HOUSEHOLD CAVALRY REGIMENT WARRANT OFFICERS AND NON-COMMISSIONED OFFICERS MESS

England & Wales · Charity number 1130647

Details

Other names	HCR WOS' AND NCOS' MESS
Status	Registered
Legal form	Other
Registered	2009-07-21
Register	View on the Charity Commission register

Contact

Address	The Household Cavalry Regiment Rhq Ward Barracks Bulford Wiltshire SP4 9NA
Phone	01980672238
Email	hcr-rao-regtacct@mod.gov.uk

Activities

Objects: THE CHARITY'S OBJECT (THE OBJECT) IS 'THE PROMOTION OF THE EFFICIENCY OF THE ARMED FORCES OF THE CROWN' BY THE PROVISION AND SUPPORT OF A MESS, SOCIAL, SPORTING AND OTHER FACILITIES FOR THE EFFICIENCY AND WELL-BEING OF SERVICE PERSONNEL.

Activities: Supporting members of the Household Cavalry Regiment in sport, adventure training and welfare.

Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Other Charitable Activities
- **What:** Armed Forces/emergency Service Efficiency
- **Who:** Other Defined Groups

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Geography

- Wiltshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£63,744	£71,287	-	-
2024-03-31	£74,494	£60,426	-	-
2023-03-31	£83,028	£83,220	-	-
2022-03-31	£55,546	£41,653	-	-
2021-03-31	£40,384	£30,916	-	-

Trustees

Name	Role	Appointed
Abubakari ibrahim		2024-01-08
Roland Spiller		2022-11-16

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Accounts

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

Army Form N1514
(Rev 11/09)

Unit Household Cavalry Regiment

Address Wing Barracks, Bulford, SP4 9NA

In respect of the **WOs' & NCOs' Fund**

Charity Commission/Regulator registered number 1130647

For the period from 1 April 24 to 31 March 25

Managing Trustee(s) during the period:

From	**1 Apr 24**	**to**	**31 Mar 25**	**Name**	**Lt Col R Spiller**

Fund Manager(s) during the period:

From	**1 Apr 24**	**to**	**31 Mar 25**	**Name**	**Capt A Jordan**

Internal Auditor(s) during the period:

From	**1 Apr 24**	**To**	**31 Jun 24**	**Name**	**Capt J Wilkes**
From	**1 Jul 24**	**To**	**30 Sep 24**	**Name**	**Capt Hart**
From	**1 Oct 24**	**To**	**1 Dec 24**	**Name**	**Capt Perrott**
From	**2 Dec 24**	**To**	**31 Mar 25**	**Name**	**Capt Hart**

Audit Assistants[1] (during the period):

From	**1 Oct 24**	**To**	**1 Dec 24**	**Name**	**Maj C Leeson**

Regimental Accountant(s) during the period:

From	**1 Apr 24**	**to**	**30 Sep 24**	**Name**	**SSgt Ibrahim**
From	**1 Oct 24**	**to**	**1 Dec 24**	**Name**	**Capt Hart**
From	**2 Dec 24**	**to**	**31 Mar 25**	**Name**	**SSgt Asumadu**

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

[1] SFR Chap 5 para 0505 and Annex D to Chap 5.

1. **Principal Accounting Policies**

a. **Accounting Convention**. The financial statements are prepared under the historical cost convention as modified by the inclusion of investments at market value and in accordance with applicable accounting standards. In preparing the financial statements the charity follows best practice as set out in the Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP) 2005 (http://www.charitycommission.gov.uk/investigations/sorp/sorp05docs.asp)

b. **Incoming Resources**. Income is recognised in the period in which the charity is entitled to receipt, and the amount can be measured with reasonable certainty. Grants from other agencies including donations and other income from activities are in furtherance of the charity's objects and are part of the general funds of the charity. A restricted fund is only recognised where this is an agreed and explicit condition of the grant or donor.

c. **Intangible Income**. Due to the close collaborative relationship and the manner in which the charity's activities compliment those of the Army, intangible income, reflected in time and use of premises is not quantifiable or measurable and so is not recognised in the accounts.

d. **Resources Expended and Basis of Allocation of Costs**. Expenditure is included when incurred or exceptionally where a commitment is made which requires an accrual when payment is to be made in the subsequent accounting period. Similarly, where prepayments are made in recognition of commitments falling due in a subsequent accounting period, the appropriate credit is entered in the accounts and reversed the following year. Grants payable are included in the SOFA when approved by the Managing Trustee. Expenditure is recognised in the period in which it is incurred. The majority of costs are directly attributable to specific activities. Irrecoverable VAT is charged to the activity for which it was incurred.

e. **Governance Costs**. Governance costs are the costs of professional advice, holding trustee meetings or committee meetings associated with decision making, any fee for audit or independent examination and any fee incurred in the preparation, statutory filing, printing or copying of the annual report and accounts.

f. **Capitalisation and Depreciation of Tangible Fixed Assets**. All assets having a purchase value of more than £500 are capitalised. The cost of tangible fixed assets are written off by equal annual instalments over their expected useful lives using the following methods of depreciation:

Furniture, fixtures and equipment - Straight Line over a period of 2 to 10 years.
Motor vehicles - Straight Line over a period of 2 to 10 years.

Assets with a life of more than one year but with a purchase value of below £500 are included within the inventory but the cost is written off in the year it is incurred and is not depreciated over the useful life of the asset. Where the asset is depreciated over a period of more than 10 years, details of the item and period are to be provided following the notes on page 14.

g. **Fixed Asset Investments**. Fixed asset investments are included at market value at the balance sheet date. Any gain or loss on revaluation is shown in the Statement of Financial Activities (SOFA).

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

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

(1) General Purpose/Unrestricted /Designated Funds. These are funds that can be used in accordance with the charitable objects at the discretion of the Managing Trustee.

Designated funds are unrestricted funds which have been allocated/earmarked for a particular purpose by the Managing Trustee and are to be declared in the Managing Trustees comments in accordance with Para 12 to these notes stating what they are intended to be used for and when.

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

(3) Restricted Funds. These are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is to be included in the notes to the accounts.

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

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

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

The charity made the following grants/donations:

Grants to institutions

Name of institutions	Purpose	Total number of grants given	Total amount of grants paid
No grants or donations			
	Total grants to institutions	£0.00	£0.00

Grants to individuals

Purpose	Total number of grants given	Total amount of grants paid
No grants or donations		
Total	£0.00	£0.00

3. **Related Party Transactions & Remuneration and Expenses**

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

4. **Analysis of Capital Property**

	Fixtures, fittings & equipment £	Motor vehicles £	Total £
Balance b/f	£0.00	£0.00	£0.00
Purchases	£0.00	£0.00	£0.00
Sales & W/Os	£0.00	£0.00	£0.00
Depreciation	£0.00	£0.00	£0.00
Balance c/f	£0.00	£0.00	£0.00

5. **Total Value of Investments by Category**

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

Breakdown of Market Values at

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

6. **List of Debtors**

Debtor	Date of Debt	Amount
LCpl Weaver	Nov 24	£9.52
LCOH B Edwards	Mar 24	£21.32
LCpl Rudwick	Dec 24	£1.68
LCpl Callaway	Oct 23	£30.34
LCpl Tagg	Mar 25	£10.00
Sgt Hoareus	Oct 23	£13.58
LCpl J Sewell	Mar 25	£48.42
LCpl D Davies	Jan 25	£33.17
LCpl J Holden	Mar 24	£25.71
LCpl S Jevons	Feb 24	£2.89
LCpl J Clark	Oct 24	£2.20
LCpl D Hinton	Dec 24	£33.71
LSgt Jones	Nov 24	£18.87
LCpl Russell	Jan 25	£20.45
LCpl M Abbott	Jan 25	£20.37
SSgt J Hooper	Dec 24	£6.21
Sgt K Rai	Dec 24	£17.80
LSgt D Custy	Mar 25	£53.66
K Merrill	Mar 25	£23.47
LCOH E Lagilagi	Mar 25	£13.87
LCpl R Powers	Mar 25	£3.06
LSgt J Snarey	Mar 25	£19.67
LCpl O Goodman	Mar 25	£13.77
Sgt P Rai	Mar 25	£17.57
LCpl C Cashman	Mar 25	£16.77
	Total	**£478.08**

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

7. **List of Creditors**

Creditor	Date of Credit	Amount
LCOH Batikaikai	Nov 24	£80.00
COH Ackerman	Oct 24	£19.44
LCpl Dean	Oct 24	£17.77
LSgt Dickson	Oct 24	£1.61
LSgt Kyei-Baffour	Oct 24	£16.67
LCpl Evans	Jan 24	£24.00
LCpl Fisher	Nov 24	£15.06
LCpl R Harris	Oct 23	£8.78
LCpl Muirhead	Oct 24	£30.00
LCpl M Taylor	Oct 24	£4.37
LSgt Ritchie	Oct 24	£1.87
SSgt Mortimor	Feb 24	£8.43
WO2 Ashford	Oct 24	£24.99
	Total	**£252.99**

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

8. **Paid Employees**

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

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

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

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

9. **Governance Costs**

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

10. **Restricted/Endowment Funds**

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

See the attached SOFA.

Year End	Bal B/F	Incoming Resources	Outgoing Resources	Transfers	Gains and losses	Bal C/F
	Value £	Value £	Value £	Value £	Value £	Value £
Charity	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Entertainment	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Mess Improvement	£2,635.56	£13,421.00	£10,366.94	£0.00	£0.00	£5,689.62
Presentation	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Summer	£27,000.00	£0.00	£25,361.47	£0.00	£0.00	£1,638.53

Function Fund						
SLIM Fund	£2,625.02	£2,968	£1,656.06	£0.00	£0.00	£3,936.96
Ball	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Attach Arms Presentations	£2,818.73	£1,790.00	£256.00	£0.00	£0.00	£4,352.73
Mess Condiments	0.00	£2,106.00	664.83	£0.00	£0.00	£1441.17
Total	**£35,079.31**	**£20,285.00**	**£38,305.30**	**£0.00**	**£0.00**	**£17,059.01**

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

Name of Restricted Fund	Purpose of fund
Charity	Used to hold funds generated through charitable activity prior to donation to Service or local charity at a later date.
Entertainments	Exists to account for funds raised through Mess bills for the purpose of entertainment events or equipment.
Mess Improvement	Exists to account for funds raised through Mess bills for the purpose of maintenance or purchase of Mess property and projects/works for the improvement of the Mess facilities.
Presentation Fund	Exists to account for funds raised through Mess bills for the purpose of purchasing presentations for members on departure from the Mess/Army.
Summer Function Fund	This fund manages all income and expenditure relating to annual summer function.
Slim Fund	Exists to account for funds raised through Mess bills for the purpose of Single Living In Mess Members
Ball	This fund manages the income and expenditure relating to annual Summer and Winter Balls, replaces Winter/Summer Ball RFs to avoid unnecessary duplication.
Attached Arms Presentation	Exists to account for funds raised through Mess bills for the purpose of purchasing presentations for Attached Arms Mess members on departure from the Mess.

11. **Heritage Assets.**

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

Silver Three Vehicle Centre Piece mounted on a plinth & a silver horse – Valued at **£31,800.00**
OP TELIC 1 Picture Framed – Valued at **£4,500.00**
OP HERRICK 11 Picture Framed – Valued at **£882.00**

12. **Declarations**

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

No guarantees have been given to third parties.

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

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

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

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

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

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

The charity has no designated funds.

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

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

The charity has no intangible assets.

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

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

The charity has no subsidiary companies.

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

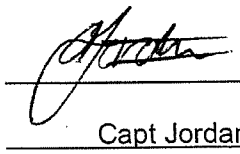
No internal transfers have occurred out of restricted/endowment funds.

