

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.

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.

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

	Year to April 2023	Previous Year
<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	£ -
	£ 11,689.69	£ 41,999.79
<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	£ -
	£ 258,591.82	£ 238,874.41
<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
	£ 11,579.01	£ 9,472.00
<i>Investment Income</i>		
Interest	£ 5,509.09	£ 284.78
Total Income	<u>£ 287,369.61</u>	<u>£ 290,630.98</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
	£ 286,323.28	£ 265,699.37
Total Expenditure	<u>£ 286,323.28</u>	<u>£ 265,699.37</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

7

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
Hants
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