 468.95
Events	£ 1,251.74		£ 1,511.39
Repairs & Renewals	£ 436.44		£ 1,329.97
Covid items	£ 244.82		£ -
Insurance	£ 2,111.87		£ 1,804.59
Cleaning	£ -		£ 180.00
TV	£ -		£ 1,067.07
Performing Rights/PPL/MPLC	£ 163.00		£ 285.76
SDC Licences	£ 360.00		£ 90.00
Office and Miscellaneous	£ 1,650.30		£ 1,902.21
		£ 54,878.28	£ 162,757.43
Less Examination	£ 330.00		£ 330.00
Less Depreciation	£ 120.00		£ 63.33
Net Gain or (Loss)		£ (9,459.29)	£ 2,487.11

Note 15A - Tall Trees Bar Trading Account - 12 months to 30 Apr 21

			Previous Year
Total Sales	£ 21,136.67		£ 66,497.26
Cost of Sales	<u>£(11,630.68)</u>		<u>£ (31,438.10)</u>
Gross profit	£ 9,505.99		£ 35,059.16
Less: Bar Trading Costs			
Wages & Employers NI	£ 23,317.21 } 52.6%	£ 26,341.62	37.3%
Furlough Grants	£(12,192.67) }	£ (1,508.92)	
Stock Muster	£ 200.00	£ 395.00	
Pipecleaning	£ 362.45 1.7%	£ 717.77	1.1%
Wastage/Out of Date	£ 1,880.33 8.9%	£ 529.73	0.8%
Free Drinks	£ 60.44	£ 99.30	
Bar Sundries	<u>£ 247.19</u>	<u>£ 604.89</u>	
	£(13,874.95)		£ (27,179.39)
Net Bar Trading Profit or (Loss)	£ (4,368.96)		£ 7,879.77
Gross Profit/Sales	45%		53%
Gross Profit/Cost of Sales	82%		112%
(or average mark up)			
Net Profit or Loss /Sales	-21%		12%

PN INDEPENDENT EXAMINATIONS

5 Nursery Road
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The Commodore
Royal Naval Air Station
Yeovilton

19 May 21

THE CENTRAL AMENITIES FUND – EXAMINATION AND ACCOUNTS FOR THE YEAR ENDING 30 APR 21

1. The annual examination of the Central Amenities Fund (CAF) for the year that ended on 30 Apr 21 has been completed satisfactorily. There is a separate report on the other Service funds which use the CAF as a bank. Two copies of the accounts are enclosed, one for the pack and the other to be returned to the CAF Manager after approval.
2. A draft Trustee's Annual Report (TAR) is also enclosed. Once approved by the Commodore, and any changes inserted, a PDF version of the annual accounts and the TAR must be uploaded to the Charity Commission website. The on-line Annual Return should also be completed at the same time.

Accounts and Musters

3. The accounts were well presented with a comprehensive set of supporting documents. Cash had been counted and stocks mustered.

Property

4. The bulk of the value of the fund is represented by its property (Note 7 in the accounts shows the book values). The main items were:
 - Birds Quarry - £38K. It is understood that this cannot be sold to raise funds.
 - Holiday Home - £38K. If sold 98% of the sale price would have to be returned to the RNRMC.
 - Narrowboat - £38K.

Excess Income (EI)

5. There was no EI income in the year. The background to this was noted in PNIE's previous report¹. As the Covid-19 lockdown comes to an end and ESS business returns to normal, it is strongly recommended that management pressurises DIO, perhaps via FLO, for this source of income from ESS to be reinstated. EI would have been worth £43K in 20/21 (Year 2 of the scheme) and £47.8K in the coming year (Year 3).

Yeovilton Motor Centre (see Note 14 to the Accounts)

¹1. PNIE report dated 13 Nov 20

6. Sales had increased by 60% to £44.5K, which led to a gross profit of £12K. However, overheads greatly exceeded this figure leading to a net loss of £23.4K compared to a £9K loss in the previous year. Wage costs, even after furlough grant offsets, totalled £31K.

Tall Trees Community Centre (see Note 15 in the accounts)

7. The bar lost £4.4K compared to a £7.8K profit in 19/20. When added to other running costs, the Centre made a £9.4K loss compared to an overall profit in 19/20 of £2.5K. One factor was out of date stock worth £1.9K that had to be written off.

Other Income

8. Most sources of profit were much reduced during this Covid-19 affected year and some had become loss makers.

- The narrow boat had made a loss of £1K compared to a profit of £6.2K in 19/20. These figures ignore the annual depreciation costs of £5.5K.
- The holiday home had increased profits to £3.1K (£1.4K in 19/20) but this would be much reduced if depreciation of £2.9K was taken into account
- Gym user pass income had fallen by nearly two thirds to £3.4K. (The insurance premium for civilian use of the gym was £1.6K.)
- Income from caravan parking had risen by a quarter to £4.6K.
- Family Room hires had increased a little to £2K.
- Despite holding £247K on deposit, interest had fallen from £2.1K to an insignificant £98.
- The income from the barber's rent was up slightly to £1.2K.

Expenditure

9. The costs of non-trading activities had reduced or remained steady:

- Sports spending £9.6K matched the previous year.
- The amount paid out in grants had fallen from £12.5K to just £2.9K. The major grant was £2K paid to the Lynx memorial project.
- Salary costs fell from £37.1K to £34.7K.

Financial Situation

10. The fund has had a bad year, having lost £81K in value. It was worth £164K of which £138K was represented by property and stock. It might be more useful to look at its bank and deposit holdings of £277K. This might look impressive at first sight but of this figure £237K was held for other funds and creditors. This means that the fund has just £40K of its own money in the bank and clearly cannot continue to sustain losses at the rate seen last year or it will not last until Oct 21.

11. On the other hand, there are signs that losses this year will be reduced as:

- The reduction to one CAF Manager will lead to some salary savings.
- Tall Trees bar will reopen.
- Narrow boat and holiday home bookings are coming in.

12. It is recommended that a financial plan be drawn up for the coming year starting with the figures for 2019 as that year also lost 1.5 months business to Covid-19.

Summary

13. The finances of the CAF are in poor shape and insolvency is a danger. The fund will require month by month monitoring by management.

P A Nicholls
PN Independent Examinations

Information:

CAF Manager