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

Additional comments:

The GPF income exceeded expenditure by **£10,477.31** during this period. Subscriptions have generated a large income and are sufficient to maintain the fund in a healthy state.

The Mess will look to continue hosting events in the next FY.

Signature 

Name Capt Jordan

Date: 28 SEPT 25

Appointment WO/NCO Fund Manager

Managing Trustee's Annual Report and Comments:

Unit .....Household Cavalry Regiment.....

Address..... Ward Barracks, Bulford SP4 9NA.....

Charity name and Charity Commission/Regulator registered Number..... 1130647.....

Description of the charity's trusts

This should include:

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

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

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

Governing Document (e.g. Trust Deed, Constitution)	MOD Constitution Document dated 29 Jul 20.

Objects of the Charity	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.

Explain briefly how trustees are elected or appointed and details of any induction and trustee training attended.

Trustee selection method	Managing Trustee selected on appointment as Commanding Officer.

Trustee induction and training	The Managing Trustee has attended the Commanding Officer (Designate) Course. Fund Manager has completed the AAFM training via the DLE.

Explain about what the charity is trying to do and how it is going about it. You are only required to provide a brief summary of the main activities and achievements of the charity during the year in relation to its objects.

Summary of main activities in relation to the Charity's objects	Provision of Mess facilities and social activities to WOs & SNCOs of the HCR with a view to maintaining and promoting the moral component of fighting power, operational effectiveness and unit cohesion through a strong regimental ethos.
Summary of main achievements of the Charity during the year	Mess ball Remembrance Sunday Annual Brickhanging event Cross Brief Hosting OP TEAMWORK

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

Financial Review	The fund is has been well maintained throughout the FY and the main sources of income to this fund are through Mess bill subscriptions.

The Managing Trustee should give in their report a description of the following policies:

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

Financial reserves policy	No financial reserves policy in place other than that the fund retains sufficient funds to meet liabilities.

Investments selection policy and performance of those investments.	None held.

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

Managing Trustee's name/trustees' names	Lt Col Spiller have been the managing trustee throughout this period.

Serious Incidents	None.

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 Mess facilities and supporting sporting, adventurous training activities, battlefield studies, charity events and social activities. This assistance enables service personnel to face the challenges and danger associated with military service by developing and maintaining teamwork; skills; fitness; confidence, character, spirit and attitude; and morale. As a result the fund promotes the efficiency of the Armed Forces of the Crown by enhancing the British Army's capability to undertake the roles demanded of it including the defence of the United Kingdom and its interests. (I confirm that I have paid due regard to the Charity Commission of England and Wales guidance on public benefit when deciding what activities the charity should undertake, i.e. that it benefits the public in general, or a sufficient section of the public).

Additional comments *(noting any changes to the Declarations made at paragraph 12 of the Notes to the Accounts):*

1. All declarations at paragraph 12 not struck through are correct.

The fund is correctly maintained in line with SFRs and I have no concerns with the accounts.

The debtors for the fund has been reduced significantly since the last FY. The FM/RA have continued to monitor this throughout the year and have produced good results.

Signature Roland Spiller Digitally signed by Roland Spiller Date: 2025.10.27 18:24:45 Z

Name Lt Col R Spiller

Date: _____ Appointment CO Household Cavalry Regiment

Internal Auditor's Report

1. I have examined the books of account and records from which the final accounts were prepared and have obtained all the information and explanations that were necessary for the purpose of my internal audit.

2. I certify that end of period checks have been conducted in accordance with Service Funds Regulations.

3. Subject to the observations given below I am satisfied that proper books of account have been kept and that the final accounts give a true and fair view of the results of transactions over the period and of the state of the Fund's affairs as at the date of the balance sheet. Subject also to my observations, I am satisfied that cash and bank balances and stocks on hand have been properly checked at prescribed intervals and that adequate insurance exists.

4. I have stamped and signed the original books of account and the original records I have checked.

All vouchers relating to this account period have been cancelled.

5. I have made the following observations whilst carrying out the internal audit:

Statement of financial activities

Total funds has not exceeded £100k and are unlikely to do so in the coming year. The income to the fund versus the expenditure was **£10,477.31** healthier this FY.

Management

FM Monthly Checks. All FM checks were conducted monthly in a timely fashion.

Property Checks. No capital property is held within the fund.

Silver/Pictures Property. The property held within the Mess is heritage property and the RA should seek guidance on amending this accordingly.

Investments. No investments are held within the Officers Mess.

Stock Checks. No stock is held within the Officers Mess.

Write offs. No stock held.

Licences and insurance. All appropriate licences and insurance are held for the fund, are current and in date.

Income & Expenditure

The GPF surplus is **£10,447.31** for this financial year.

Restricted Funds

There has been no movement in the Entertainment or Presentation restricted funds, this is likely due to the lack of social aspects of mess life this FY. It is advised these funds are monitored and utilised correctly during the next FY, if not used it is recommended, they are disbanded.

Debtors

The overall worth of the fund compared to the % of debtors is in line with policy.

There are still mess debtors which are highlighted to the PMC each month on the audit checks by the RAO, but this has improved significantly throughout the year.

There has also been a misunderstanding how age debt is handled between SODEXO and the Unit. Unit Accountant has now educated the Regiment and continue to consult with Sodexo accountant. After the Summer 25 a large number of age debtor have now clear there debt properly.

The **£4,294.89** debt for Sodexo is the monthly outstanding payment of the **Mar 25 I&E,** which is a regular occurrence as Sodexo are not making payments to the account within the 15-day window as agreed in the contract.

Creditors

Current figure of **£256.38** is in relation to past Mess Members who have wrongly paid their Mess Bills into the Central Bank instead of paying to Sodexo.

UA is currently contacting creditors to arrange payment or to ascertain the wishes of the creditors.

Signature _____

Name Capt N Hart

Date: 25/09/25

Appointment Internal Auditor

Comd/SO2 SPS – Independent Examiner's Report on the Accounts, and Comments

Respective Responsibilities of Trustees and Examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to:

a. Examine the accounts (under section 43(3)(a) of the Act).

b. Follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act).

c. State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention (other than that disclosed overleaf*):

a. Which gives me reasonable cause to believe that in any material respect the requirements have not been met:

(1) To keep accounting records in accordance with section 41 of the 1993 Act:

(2) To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act:

b. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Delete as applicable.

Comd/SO2 SPS – Independent Examiner's Report on the Accounts, and Comments

Respective Responsibilities of Trustees and Examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

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a. Examine the accounts (under section 43(3)(a) of the Act).

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Basis of Independent Examiner's Statement

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Independent Examiner's Statement

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~~a. Which gives me reasonable cause to believe that in any material respect the requirements:~~

~~(1) To keep accounting records in accordance with section 41 of the 1993 Act:~~

~~(2) To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act:~~

~~have not been met.~~

~~b. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.~~

* Delete as applicable.

Comd/SO2 SPS – Independent Examiner's Report on the Accounts, and Comments

Disclosure Section (Only to be completed if the examiner needs to highlight material problems/discrepancies)

Give here brief details of any items that the examiner wishes to disclose
Nil

Comd/SO2 SPS Comments

1. **Scope of the Examination**
An Independent Examination was completed on the WOSM accounts for FY 2024/25. The review covered the SOFA, balance sheet, trial balance, restricted funds, G-code classifications, debtors/creditors, and unit management commentary. This is a limited-scope Independent Examination and not an audit.

2. **Statement of Financial Activities – Findings**

   a. Income (current vs last FY):

      1) Voluntary income: £1,879 – last FY £0.

      2) Investment income: £10,949 – last FY £0.

      3) Income from charitable activities: £21,249.70 – last FY £39,614.96.

      4) Other incoming resources: £29,666.91 – last FY £34,878.59.

      5) Total income: £63,743.61 – last FY £74,493.55.

   b. Expenditure:

      1) Charitable activities: £40,393.05 – last FY £19,105.37.

      2) Governance costs: £145.17 – last FY £0.

      3) Other costs: £30,748.38 – last FY £41,295.31.

      4) Total expended: £71,286.70 – last FY £60,425.70.

   c. Net movement: –£7,542.99 – last FY £14,067.85.

   d. Closing funds: £114,475.84 – last FY £122,018.83.

IE Observation: The Mess recorded a deficit due to increased expenditure and reduced income. Overall fund remains stable, though reduced from the previous year.

3. **Balance Sheet Observations**

   a. Silver property: £31,800 — unchanged; heritage property.

b. Picture property: £5,382 — unchanged; heritage property.

c. Bank balance: £72,761.70 – last FY £81,462.94.

d. Debtors: £4,788.52 – last FY £3,415.10.

e. Creditors: £256.38 – last FY £41.21.

f. Restricted funds: £17,059.01 – last FY £35,079.31.

g. Accumulated Trading & GPF: £97,416.83 – last FY £86,939.52.

h. Total funds: £114,475.84.

4. **Trial Balance – Restricted Funds**

Restricted funds include 9 codes, with 4 holding zero balances (R102, R103, R105, R110). Active funds include:

a. R104 Mess Improvement: £5,689.62 – last FY £2,635.56.

b. R108 Summer Function Fund: £1,638.53 – last FY £27,000.

c. R109 SLIM: £3,936.96 – last FY £2,625.01.

d. R112 Attach Arms Presentations: £4,352.73 – last FY £2,818.73.

e. New fund – Mess Condiments: £1,441.17.

5. **G Code Classification Issues**

a. Incorrect income coding:

1) G300 Subscriptions £29,348.59 – should be G150–G299.

2) G304 Mess profit £64, G305 Bar profit £1,576.79 – should be G050–G124 or G150–G299.

3) G314 Mess Guest £739.59 – should be G150–G299.

b. Incorrect expenditure coding:

1) Presentations (G800/814/826) – should be Grants & Donations G770–G799.

2) Tea/Toast, Candles, Food/Drink, Function Costs – should be Charitable Activities G600–G749.

3) IRIS Payroll (G819) – Governance G750–G769.

4) Shadow codes G749/G769 – restricted fund linkage unclear.

c. RFI: G297 GPF income, G304/G851 brick hanging error, G601 functions, G836/G852/G853 guest vs function, G855 refurbishment.

6. **Debtors – Aged Items**
Debtors per listing: £478.08. Debtors per balance sheet: £5,153.68 — figures do not match. Debtor schedule requires reconciliation; sales account value matches AFN1514.

7. **Creditors – Review Required**
Creditors total £252.99. Items appear to be credits (wrongly paid mess bills) and not true liabilities. Members paid into Central Bank instead of Sodexo; contact required to resolve.

8. **Recommendations**

a. Correct all G-code misclassifications.

b. Reconcile debtor listing to balance sheet.

c. Reclassify creditor balances as credits where appropriate.

d. Review shadow codes for restricted fund link.

e. Clarify expenditure items flagged under RFIs.

f. Review inactive restricted funds for disbandment.

g. Ensure heritage assets are classified correctly.

9. **WOSM Fund – Unit Management Comments and IE Observations**

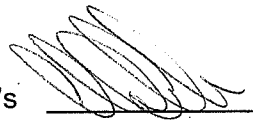
a. Fund Manager: Income exceeded expenditure by £10,477.31; fund healthy.

b. Managing Trustee: No concerns; debtors improved significantly.

c. Internal Auditor: Fund stable; restricted funds need monitoring; SODEXO delay normal; creditors are mistaken payments.

IE Observation: Good financial control, but debtor mismatch, creditor reclassification, and G-code corrections needed.

10. **Conclusion**
Based on the procedures undertaken, nothing has come to the Independent Examiner's attention indicating that the WOSM accounts were not properly maintained or that the financial statements do not reflect those records. Corrections are required regarding G-codes, debtor accuracy, creditor reclassification, and restricted fund treatment, but these do not materially affect the year-end accuracy.

Independent Examiner's Signature 

Name CALLENDER

Date: 23 JAN 26

Appointment 3DRSX SO2 SPS

Accounts

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

Army Form N1514
(Rev 11/09)

Unit Household Cavalry Regiment

Address Wing Barracks, Bulford, SP4 9NA

In respect of the **WOs' & NCOs' Fund**

Charity Commission/Regulator registered number 1130647

For the period from 1 April 23 to 31 March 24

Managing Trustee(s) during the period:

From	**1 Apr 23**	**to**	**31 Mar 24**	**Name**	**Lt Col R Spiller**

Fund Manager(s) during the period:

From	**1 Apr 23**	**to**	**31 Mar 24**	**Name**	**Capt A Jordan**

Internal Auditor(s) during the period:

From	**1 Apr 23**	**To**	**31 Mar 24**	**Name**	**Capt J Wilkes**

Audit Assistants[1] (during the period):

Regimental Accountant(s) during the period:

From	**1 Apr 23**	**to**	**24 Aug 23**	**Name**	**LSgt L Baines**
From	**24 Aug 23**	**to**	**31 Mar 24**	**Name**	**SSgt Ibrahim**

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

1. **Principal Accounting Policies**

a. **Accounting Convention**. The financial statements are prepared under the historical cost convention as modified by the inclusion of investments at market value and in accordance with applicable accounting standards. In preparing the financial statements the charity follows best

[1] SFR Chap 5 para 0505 and Annex D to Chap 5.

practice as set out in the Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP) 2005 (http://www.charitycommission.gov.uk/investigations/sorp/sorp05docs.asp)

b. **Incoming Resources**. Income is recognised in the period in which the charity is entitled to receipt, and the amount can be measured with reasonable certainty. Grants from other agencies including donations and other income from activities are in furtherance of the charity's objects and are part of the general funds of the charity. A restricted fund is only recognised where this is an agreed and explicit condition of the grant or donor.

c. **Intangible Income**. Due to the close collaborative relationship and the manner in which the charity's activities compliment those of the Army, intangible income, reflected in time and use of premises is not quantifiable or measurable and so is not recognised in the accounts.

d. **Resources Expended and Basis of Allocation of Costs**. Expenditure is included when incurred or exceptionally where a commitment is made which requires an accrual when payment is to be made in the subsequent accounting period. Similarly, where prepayments are made in recognition of commitments falling due in a subsequent accounting period, the appropriate credit is entered in the accounts and reversed the following year. Grants payable are included in the SOFA when approved by the Managing Trustee. Expenditure is recognised in the period in which it is incurred. The majority of costs are directly attributable to specific activities. Irrecoverable VAT is charged to the activity for which it was incurred.

e. **Governance Costs**. Governance costs are the costs of professional advice, holding trustee meetings or committee meetings associated with decision making, any fee for audit or independent examination and any fee incurred in the preparation, statutory filing, printing or copying of the annual report and accounts.

f. **Capitalisation and Depreciation of Tangible Fixed Assets**. All assets having a purchase value of more than £500 are capitalised. The cost of tangible fixed assets are written off by equal annual instalments over their expected useful lives using the following methods of depreciation:

Furniture, fixtures and equipment - Straight Line over a period of 2 to 10 years.
Motor vehicles - Straight Line over a period of 2 to 10 years.

Assets with a life of more than one year but with a purchase value of below £500 are included within the inventory but the cost is written off in the year it is incurred and is not depreciated over the useful life of the asset. Where the asset is depreciated over a period of more than 10 years, details of the item and period are to be provided following the notes on page 14.

g. **Fixed Asset Investments**. Fixed asset investments are included at market value at the balance sheet date. Any gain or loss on revaluation is shown in the Statement of Financial Activities (SOFA).

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

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

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

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

(3) Restricted Funds. These are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is to be included in the notes to the accounts.

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

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

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

The charity made the following grants/donations:

Grants to institutions

Name of institutions	Purpose	Total number of grants given	Total amount of grants paid
No grants or donations			
	Total grants to institutions	£0.00	£0.00

Grants to individuals

Purpose	Total number of grants given	Total amount of grants paid
No grants or donations		
Total	£0.00	£0.00

3. **Related Party Transactions & Remuneration and Expenses**

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

4. **Analysis of Capital Property**

	Fixtures, fittings & equipment £	Motor vehicles £	Total £
Balance b/f	£0.00	£0.00	£0.00
Purchases	£0.00	£0.00	£0.00
Sales & W/Os	£0.00	£0.00	£0.00
Depreciation	£0.00	£0.00	£0.00
Balance c/f	£0.00	£0.00	£0.00

5. **Total Value of Investments by Category**

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

Breakdown of Market Values at

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

6. **List of Debtors**

Debtor	Date of Debt	Amount
LCpl J Lowther	Jan 24	£16.20
LCOH B Edwards	Mar 24	£18.16
LCpl Callaway	Oct 23	£12.94
SODEXO I&E	Mar 24	£3,395.17
LCpl D Cook	Oct 23	£64.02
LCOH Munoz Hermoza	Mar 23	£58.36
Sgt Hoareus	Oct 23	£13.58
LCpl J Sewell	Nov 23	£12.94
LCpl J Holden	Mar 24	£12.77
LCpl S Benterman-Snell	Jan 24	£31.71
LCpl S Jevons	Feb 24	£2.89
	Total	£3,638.74

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

7. **List of Creditors**

Creditor	Date of Credit	Amount
LCpl Evans	Jan 24	£24.00
LCpl R Harris	Oct 23	£8.78
SSgt Mortimor	Feb 24	£8.43
	Total	£41.21

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

8. **Paid Employees**

	This year £	Last year £
Gross wages paid	£0.00	£0.00
Employer's National Insurance paid	£0.00	£0.00

Pension Contributions paid	£0.00	£0.00
Total staff costs	**£0.00**	**£0.00**

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

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

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

9. Governance Costs

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

10. Restricted/Endowment Funds

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

See the attached SOFA.

Year End	Bal B/F	Incoming Resources	Outgoing Resources	Transfers	Gains and losses	Bal C/F
	Value £	Value £	Value £	Value £	Value £	Value £
Charity	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Entertainment	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Mess Improvement	£4,929.56	£0.00	£2,294.00	£0.00	£0.00	£2,635.56
Presentation Fund	-£30.84	£30.84	£0.00	£0.00	£0.00	£0.00
Summer Function Fund	£95.22	£26904.78	£0.00	£0.00	£0.00	£27,000.00
SLIM Fund	£808.38	£1,816.64	£0.00	£0.00	£0.00	£2,625.02
Ball	£11,562.60	£0.00	£11,562.60	£0.00	£0.00	£0.00
Attach Arms Presentations	£1,944.73	£874.00	£0.00	£0.00	£0.00	£2,818.73
Total	£19,309.65	£29,626.26	£13,856.60	£0.00	£0.00	£35,079.31

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

Name of Restricted Fund	Purpose of fund
Charity	Used to hold funds generated through charitable activity prior to donation to Service or local charity at a later date.
Entertainments	Exists to account for funds raised through Mess bills for the purpose of entertainment events or equipment.
Mess Improvement	Exists to account for funds raised through Mess bills for the purpose of maintenance or purchase of Mess property and projects/works for the improvement of the Mess facilities.
Presentation Fund	Exists to account for funds raised through Mess bills for the purpose of purchasing presentations for members on departure from the Mess/Army.
Summer Function Fund	This fund manages all income and expenditure relating to annual

	summer function.
Slim Fund	Exists to account for funds raised through Mess bills for the purpose of Single Living In Mess Members
Ball	This fund manages the income and expenditure relating to annual Summer and Winter Balls, replaces Winter/Summer Ball RFs to avoid unnecessary duplication.
Attached Arms Presentation	Exists to account for funds raised through Mess bills for the purpose of purchasing presentations for Attached Arms Mess members on departure from the Mess.

11. **Heritage Assets.**

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

Silver Three Vehicle Centre Piece mounted on a plinth & a silver horse – Valued at £31,800.00
OP TELIC 1 Picture Framed – Valued at £4,500.00
OP HERRICK 11 Picture Framed – Valued at £882.00

12. **Declarations**

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

No guarantees have been given to third parties.

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

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

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

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

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

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

The charity has no designated funds.

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

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

The charity has no intangible assets.

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

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

The charity has no subsidiary companies.

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

No internal transfers have occurred out of restricted/endowment funds.

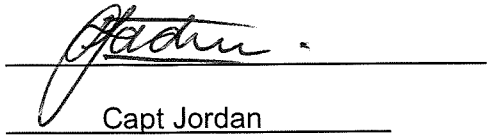
Note: Where any of the declarations are not correct they are to be crossed out and details provided in the Managing Trustees comments.

Additional comments:

For this financial year expenditure as exceed income by a total of £1,701.8 during this period. However the fund is still healty and liquid against its liabilities.

Subscriptions have generated a large income and are sufficient to maintain the fund in a healthy state.

The Mess will look to continue hosting events in the next FY.

Signature 

Name Capt Jordan

Date: 14 MAR 25

Appointment WO/NCO Fund Manager

Managing Trustee's Annual Report and Comments:

Unit .....Household Cavalry Regiment.....

Address..... Ward Barracks, Bulford SP4 9NA.....

Charity name and Charity Commission/Regulator registered Number..... 1130647.....

Description of the charity's trusts

This should include:

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

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

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

Governing Document (e.g. Trust Deed, Constitution)	MOD Constitution Document dated 29 Jul 20.

Objects of the Charity	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.

Explain briefly how trustees are elected or appointed and details of any induction and trustee training attended.

Trustee selection method	Managing Trustee selected on appointment as Commanding Officer.

Trustee induction and training	The Managing Trustee has attended the Commanding Officer (Designate) Course. Fund Manager has completed the AAFM training via the DLE.

Explain about what the charity is trying to do and how it is going about it. You are only required to provide a brief summary of the main activities and achievements of the charity during the year in relation to its objects.

Summary of main activities in relation to the Charity's objects	Provision of Mess facilities and social activities to WOs & SNCOs of the HCR with a view to maintaining and promoting the moral component of fighting power, operational effectiveness and unit cohesion through a strong regimental ethos.
Summary of main achievements of the Charity during the year	The mess has used funding to purchase gifts for all members, which enables the promotion of the moral component.

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

Financial Review	The fund is has been well maintained throughout the FY and the main sources of income to this fund are through Mess bill subscriptions.

The Managing Trustee should give in their report a description of the following policies:

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

Financial reserves policy	No financial reserves policy in place other than that the fund retains sufficient funds to meet liabilities.

Investments selection policy and performance of those investments.	None held.

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

Managing Trustee's name/trustees' names	Lt Col Spiller have been the managing trustee throughout this period.

Serious Incidents	None.

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 Mess facilities and supporting sporting, adventurous training activities, battlefield studies, charity events and social activities. This assistance enables service personnel to face the challenges and danger associated with military service by developing and maintaining teamwork; skills; fitness; confidence, character, spirit and attitude; and morale. As a result the fund promotes the efficiency of the Armed Forces of the Crown by enhancing the British Army's capability to undertake the roles demanded of it including the defence of the United Kingdom and its interests. (I confirm that I have paid due regard to the Charity Commission of England and Wales guidance on public benefit when deciding what activities the charity should undertake, i.e. that it benefits the public in general, or a sufficient section of the public).

Additional comments *(noting any changes to the Declarations made at paragraph 12 of the Notes to the Accounts):*

1. All declarations at paragraph 12 not struck through are correct.

The fund is correctly maintained in line with SFRs and I have no concerns with the accounts.

The debtors for the fund has been reduced significantly since the last FY. The FM/RA have continued to monitor this throughout the year and have produced good results.

Signature _____

Name Lt Col R Spiller

Date: 18 MAR 25

Appointment CO Household Cavalry Regiment

Internal Auditor's Report

1. I have examined the books of account and records from which the final accounts were prepared and have obtained all the information and explanations that were necessary for the purpose of my internal audit.

2. I certify that end of period checks have been conducted in accordance with Service Funds Regulations.

3. Subject to the observations given below I am satisfied that proper books of account have been kept and that the final accounts give a true and fair view of the results of transactions over the period and of the state of the Fund's affairs as at the date of the balance sheet. Subject also to my observations, I am satisfied that cash and bank balances and stocks on hand have been properly checked at prescribed intervals and that adequate insurance exists.

4. I have stamped and signed the original books of account and the original records I have checked.

All vouchers relating to this account period have been cancelled.

5. I have made the following observations whilst carrying out the internal audit:

Statement of financial activities

Total funds has not exceeded £100k and are unlikely to do so in the coming year. The income to the fund versus the expenditure was £1,701.81, which is stable.

Management

FM Monthly Checks. All FM checks were conducted monthly in a timely fashion.

Property Checks. No capital property is held within the fund.

Silver/Pictures Property. The property held within the Mess is heritage property and the RA should seek guidance on amending this accordingly.

Investments. No investments are held within the Officers Mess.

Stock Checks. No stock is held within the Officers Mess.

Write offs. No stock held.

Licences and insurance. All appropriate licences and insurance are held for the fund, are current and in date.

Income & Expenditure

The GPF surplus is £1,701.81 for this financial year.

Restricted Funds

There has been no movement in the Entertainment or Presentation restricted funds, this is likely due to the lack of social aspects of mess life this FY. It is advised these funds are monitored and utilised correctly during the next FY,if not used it is recommended they are disbanded.

Debtors

The overall worth of the fund compared to the % of debtors is in line with policy.

There are still mess debtors which are highlighted to the PMC each month on the audit checks by the RAO, but this has improved significantly throughout the year.

The £3,395.17 debt for Sodexo is the monthly outstanding payment of the Mar 24 I&E, which is a regular occurrence as Sodexo are not making payments to the account within the 15 day window as agreed in the contract.

Creditors

Current figure of £41.21 is in relation to past Mess Members who have not cleared from the Regiment correctly.

Signature _____

Name Capt N Hart

Date: _____ Appointment Internal Auditor

Comd/SO2 SPS – Independent Examiner's Report on the Accounts, and Comments

Respective Responsibilities of Trustees and Examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to:

a. Examine the accounts (under section 43(3)(a) of the Act).

b. Follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act).

c. State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention (other than that disclosed overleaf*):

a. Which gives me reasonable cause to believe that in any material respect the requirements have not been met:

(1) To keep accounting records in accordance with section 41 of the 1993 Act:

(2) To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act:

b. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Delete as applicable.

Comd/SO2 SPS – Independent Examiner's Report on the Accounts, and Comments

Disclosure Section (Only to be completed if the examiner needs to highlight material problems/discrepancies)

Give here brief details of any items that the examiner wishes to disclose

Comd/SO2 SPS Comments

Independent Examiner's Signature _____

Name _____

Date: _____

Appointment _____

Statement of Financial Activities as at 29/03/2024

Paxton+

Printed: 29/03/2024

Household Cavalry Regiment

WOS AND NCOS MESS

	Unrestricted/ Designated/GPF Funds	Restricted Funds	Endowment Funds	Total Funds	Previous Period Total Funds
Incoming Resources					
Voluntary Income	0.00	0.00	0.00	0.00	50.00
Activities for Generating Funds	0.00	0.00	0.00	0.00	0.00
Investment Income	0.00	0.00	0.00	0.00	0.00
Income Resources from Charitable Activities	5,495.34	34,119.62	0.00	39,614.96	53,262.22
Other Incoming Resources	34,878.59	0.00	0.00	34,878.59	29,716.45
Total Incoming Resources	**40,373.93**	**34,119.62**	**0.00**	**74,493.55**	**83,028.67**
Resources Expended Cost of Generating Funds					
Investment Management Costs	25.02	0.00	0.00	25.02	64.61
Costs of Generating Funds	0.00	0.00	0.00	0.00	0.00
Charitable Activities	755.41	18,349.96	0.00	19,105.37	64,367.76
Governance Costs	0.00	0.00	0.00	0.00	0.00
Grants and Donations	0.00	0.00	0.00	0.00	0.00
Other Costs	41,295.31	0.00	0.00	41,295.31	18,787.55
Total Resources Expended	**42,075.74**	**18,349.96**	**0.00**	**60,425.70**	**83,219.92**
Net Incoming/Outgoing Resources Before Transfers	**-1,701.81**	**15,769.66**	**0.00**	**14,067.85**	**-191.25**
Transfers					
Gross transfers between funds (internal transfers)	0.00	0.00	0.00	0.00	0.00
Net Incoming resources before holding gains and losses	**-1,701.81**	**15,769.66**	**0.00**	**14,067.85**	**-191.25**
Holding Gains/Losses					
Gains on revaluation of the charity's fixed assets	0.00	0.00	0.00	0.00	0.00
Unrealised Gains/Losses on investment assets	0.00	0.00	0.00	0.00	0.00
Net Movement in Funds	**-1,701.81**	**15,769.66**	**0.00**	**14,067.85**	**-191.25**
Reconciliation of Funds					
Total funds brought forward from previous year	**88,641.33**	**19,309.65**	**0.00**	**107,950.98**	
Total funds carried forward	**86,939.52**	**35,079.31**	**0.00**	**122,018.83**	

March 2024

End of last year		Balance	
	Fixed Assets		
31,800.00	SILVER PROPERTY	31,800.00	
5,382.00	PICTURES PROPERTY	5,382.00	
0.00	CAPITAL PROPERTY	0.00	
37,182.00	Total Fixed Assets		37,182.00
	Current Assets		
53,530.04	BANK ACCOUNT	81,462.94	
21,117.34	DEBTORS	3,415.10	
74,647.38	Total Current Assets		84,878.04
111,829.38	Total Assets		122,060.04
	Liabilities		
3,878.40	CREDITORS	41.21	
0.00	DO NOT USE	0.00	
(3,878.40)	Total Liabilities		(41.21)
107,950.98	Total Assets Minus Liabilities		122,018.83
	Total Funds		
19,309.65	Total Restricted Funds	35,079.31	
0.00	Total Endowment Funds	0.00	
0.00	Total Designated Funds	0.00	
88,641.33	Accumulated Trading & GPF	86,939.52	
107,950.98	Total Funds		122,018.83

End of last year		Balance	
	Funds Analysis		
	Designated Funds		
0.00			0.00
	Restricted Funds		
0.00	CHARITY	0.00	
0.00	ENTERTAINMENTS	0.00	
4,929.56	MESS IMPROVEMENTS	2,635.56	
(30.84)	PRESENTATION FUND	0.00	
95.22	SUMMER FUNCTION FUND	27,000.00	
808.38	SLIM FUND	2,625.02	
11,562.60	BALL	0.00	
1,944.73	ATTACHED ARMS PRESENTATIONS	2,818.73	
19,309.65			35,079.31
	Endowment Funds		
0.00			0.00
	Trading and General Purpose Funds		
0.00	Trading surplus	0.00	
0.00	Non Primary Purpose trading surplus	0.00	
10,253.43	General Purpose Fund surplus	(1,701.81)	
10,253.43	Trading & GPF surplus		(1,701.81)
78,387.90	Balance at last balance sheet		88,641.33
88,641.33	Accumulated Trading & GPF		86,939.52
107,950.98	Grand total		122,018.83

Signature of A/C Holder/Fund Manager

Date 14 MAR 25.

Signature of Managing Trustee

Date 15 MAR 25

Balance date to end of March 2024
All nominal codes
Without cost centre codes shown

A\C Code	Name	Balance		Year Movement	
B102	SILVER PROPERTY	31,800.00		0.00	
B103	PICTURES PROPERTY	5,382.00		0.00	
B104	CAPITAL PROPERTY	0.00		0.00	
B500	DEBTORS	3,415.10			-17,702.24
B650	BANK ACCOUNT	81,462.94		27,932.90	
B700	CREDITORS		-41.21	3,837.19	
B750	DO NOT USE	0.00		0.00	
B900	ACCUMULATED GPF		-88,641.33		-10,253.43
R102	CHARITY	0.00		0.00	
R103	ENTERTAINMENTS	0.00		0.00	
R104	MESS IMPROVEMENTS		-2,635.56	2,294.00	
R105	PRESENTATION FUND	0.00			-30.84
R108	SUMMER FUNCTION FUND		-27,000.00		-26,904.78
R109	SLIM FUND		-2,625.02		-1,816.64
R110	BALL	0.00		11,562.60	
R112	ATTACHED ARMS PRESENTATIONS		-2,818.73		-874.00
		122,060.04	-123,761.85	45,626.69	-57,581.93
		-1,701.81		-11,955.24	

A\C Code	Name	Balance	Month Movement
G001	DONATIONS IN	0.00	0.00
G049	Shadow Code Income	0.00	0.00
G124	Shadow Code Income	0.00	0.00
G129	INTEREST RECIEVED	0.00	0.00
G149	Shadow Code Income	0.00	0.00
G154	PROFITS FROM MESS ACTIVITIES	-1,932.73	-118.76
G296	SODEXO	0.00	0.00
G297	GPF INCOME	-3,562.61	-2,972.75
G298	SUBSCRIPTIONS - HOUSE FUND	0.00	0.00
G299	Shadow Code Income	0.00	0.00
G300	SUBSCRIPTIONS	-34,628.59	-2,668.03
G304	BRICK HANGING	-250.00	0.00
G450	PROPERTY APPRECIATION	0.00	0.00
G500	TRANSACTION FEES - CARD	25.02	25.02
G599	Shadow Code Expenditure	0.00	0.00
G601	FUNCTIONS - ENTERTAIN/OTHER	349.62	49.62
G610	SODEXO	0.00	0.00
G611	PNCO CADRE	0.00	0.00
G612	REFUND	405.79	0.00
G749	Shadow Code Expenditure	0.00	0.00
G750	POSTAGE	0.00	0.00
G769	Shadow Code Expenditure	0.00	0.00
G799	Shadow Code Expenditure	0.00	0.00
G800	PRESENTATIONS	311.25	154.16
G801	TEA AND TOAST	779.53	121.56
G802	ED PAY	0.00	0.00
G804	MESS GUESTS (NOT T005/TRADING)	0.00	0.00
G805	FLOWERS/CHOCS	609.76	0.00
G806	PRS LICENCE	597.52	0.00
G808	NEWSPAPERS	0.00	0.00
G810	CANDLES	0.00	0.00
G812	TV LICENCE	318.00	0.00
G814	22 YR PRSENTATION	614.98	614.98
G815	SUNDRY EXPENSES	352.67	33.00
G816	INSURANCE PREMIUM	1,528.25	0.00

A\C Code	Name	Balance		Month Movement	
G817	PICTURE FRAMES	50.00		0.00	
G818	BOC FUEL	0.00		0.00	
G819	IRIS PAYROLL SOFTWARE	257.22		0.00	
G823	PROP DEPRECIATION	0.00		0.00	
G824	EXPENDABLE PROPERTY	0.00		0.00	
G826	PRESETATIONS	275.00		0.00	
G832	FUNCTION COSTS	27,687.90		22,000.07	
G835	DONATIONS	50.00		0.00	
G836	FOOD / DRINKS	246.59		0.00	
G841	PROV FOR UNREALISABLE DEBTS	0.00		0.00	
G846	MESS BILL - WRITE OFF	620.70		0.00	
G851	BRICK HANGING	2,550.42		0.00	
G852	STATE OF NATIONS	3,390.38		2,790.38	
G853	RCM CHITS	1,055.14		225.84	
G854	SILVER STATUE	0.00		0.00	
G855	MESS REFURBISHMENT	0.00		0.00	
G856	CHRISTMAS CARDS	0.00		0.00	
G857	MESS MEETINGS	0.00		0.00	
G858	COVID 19 CHRISTMAS GIFTS	0.00		0.00	
G859	CRICKET	0.00		0.00	
G899	Shadow Code Expenditure	0.00		0.00	
T001	OPENING TRADING STOCKS	0.00		0.00	
T002	TRADING STOCK PURCHASES/RTNS	0.00		0.00	
T003	CLOSING TRADING STOCKS	0.00		0.00	
T004	WRITE OFFS	0.00		0.00	
T005	MESS GUESTS	0.00		0.00	
T006	STOCK TRANSFER	0.00		0.00	
T007	TRADING EXPENSES	0.00		0.00	
T008	SALES	0.00		0.00	
T010	PURCHASE DISCOUNTS TAKEN	0.00		0.00	
		42,075.74	-40,373.93	26,014.63	-5,759.54
		1,701.81		20,255.09	
		0.00			

March 2024

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

March 2024

	Turnover this month		Turnover year to date	
GPF Analysis				
Income				
Voluntary Income				
G001 DONATIONS IN	0.00		0.00	
G049 Shadow Code Income	0.00		0.00	
		0.00		0.00
Activities for Generating Funds				
G124 Shadow Code Income	0.00		0.00	
		0.00		0.00
Investment Income				
G129 INTEREST RECIEVED	0.00		0.00	
G149 Shadow Code Income	0.00		0.00	
		0.00		0.00
Income Resources from Charitable Activiti				
Trading Income	0.00		0.00	
G154 PROFITS FROM MESS ACTIVITI	118.76		1,932.73	
G296 SODEXO	0.00		0.00	
G297 GPF INCOME	2,972.75		3,562.61	
G298 SUBSCRIPTIONS - HOUSE FUNI	0.00		0.00	
G299 Shadow Code Income	0.00		0.00	
		3,091.51		5,495.34
Other Income				
Non Primary Purpose Trading Income	0.00		0.00	
G300 SUBSCRIPTIONS	2,668.03		34,628.59	
G304 BRICK HANGING	0.00		250.00	
		2,668.03		34,878.59
Internal Transfers In				
		0.00		0.00
Gains on Revaluation of Fixed Assets				
G450 PROPERTY APPRECIATION	0.00		0.00	
		0.00		0.00
Unrealised Gains on Investment Assets				
		0.00		0.00
GPF Total Income		5,759.54		40,373.93

	Turnover this month		Turnover year to date	
Expenditure				
Investment Management Costs				
G500 TRANSACTION FEES - CARD	25.02		25.02	
		25.02		25.02
Costs of Generating Funds				
G599 Shadow Code Expenditure	0.00		0.00	
		0.00		0.00
Charitable Activities				
Trading costs	0.00		0.00	
G601 FUNCTIONS - ENTERTAIN/OTH	49.62		349.62	
G610 SODEXO	0.00		0.00	
G611 PNCO CADRE	0.00		0.00	
G612 REFUND	0.00		405.79	
G749 Shadow Code Expenditure	0.00		0.00	
		49.62		755.41
Governance Costs				
G750 POSTAGE	0.00		0.00	
G769 Shadow Code Expenditure	0.00		0.00	
		0.00		0.00
Grants and Donations				
G799 Shadow Code Expenditure	0.00		0.00	
		0.00		0.00
Other Costs				
Non Primary Trading Costs	0.00		0.00	
G800 PRESENTATIONS	154.16		311.25	
G801 TEA AND TOAST	121.56		779.53	
G802 ED PAY	0.00		0.00	
G804 MESS GUESTS (NOT T005/TRAI	0.00		0.00	
G805 FLOWERS/CHOCS	0.00		609.76	
G806 PRS LICENCE	0.00		597.52	
G808 NEWSPAPERS	0.00		0.00	
G810 CANDLES	0.00		0.00	
G812 TV LICENCE	0.00		318.00	
G814 22 YR PRSENTATION	614.98		614.98	
G815 SUNDRY EXPENSES	33.00		352.67	
G816 INSURANCE PREMIUM	0.00		1,528.25	
G817 PICTURE FRAMES	0.00		50.00	
G818 BOC FUEL	0.00		0.00	
G819 IRIS PAYROLL SOFTWARE	0.00		257.22	
G823 PROP DEPRECIATION	0.00		0.00	
G824 EXPENDABLE PROPERTY	0.00		0.00	
G826 PRESETATIONS	0.00		275.00	
G832 FUNCTION COSTS	22,000.07		27,687.90	
G835 DONATIONS	0.00		50.00	

	Turnover this month		Turnover year to date	
G836 FOOD / DRINKS	0.00		246.59	
G841 PROV FOR UNREALISABLE DEI	0.00		0.00	
G846 MESS BILL - WRITE OFF	0.00		620.70	
G851 BRICK HANGING	0.00		2,550.42	
G852 STATE OF NATIONS	2,790.38		3,390.38	
G853 RCM CHITS	225.84		1,055.14	
G854 SILVER STATUE	0.00		0.00	
G855 MESS REFURBISHMENT	0.00		0.00	
G856 CHRISTMAS CARDS	0.00		0.00	
G857 MESS MEETINGS	0.00		0.00	
G858 COVID 19 CHRISTMAS GIFTS	0.00		0.00	
G859 CRICKET	0.00		0.00	
G899 Shadow Code Expenditure	0.00		0.00	
		25,939.99		41,295.31
Internal Transfers Out				
		0.00		0.00
Unrealised Losses on Investments				
		0.00		0.00
GPF Total Expenditure		26,014.63		42,075.74
GPF Income Over Expenditure		-20,255.09		-1,701.81

	Turnover this month		Turnover year to date	
Trading Account Analysis				
Trading Expenditure				
T001 OPENING TRADING STOCKS	0.00		0.00	
T002 TRADING STOCK PURCHASES/I	0.00		0.00	
T003 CLOSING TRADING STOCKS	0.00		0.00	
T004 WRITE OFFS	0.00		0.00	
T005 MESS GUESTS	0.00		0.00	
T006 STOCK TRANSFER	0.00		0.00	
T007 TRADING EXPENSES	0.00		0.00	
Trading Income				
T008 SALES	0.00		0.00	
Income Over Expenditure		0.00		0.00
Non Primary Purpose Trading Analysis				
Trading Expenditure				
Trading Income				
Income Over Expenditure		0.00		0.00

	Turnover this month		Turnover year to date	
Restricted Funds Analysis				
Income				
Voluntary Income				
R102 CHARITY	0.00		0.00	
R103 ENTERTAINMENTS	0.00		0.00	
R104 MESS IMPROVEMENTS	0.00		0.00	
R105 PRESENTATION FUND	0.00		0.00	
R108 SUMMER FUNCTION FUND	0.00		0.00	
R109 SLIM FUND	0.00		0.00	
R110 BALL	0.00		0.00	
R112 ATTACHED ARMS PRESENTATI(	0.00		0.00	
		0.00		0.00
Activities for Generating Funds				
R102 CHARITY	0.00		0.00	
R103 ENTERTAINMENTS	0.00		0.00	
R104 MESS IMPROVEMENTS	0.00		0.00	
R105 PRESENTATION FUND	0.00		0.00	
R108 SUMMER FUNCTION FUND	0.00		0.00	
R109 SLIM FUND	0.00		0.00	
R110 BALL	0.00		0.00	
R112 ATTACHED ARMS PRESENTATI(	0.00		0.00	
		0.00		0.00
Investment Income				
R102 CHARITY	0.00		0.00	
R103 ENTERTAINMENTS	0.00		0.00	
R104 MESS IMPROVEMENTS	0.00		0.00	
R105 PRESENTATION FUND	0.00		0.00	
R108 SUMMER FUNCTION FUND	0.00		0.00	
R109 SLIM FUND	0.00		0.00	
R110 BALL	0.00		0.00	
R112 ATTACHED ARMS PRESENTATI(	0.00		0.00	
		0.00		0.00
Income Resources from Charitable Activiti(				
R102 CHARITY	0.00		0.00	
R103 ENTERTAINMENTS	49.62		1,000.00	
R104 MESS IMPROVEMENTS	227.00		2,824.00	
R105 PRESENTATION FUND	148.84		198.84	
R108 SUMMER FUNCTION FUND	26,904.78		26,904.78	
R109 SLIM FUND	201.00		2,142.00	
R110 BALL	0.00		0.00	
R112 ATTACHED ARMS PRESENTATI(	148.00		1,050.00	
		27,679.24		34,119.62
Other Incoming Resources				
R102 CHARITY	0.00		0.00	
R103 ENTERTAINMENTS	0.00		0.00	
R104 MESS IMPROVEMENTS	0.00		0.00	
R105 PRESENTATION FUND	0.00		0.00	
R108 SUMMER FUNCTION FUND	0.00		0.00	
R109 SLIM FUND	0.00		0.00	
R110 BALL	0.00		0.00	

	Turnover this month		Turnover year to date	
R112 ATTACHED ARMS PRESENTATI(	0.00		0.00	
		0.00		0.00
Total Income excluding transfers		27,679.24		34,119.62

	Turnover this month		Turnover year to date	
Expenditure				
Investment Management Costs				
R102 CHARITY	0.00		0.00	
R103 ENTERTAINMENTS	0.00		0.00	
R104 MESS IMPROVEMENTS	0.00		0.00	
R105 PRESENTATION FUND	0.00		0.00	
R108 SUMMER FUNCTION FUND	0.00		0.00	
R109 SLIM FUND	0.00		0.00	
R110 BALL	0.00		0.00	
R112 ATTACHED ARMS PRESENTATI(	0.00		0.00	
		0.00		0.00
Costs of Generating Funds				
R102 CHARITY	0.00		0.00	
R103 ENTERTAINMENTS	0.00		0.00	
R104 MESS IMPROVEMENTS	0.00		0.00	
R105 PRESENTATION FUND	0.00		0.00	
R108 SUMMER FUNCTION FUND	0.00		0.00	
R109 SLIM FUND	0.00		0.00	
R110 BALL	0.00		0.00	
R112 ATTACHED ARMS PRESENTATI(	0.00		0.00	
		0.00		0.00
Charitable Activities				
R102 CHARITY	0.00		0.00	
R103 ENTERTAINMENTS	0.00		1,000.00	
R104 MESS IMPROVEMENTS	3,000.00		5,118.00	
R105 PRESENTATION FUND	0.00		168.00	
R108 SUMMER FUNCTION FUND	0.00		0.00	
R109 SLIM FUND	0.00		325.36	
R110 BALL	0.00		11,562.60	
R112 ATTACHED ARMS PRESENTATI(	56.00		176.00	
		3,056.00		18,349.96
Governance Costs				
R102 CHARITY	0.00		0.00	
R103 ENTERTAINMENTS	0.00		0.00	
R104 MESS IMPROVEMENTS	0.00		0.00	
R105 PRESENTATION FUND	0.00		0.00	
R108 SUMMER FUNCTION FUND	0.00		0.00	
R109 SLIM FUND	0.00		0.00	
R110 BALL	0.00		0.00	
R112 ATTACHED ARMS PRESENTATI(	0.00		0.00	
		0.00		0.00
Grants and Donations				
R102 CHARITY	0.00		0.00	
R103 ENTERTAINMENTS	0.00		0.00	
R104 MESS IMPROVEMENTS	0.00		0.00	
R105 PRESENTATION FUND	0.00		0.00	
R108 SUMMER FUNCTION FUND	0.00		0.00	
R109 SLIM FUND	0.00		0.00	
R110 BALL	0.00		0.00	
R112 ATTACHED ARMS PRESENTATI(	0.00		0.00	
		0.00		0.00

	Turnover this month		Turnover year to date	
Other Costs				
R102 CHARITY	0.00		0.00	
R103 ENTERTAINMENTS	0.00		0.00	
R104 MESS IMPROVEMENTS	0.00		0.00	
R105 PRESENTATION FUND	0.00		0.00	
R108 SUMMER FUNCTION FUND	0.00		0.00	
R109 SLIM FUND	0.00		0.00	
R110 BALL	0.00		0.00	
R112 ATTACHED ARMS PRESENTATI(	0.00		0.00	
		0.00		0.00
Total Expenditure excluding transfers		3,056.00		18,349.96
Internal Transfers				
R102 CHARITY	0.00		0.00	
R103 ENTERTAINMENTS	0.00		0.00	
R104 MESS IMPROVEMENTS	0.00		0.00	
R105 PRESENTATION FUND	0.00		0.00	
R108 SUMMER FUNCTION FUND	0.00		0.00	
R109 SLIM FUND	0.00		0.00	
R110 BALL	0.00		0.00	
R112 ATTACHED ARMS PRESENTATI(	0.00		0.00	
		0.00		0.00
Restricted funds Income Over Expenditure		24,623.24		15,769.66

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

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

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

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

Household Cavalry Regiment

All mess members
Effective date up to 29/03/2024

Mess Member	CR Limit	Total	03/24	02/24	01/24	12/23	11/23	10/23 +	Unallocated
LOWTHER - BF1400359 LCPL J	NONE	16.20	0.00	15.94	0.26	0.00	0.00	0.00	0.00
1004 ASHFORD WO2	NONE	-24.99	0.00	0.00	0.00	0.00	0.00	0.00	24.99
1015 EDWARDS (934) LCOH B	NONE	18.16	18.16	0.00	0.00	0.00	0.00	0.00	0.00
2010 CALLAWAY - BF1400474 LCPL	NONE	12.94	0.00	0.00	0.00	0.00	0.00	12.94	0.00
3141 COLE WO2 HQSQN	NONE	-179.21	0.00	0.00	0.00	0.00	0.00	0.00	179.21
3158 ACKERMAN COH S	NONE	-19.44	0.00	0.00	0.00	0.00	0.00	0.00	19.44
3233 SODEXO	NONE	3,395.17	3,395.18	0.00	0.00	0.00	0.00	0.00	0.01
5001 COOK LCPL D	NONE	64.02	0.00	0.00	12.94	0.00	12.77	38.31	0.00
7122 MUNOZ HERNAZA LCOH CSQN	NONE	58.36	0.00	0.00	0.00	0.00	0.00	58.36	0.00
7438 SGT HOAREUS	NONE	13.58	0.00	0.00	0.00	0.00	0.00	13.58	0.00
7472 SEWELL LCPL J	NONE	12.94	0.00	0.00	0.00	0.00	12.94	0.00	0.00
7477 HOLDEN LCPL J	NONE	12.77	12.77	0.00	0.00	0.00	0.00	0.00	0.00
7480 BENTERMAN-SNELL LCPL S	NONE	31.71	0.00	15.94	15.77	0.00	0.00	0.00	0.00
7481 JEVONS LCPL S	NONE	2.89	0.00	2.89	0.00	0.00	0.00	0.00	0.00
7482									
			Totals						
		3,415.10	3,426.11	34.77	28.97	0.00	25.71	123.19	223.65

Household Cavalry Regiment

All supplier names
Effective date up to 29/03/2024

Supplier	CR Limit	Total	03/24	02/24	01/24	12/23	11/23	10/23 +	Unallocated
LCPL EVANS	NONE	24.00	0.00	0.00	24.00	0.00	0.00	0.00	0.00
LCPL EVANS LCPL HARRIS R	NONE	8.78	0.00	0.00	0.00	0.00	0.00	8.78	0.00
HARRIS R SSGT MORTIMOR SSGT MORTI	NONE	8.43	0.00	8.43	0.00	0.00	0.00	0.00	0.00
			Totals						
		41.21	0.00	8.43	24.00	0.00	0.00	8.78	0.00

Household Cavalry Regiment

All supplier names
Accounting month is March 2024

Supplier	Balance	03/24	02/24	01/24	12/23	11/23 +	Unallocated
LCPL EVANS	24.00	0.00	0.00	24.00	0.00	0.00	0.00
LCPL EVANS LCPL HARRIS R	8.78	0.00	0.00	0.00	0.00	8.78	0.00
HARRIS R SSGT MORTIMOR	8.43	0.00	8.43	0.00	0.00	0.00	0.00
SSGT MORTI							
Totals							
	41.21	0.00	8.43	24.00	0.00	8.78	0.00

Accounts

Comd/SO2 SPS – Independent Examiner's Report on the Accounts, and Comments for Household Cavalry Regiment – WOs' & NCOs Fund

Disclosure Section (Only to be completed if the examiner needs to highlight material problems/discrepancies)

Give here brief details of any items that the examiner wishes to disclose:

1. The balance sheet details the debtor's figure to be £21,117.34 however the sales account balance list details a figure of £21,482.50. This is to be investigated, the original clearance and booking checked and corrected so that both figures match.

2. The FM/MT and IA comments are acknowledged and are thanked for being comprehensive.

Comd/SO2 SPS Comments

1. I have reviewed the Fund's income over the last 3 Audit Periods and its genuine income has not exceeded £250,000 in any of these years.

2. The operation and structure of the Charity is understood

3. In the compilation of this report, I have referred to the Unit's annual G1 Audit Report.

4. I have examined the AB 397 balances at the end of the audit period.

5. During the next Unit's annual assurance visit an appropriate level of sampling will be conducted on all accounts and subsidiary books.

6. The Fund operates on the accrual's basis conforming with s.42(1).

7. The accounting policies are consistent in application and appropriate to the activities of the Charity.

8. There has been no event that has had an adverse impact on the worth of the Charity subsequent to this report. No Restricted Funds are overspent.

9. Nothing further to report in addition to the comments made by the MT but the IA should comment.

10. There has been no deliberate act of misconduct in the administration of the Charity.

Independent Examiner's Signature _____

Name Maj A Asong

Date: 06/03/24

Appointment SO2 SPS 1 DRS BCT

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

Army Form N1514
(Rev 11/09)

Unit Household Cavalry Regiment

Address Wing Barracks, Bulford, SP4 9NA

In respect of the **WOs' & NCOs' Fund**

Charity Commission/Regulator registered number 1130647

For the period from 1 April 22 to 31 March 23

Managing Trustee(s) during the period:

From	**27 Jul 20**	**to**	**19 Aug 22**	**Name**	**Lt Col A E Gilham**
From	**19 Aug 22**	**to**	**31 Mar 23**	**Name**	**Lt Col R Spiller**

Fund Manager(s) during the period:

From	**1 Apr 22**	**to**	**11 Feb 22**	**Name**	**Capt Jaworski**
From	**11 Feb 22**	**to**	**31 Mar 23**	**Name**	**Capt A Jordan**

Internal Auditor(s) during the period:

From	**1 Apr 22**	**To**	**3 Oct 22**	**Name**	**Capt S Ison**
From	**3 Oct 22**	**To**		**Name**	**Capt S Lash**
From		**To**	**31 Mar 23**	**Name**	**Capt J Wilkes**

Audit Assistants[1] (during the period):

Regimental Accountant(s) during the period:

From	**18 Jun 21**	**to**	**30 Jun 22**	**Name**	**Sgt B Mweemba**
From	**30 Jun 22**	**to**	**14 Feb 23**	**Name**	**Sgt C Gurung**
From	**14 Feb 23**	**to**	**31 Mar 23**	**Name**	**LSgt L Baines**

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

[1] SFR Chap 5 para 0505 and Annex D to Chap 5.

1. **Principal Accounting Policies**

a. **Accounting Convention** The financial statements are prepared under the historical cost convention as modified by the inclusion of investments at market value and in accordance with applicable accounting standards. In preparing the financial statements the charity follows best practice as set out in the Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP) 2005 (http://www.charitycommission.gov.uk/investigations/sorp/sorp05docs.asp)

b. **Incoming Resources**. Income is recognised in the period in which the charity is entitled to receipt, and the amount can be measured with reasonable certainty. Grants from other agencies including donations and other income from activities are in furtherance of the charity's objects and are part of the general funds of the charity. A restricted fund is only recognised where this is an agreed and explicit condition of the grant or donor.

c. **Intangible Income**. Due to the close collaborative relationship and the manner in which the charity's activities compliment those of the Army, intangible income, reflected in time and use of premises is not quantifiable or measurable and so is not recognised in the accounts.

d. **Resources Expended and Basis of Allocation of Costs**. Expenditure is included when incurred or exceptionally where a commitment is made which requires an accrual when payment is to be made in the subsequent accounting period. Similarly, where prepayments are made in recognition of commitments falling due in a subsequent accounting period, the appropriate credit is entered in the accounts and reversed the following year. Grants payable are included in the SOFA when approved by the Managing Trustee. Expenditure is recognised in the period in which it is incurred. The majority of costs are directly attributable to specific activities. Irrecoverable VAT is charged to the activity for which it was incurred.

e. **Governance Costs**. Governance costs are the costs of professional advice, holding trustee meetings or committee meetings associated with decision making, any fee for audit or independent examination and any fee incurred in the preparation, statutory filing, printing or copying of the annual report and accounts.

f. **Capitalisation and Depreciation of Tangible Fixed Assets**. All assets having a purchase value of more than £500 are capitalised. The cost of tangible fixed assets are written off by equal annual instalments over their expected useful lives using the following methods of depreciation:

Furniture, fixtures and equipment - Straight Line over a period of 2 to 10 years.
Motor vehicles - Straight Line over a period of 2 to 10 years.

Assets with a life of more than one year but with a purchase value of below £500 are included within the inventory but the cost is written off in the year it is incurred and is not depreciated over the useful life of the asset. Where the asset is depreciated over a period of more than 10 years, details of the item and period are to be provided following the notes on page 14.

g. **Fixed Asset Investments**. Fixed asset investments are included at market value at the balance sheet date. Any gain or loss on revaluation is shown in the Statement of Financial Activities (SOFA).

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

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

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

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

(3) Restricted Funds. These are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is to be included in the notes to the accounts.

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

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

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

The charity made the following grants/donations:

Grants to institutions

Name of institutions	Purpose	Total number of grants given	Total amount of grants paid
No grants or donations			
	Total grants to institutions	£0.00	£0.00

Grants to individuals

Purpose	Total number of grants given	Total amount of grants paid
No grants or donations		
Total	£0.00	£0.00

3. **Related Party Transactions & Remuneration and Expenses**

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

4. **Analysis of Capital Property**

	Fixtures, fittings & equipment £	Motor vehicles £	Total £
Balance b/f	£0.00	£0.00	£0.00
Purchases	£0.00	£0.00	£0.00
Sales & W/Os	£0.00	£0.00	£0.00
Depreciation	£0.00	£0.00	£0.00
Balance c/f	£0.00	£0.00	£0.00

5. **Total Value of Investments by Category**

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

Breakdown of Market Values at

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

6. **List of Debtors**

Debtor	Date of Debt	Amount
Mess Ball	Feb – Mar 23	£14,776.93
SODEXO I&E	Feb 23	£4,115.19
90 Days Mess Bills	2022/23	£886.19
22 Year Dine Out	Mar 23	£435.29
Burns night	Jan – Feb 23	£903.74
Deleted Members		£365.16
	Total	£21,482.50

21,117.34

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

7. **List of Creditors**

Creditor	Date of Credit	Amount
22 Year Dine Out	Jan – Mar 23	£2,010.00
Burns Night 23	Feb 23	£1,036.32
Mess Member Creditors	2022/23	£50.68
PRI HCR		£781.56
	Total	£3,878.40

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

8. **Paid Employees**

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

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

This year	Last year

Costs of generating funds	£0.00	£0.00
Charitable activities	£0.00	£0.00
Other	£0.00	£0.00
Total	**£0.00**	**£0.00**

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

9. **Governance Costs**

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

10. **Restricted/Endowment Funds**

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

Fund Name	Fund Bal B/F	Incoming Resources for period	Outgoing Resources for period	Transfers	Gains and Losses	Fund Bal C/F
Charity	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Entertainments	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Mess Improvement	£5,766.50	£0.00	£836.94	£0.00	£0.00	£4,929.56
Presentation Fund	£0.00	£0.00	£30.84	£0.00	£0.00	(£30.84)
Derby Day	£18,225.22	£0.00	£18130.00	£0.00	£0.00	£95.22
Slim Fund	£4,484.88	£0.00	£3676.50	£0.00	£0.00	£808.38
Ball	£65.00	£11497.60	£0.00	£0.00	£0.00	£11,562.60
Attached Arms Presentation	£1,212.73	£732.00	£0.00	£0.00	£0.00	£1,944.73
Total	£29,754.33	£12,229.60	£22,674.28	£0.00	£0.00	£19,309.65

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

Name of Restricted Fund	Purpose of fund
Charity	Used to hold funds generated through charitable activity prior to donation to Service or local charity at a later date.
Entertainments	Exists to account for funds raised through Mess bills for the purpose of entertainment events or equipment.
Mess Improvement	Exists to account for funds raised through Mess bills for the purpose of maintenance or purchase of Mess property and projects/works for the improvement of the Mess facilities.
Presentation Fund	Exists to account for funds raised through Mess bills for the purpose of purchasing presentations for members on departure from the Mess/Army.
Derby Day	This fund manages all income and expenditure relating to the annual Epsom Derby Day event.
Slim Fund	Exists to account for funds raised through Mess bills for the purpose of Single Living In Mess Members
Ball	This fund manages the income and expenditure relating to annual Summer and Winter Balls, replaces Winter/Summer Ball RFs to avoid unnecessary duplication.
Attached Arms Presentation	Exists to account for funds raised through Mess bills for the purpose of purchasing presentations for Attached Arms Mess members on departure from the Mess.

11. **Heritage Assets.**

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

Silver Three Vehicle Centre Piece mounted on a plinth & a silver horse – Valued at £31,800.00
OP TELIC 1 Picture Framed – Valued at £4,500.00
OP HERRICK 11 Picture Framed – Valued at £882.00

12. **Declarations**

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

No guarantees have been given to third parties.

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

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

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

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

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

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

The charity has no designated funds.

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

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

The charity has no intangible assets.

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

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

The charity has no subsidiary companies.

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

No internal transfers have occurred out of restricted/endowment funds.

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

Additional comments:

The GPF has returned a balance of income over expenditure (£10,253.43) during this period. Subscriptions have generated a large income and are sufficient to maintain the fund in a healthy state.

The Mess will look to continue hosting events in the next FY.

Signature _____

Name Capt Jordan

Date: 19 JAN 24

Appointment WO/NCO Fund Manager

Managing Trustee's Annual Report and Comments:

Unit .....Household Cavalry Regiment.....

Address..... Ward Barracks, Bulford SP4 9NA.....

Charity name and Charity Commission/Regulator registered Number..... 1130647.....

Description of the charity's trusts

This should include:

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

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

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

Governing Document (e.g. Trust Deed, Constitution)	MOD Constitution Document dated 29 Jul 20.

Objects of the Charity	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.

Explain briefly how trustees are elected or appointed and details of any induction and trustee training attended.

Trustee selection method	Managing Trustee selected on appointment as Commanding Officer.

Trustee induction and training	The Managing Trustee has attended the Commanding Officer (Designate) Course. Fund Manager has completed the AAFM training via the DLE.

Explain about what the charity is trying to do and how it is going about it. You are only required to provide a brief summary of the main activities and achievements of the charity during the year in relation to its objects.

Summary of main activities in relation to the Charity's objects	Provision of Mess facilities and social activities to WOs & SNCOs of the HCR with a view to maintaining and promoting the moral component of fighting power, operational effectiveness and unit cohesion through a strong regimental ethos.
Summary of main achievements of the Charity during the year	The mess has used funding to purchase gifts for all members, which enables the promotion of the moral component.

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

Financial Review	The fund is has been well maintained throughout the FY and the main sources of income to this fund are through Mess bill subscriptions.

The Managing Trustee should give in their report a description of the following policies:

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

Financial reserves policy	No financial reserves policy in place other than that the fund retains sufficient funds to meet liabilities.

Investments selection policy and performance of those investments.	None held.

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

Managing Trustee's name/trustees' names	Lt Col A E Gilham has been the managing trustee throughout this period with Lt Col R Spiller assuming command in March 23.

Serious Incidents	None.

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 Mess facilities and supporting sporting, adventurous training activities, battlefield studies, charity events and social activities. This assistance enables service personnel to face the challenges and danger associated with military service by developing and maintaining teamwork; skills; fitness; confidence, character, spirit and attitude; and morale. As a result the fund promotes the efficiency of the Armed Forces of the Crown by enhancing the British Army's capability to undertake the roles demanded of it including the defence of the United Kingdom and its interests. (I confirm that I have paid due regard to the Charity Commission of England and Wales guidance on public benefit when deciding what activities the charity should undertake, i.e. that it benefits the public in general, or a sufficient section of the public).

Additional comments *(noting any changes to the Declarations made at paragraph 12 of the Notes to the Accounts):*

1. All declarations at paragraph 12 not struck through are correct.

The fund is correctly maintained in line with SFRs and I have no concerns with the accounts

The debtors for the fund has been reduced by over half since the last FY. The FM/RA have continued to monitor this throughout the year and have produced good results

Signature _____

Name Lt Col R Spiller

Date: 19 JAN 24

Appointment CO Household Cavalry Regiment

Internal Auditor's Report

1. I have examined the books of account and records from which the final accounts were prepared and have obtained all the information and explanations that were necessary for the purpose of my internal audit.

2. I certify that end of period checks have been conducted in accordance with Service Funds Regulations.

3. Subject to the observations given below I am satisfied that proper books of account have been kept and that the final accounts give a true and fair view of the results of transactions over the period and of the state of the Fund's affairs as at the date of the balance sheet. Subject also to my observations, I am satisfied that cash and bank balances and stocks on hand have been properly checked at prescribed intervals and that adequate insurance exists.

4. I have stamped and signed the original books of account and the original records I have checked.

All vouchers relating to this account period have been cancelled.

5. I have made the following observations whilst carrying out the internal audit:

Statement of financial activities

Total funds has not exceeded £100k and are unlikely to do so in the coming year. The income to the fund versus the expenditure was £10,253.43, which is stable.

Management

FM Monthly Checks. All FM checks were conducted monthly in a timely fashion.

Property Checks. No capital property is held within the fund.

Silver/Pictures Property. The property held within the Mess is heritage property and the RA should seek guidance on amending this accordingly.

Investments. No investments are held within the WO & NCO Mess.

Stock Checks. No stock is held within the WO & NCO Mess.

Write offs. No stock held.

Licences and insurance. All appropriate licences and insurance are held for the fund, are current and in date.

Income & Expenditure

The GPF is £10,253.43 for this financial year.

Restricted Funds

There has been little movement in the Entertainment or Presentation restricted funds, this is likely due to the lack of social aspects of mess life this FY. It is advised these funds are monitored and utilised correctly during the next FY.

Debtors

The overall worth of the fund compared to the % of debtors is in line with policy.

There are still mess debtors which are highlighted to the PMC each month on the audit checks by the RAO.

Creditors

Creditor sum remains small and will continue to be monitored.

Signature

Name Capt J Wilkes

Date: 04/03/24

Appointment Internal Auditor

Comd/SO2 SPS – Independent Examiner's Report on the Accounts, and Comments

Respective Responsibilities of Trustees and Examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to:

a. Examine the accounts (under section 43(3)(a) of the Act).

b. Follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act).

c. State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention (other than that disclosed overleaf*):

a. Which gives me reasonable cause to believe that in any material respect the requirements have not been met:

(1) To keep accounting records in accordance with section 41 of the 1993 Act:

(2) To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act:

b. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Delete as applicable.

Comd/SO2 SPS – Independent Examiner's Report on the Accounts, and Comments for Household Cavalry Regiment – WOs' & NCOs Fund

Disclosure Section (Only to be completed if the examiner needs to highlight material problems/discrepancies)

Give here brief details of any items that the examiner wishes to disclose:

1. The balance sheet details the debtor's figure to be £21,117.34 however the sales account balance list details a figure of £21,482.50. This is to be investigated, the original clearance and booking checked and corrected so that both figures match.

2. The FM/MT and IA comments are acknowledged and are thanked for being comprehensive.

Comd/SO2 SPS Comments

1. I have reviewed the Fund's income over the last 3 Audit Periods and its genuine income has not exceeded £250,000 in any of these years.

2. The operation and structure of the Charity is understood

3. In the compilation of this report, I have referred to the Unit's annual G1 Audit Report.

4. I have examined the AB 397 balances at the end of the audit period.

5. During the next Unit's annual assurance visit an appropriate level of sampling will be conducted on all accounts and subsidiary books.

6. The Fund operates on the accrual's basis conforming with s.42(1).

7. The accounting policies are consistent in application and appropriate to the activities of the Charity.

8. There has been no event that has had an adverse impact on the worth of the Charity subsequent to this report. No Restricted Funds are overspent.

9. Nothing further to report in addition to the comments made by the MT but the IA should comment.

10. There has been no deliberate act of misconduct in the administration of the Charity.

Independent Examiner's Signature _____

Name Maj A Asong

Date: 06/03/24

Appointment SO2 SPS 1 DRS BCT

Accounts

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

Army Form N1514
(Rev 11/09)

Unit Household Cavalry Regiment

Address Combermere Barracks, Windsor, SL4 3DN

In respect of the **WOs' & NCOs' Fund**

Charity Commission/Regulator registered number 1130647

For the period from 1 April 21 to 31 March 22

Managing Trustee(s) during the period:

From	**01 Apr 21**	**to**	**31 Mar 22**	**Name**	**Lt Col A E Gilham**

Fund Manager(s) during the period:

From	**01 Apr 21**	**to**	**19 Apr 21**	**Name**	**Capt S McWhirter**
From	**20 Apr 21**	**to**	**11 Feb 22**	**Name**	**Capt Jaworski**
From	**12 Feb 22**	**to**	**01 Mar 22**	**Name**	**Capt Wood**
From	**02 Mar 22**	**to**	**31 Mar 22**	**Name**	**Capt Jaworski**

Internal Auditor(s) during the period:

From	**01 Apr 21**	**to**	**31 Mar 22**	**Name**	**Capt S Ison**

Audit Assistants[1] (during the period):

Regimental Accountant(s) during the period:

From	**01 Apr 21**	**to**	**22 Jun 21**	**Name**	**Sgt B Mweemba**
From	**23 Jun 21**	**to**	**17 Jul 21**	**Name**	**Sgt C Gurung**
From	**18 Jul 21**	**To**	**31 Mar 22**	**Name**	**Sgt Mweemba**

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

[1] SFR Chap 5 para 0505 and Annex D to Chap 5.

1. **Principal Accounting Policies**

a. **Accounting Convention**. The financial statements are prepared under the historical cost convention as modified by the inclusion of investments at market value and in accordance with applicable accounting standards. In preparing the financial statements the charity follows best practice as set out in the Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP) 2005 (http://www.charitycommission.gov.uk/investigations/sorp/sorp05docs.asp)

b. **Incoming Resources**. Income is recognised in the period in which the charity is entitled to receipt, and the amount can be measured with reasonable certainty. Grants from other agencies including donations and other income from activities are in furtherance of the charity's objects and are part of the general funds of the charity. A restricted fund is only recognised where this is an agreed and explicit condition of the grant or donor.

c. **Intangible Income**. Due to the close collaborative relationship and the manner in which the charity's activities compliment those of the Army, intangible income, reflected in time and use of premises is not quantifiable or measurable and so is not recognised in the accounts.

d. **Resources Expended and Basis of Allocation of Costs**. Expenditure is included when incurred or exceptionally where a commitment is made which requires an accrual when payment is to be made in the subsequent accounting period. Similarly, where prepayments are made in recognition of commitments falling due in a subsequent accounting period, the appropriate credit is entered in the accounts and reversed the following year. Grants payable are included in the SOFA when approved by the Managing Trustee. Expenditure is recognised in the period in which it is incurred. The majority of costs are directly attributable to specific activities. Irrecoverable VAT is charged to the activity for which it was incurred.

e. **Governance Costs**. Governance costs are the costs of professional advice, holding trustee meetings or committee meetings associated with decision making, any fee for audit or independent examination and any fee incurred in the preparation, statutory filing, printing or copying of the annual report and accounts.

f. **Capitalisation and Depreciation of Tangible Fixed Assets**. All assets having a purchase value of more than £500 are capitalised. The cost of tangible fixed assets are written off by equal annual instalments over their expected useful lives using the following methods of depreciation:

Furniture, fixtures and equipment - Straight Line over a period of 2 to 10 years.
Motor vehicles - Straight Line over a period of 2 to 10 years.

Assets with a life of more than one year but with a purchase value of below £500 are included within the inventory but the cost is written off in the year it is incurred and is not depreciated over the useful life of the asset. Where the asset is depreciated over a period of more than 10 years, details of the item and period are to be provided following the notes on page 14.

g. **Fixed Asset Investments**. Fixed asset investments are included at market value at the balance sheet date. Any gain or loss on revaluation is shown in the Statement of Financial Activities (SOFA).

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

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

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

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

(3) Restricted Funds. These are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is to be included in the notes to the accounts.

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

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

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

The charity made the following grants/donations:

Grants to institutions

Name of institutions	Purpose	Total number of grants given	Total amount of grants paid
N/A – No grants or donations			
	Total grants to institutions	£0.00	£0.00

Grants to individuals

Purpose	Total number of grants given	Total amount of grants paid
N/A – No grants or donations		
Total	£0.00	£0.00

3. **Related Party Transactions & Remuneration and Expenses**

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

4. **Analysis of Capital Property**

	Fixtures, fittings & equipment £	Motor vehicles £	Total £
Balance b/f	£0.00	£0.00	£0.00
Purchases	£0.00	£0.00	£0.00
Sales & W/Os	£0.00	£0.00	£0.00
Depreciation	£0.00	£0.00	£0.00
Balance c/f	£0.00	£0.00	£0.00

5. **Total Value of Investments by Category**

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

Breakdown of Market Values at

Year End

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

6. **List of Debtors**

Debtor	Date of Debt	Amount
Sodexo I & E	Mar 22	£3,703.66
22 year presentations	Mar 22	£4,995.87
90 Days Mess Bills	2021-2022	683.32
	Total	£9,382.85

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

7. **List of Creditors**

Creditor	Date of Credit	Amount
Mess Bill Creditors	Jan 22	£4.25
	Total	£4.25

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

8. **Paid Employees**

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

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

	This year	Last year
Costs of generating funds	£0.00	£0.00

Charitable activities	£0.00	£0.00
Other	£0.00	£0.00
Total	**£0.00**	**£0.00**

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

9. **Governance Costs**

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

10. **Restricted/Endowment Funds**

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

Fund Name	Fund Bal B/F	Incoming Resources for period	Outgoing Resources for period	Transfers	Gains and Losses	Fund Bal C/F
Charity	£50.00	£0.00	£50.00	£0.00	£0.00	£0.00
Entertainments	£59.01	£0.00	£59.01	£0.00	£0.00	£0.00
Mess Improvement	£6,101.84	£3,094.00	£3,429.34	£0.00	£0.00	£5,766.50
Presentation Fund	£26.65	£0.00	£26.65	£0.00	£0.00	£0.00
Derby Day	£7,595.22	£10,630.00	£0.00	£0.00	£0.00	£18,225.22
Slim Fund	£3,511.08	£3,093.85	£2,120.05	£0.00	£0.00	£4,484.88
Ball	£0.00	£100.00	£35.00	£0.00	£0.00	£65.00
Attached Arms Presentation	£476.73	£1,036.00	£300.00	£0.00	£0.00	£1,212.73
Total	£17,820.53	£17,953.85	£6,020.05	£0.00	£0.00	£29,754.33

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

Name of Restricted Fund	Purpose of fund
Charity	Used to hold funds generated through charitable activity prior to donation to Service or local charity at a later date.
Entertainments	Exists to account for funds raised through Mess bills for the purpose of entertainment events or equipment.
Mess Improvement	Exists to account for funds raised through Mess bills for the purpose of maintenance or purchase of Mess property and projects/works for the improvement of the Mess facilities.
Presentation Fund	Exists to account for funds raised through Mess bills for the purpose of purchasing presentations for members on departure from the Mess/Army.
Derby Day	This fund manages all income and expenditure relating to the annual Epsom Derby Day event.
Slim Fund	Exists to account for funds raised through Mess bills for the purpose of Single Living In Mess Members
Ball	This fund manages the income and expenditure relating to annual Summer and Winter Balls, replaces Winter/Summer Ball RFs to avoid unnecessary duplication.
Attached Arms Presentation	Exists to account for funds raised through Mess bills for the purpose of purchasing presentations for Attached Arms Mess members on departure from the Mess.

11. **Heritage Assets**.

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

Silver Three Vehicle Centre Piece mounted on a triangular plinth – Valued - £31,800.00
OP TELIC 1 Picture Framed- Valued - £4,500.00
OP HERRICK 11 Picture Framed – Valued - £882.00

12. **Declarations**

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

No guarantees have been given to third parties.

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

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

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

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

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

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

The charity has no designated funds.

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

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

The charity has no intangible assets.

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

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

The charity has no subsidiary companies.

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

No internal transfers have occurred out of restricted/endowment funds.

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

Additional comments:

1. The fund is well maintained and the GPF has returned a balance of £1959.43 of income over expenditure, demonstrating the fund is in a healthy state.

2. Derby day will take place later this year and the restricted fund will continue to see an increase whilst monies are paid into the fund. Once the event has taken place any invoices will be paid and the remaining funds will endure for the next FY.

3. The SLIM fund continues to increase and I will remind the SLIM member to provide a spending plan for the fund. Now COVID restrictions have been lifted, this is likely to be used in the coming months.

Signature _____

Name Capt S Jaworski

Date: 17 May 22

Appointment WO/NCO Fund Manager

Managing Trustee's Annual Report and Comments:

Unit .....Household Cavalry Regiment.....

Address..... Ward Barracks, Bulford SP4 9NA.....

Charity name and Charity Commission/Regulator registered Number..... 1130647.....

Description of the charity's trusts

This should include:

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

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

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

Governing Document (e.g. Trust Deed, Constitution)	MOD Constitution Document dated 06 Sep 20.

Objects of the Charity	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.

Explain briefly how trustees are elected or appointed and details of any induction and trustee training attended.

Trustee selection method	Managing Trustee selected on appointment as Commanding Officer.

Trustee induction and training	The Managing Trustee has attended the Commanding Officer (Designate) Course. Fund Manager has completed the AAFM training via the DLE.

Explain about what the charity is trying to do and how it is going about it. You are only required to provide a brief summary of the main activities and achievements of the charity during the year in relation to its objects.

Summary of main activities in relation to the Charity's objects	Provision of Mess facilities and social activities to WOs & SNCOs of the HCR with a view to maintaining and promoting the moral component of fighting power, operational effectiveness and unit cohesion through a strong regimental ethos.
Summary of main achievements of the Charity during the year	Mess Ball. Remembrance Sunday. Annual Brickhanging event. Cross Brief.

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

Financial Review	The fund is healthy. The Mess contractorised with Sodexo from Sep 19. Debtors accumulated due the mess relocation from Windsor to Bulford and change of Contractor. The main sources of income to this fund are through Mess bill subscriptions.

The Managing Trustee should give in their report a description of the following policies:

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

Financial reserves policy	No financial reserves policy in place other than that the fund retains sufficient funds to meet liabilities.

Investments selection policy and performance of those investments.	None held.

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

Managing Trustee's name/trustees' names	Lt Col A Gilham has been the managing trustee throughout this period.

Serious Incidents	None.

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 Mess facilities and supporting sporting, adventurous training activities, battlefield studies, charity events and social activities. This assistance enables service personnel to face the challenges and danger associated with military service by developing and maintaining teamwork; skills; fitness; confidence, character, spirit and attitude; and morale. As a result the fund promotes the efficiency of the Armed Forces of the Crown by enhancing the British Army's capability to undertake the roles demanded of it including the defence of the United Kingdom and its interests. (I confirm that I have paid due regard to the Charity Commission of England and Wales guidance on public benefit when deciding what activities the charity should undertake, i.e. that it benefits the public in general, or a sufficient section of the public).

Additional comments *(noting any changes to the Declarations made at paragraph 12 of the Notes to the Accounts):*

1. All declarations at paragraph 12 not struck through are correct.

The fund is correctly maintained in line with SFRs and there are no areas of concern with the accounts.

The debtors for the fund have increased since the last 1514s, however this is due to the contractor not paying the I&E of £3703.66 for Mar 22. This continues to be a concern which has been raised to 1X. The 90 day debtors has decreased significantly and the FM and RA are to be commended for their work in this.

Signature

Name Lt Col A Gilham

Date: 9 Jan 22

Appointment CO Household Cavalry Regiment

Internal Auditor's Report

1. I have examined the books of account and records from which the final accounts were prepared and have obtained all the information and explanations that were necessary for the purpose of my internal audit.

2. I certify that end of period checks have been conducted in accordance with Service Funds Regulations.

3. Subject to the observations given below I am satisfied that proper books of account have been kept and that the final accounts give a true and fair view of the results of transactions over the period and of the state of the Fund's affairs as at the date of the balance sheet. Subject also to my observations, I am satisfied that cash and bank balances and stocks on hand have been properly checked at prescribed intervals and that adequate insurance exists.

4. I have stamped and signed the original books of account and the original records I have checked. All vouchers relating to this account period have been cancelled.

5. I have made the following observations whilst carrying out the internal audit:

Statement of financial activities

Total funds have not exceeded £100k and are unlikely to do so in the coming year. The income over expenditure within the GPF is £1959.43, which whilst low demonstrates the fund is correctly maintained.

Management

FM Monthly Checks. All FM checks were conducted monthly in a timely fashion.

Property Checks. No capital property is held within the fund.

Silver/Pictures Property. The property held within the Mess is heritage property and the RA should seek guidance on amending this accordingly, as advised on last years 1514s.

Investments. No investments are held within the Officers Mess.

Stock Checks. No stock is held within the Officers Mess.

Write offs. No stock held.

Licences and insurance. All appropriate licences and insurance are held for the fund, are current and in date. The insurance was paid from the incorrect G code and the Regt Acct has been appraised of which code to use for future transactions.

Income & Expenditure

The income over expenditure within the GPF is £1959.43, which whilst low demonstrates the fund is correctly maintained.

Restricted Funds

The Charity, Entertainment and Presentation Restricted funds have cleared any remaining funds and if not used during this FY, it is advised these funds closed and deleted from the fund in FY22/23.

Debtors

The overall worth of the fund compared to the % of debtors is in line with policy.

There are still mess debtors which are highlighted to the PMC each month on the audit checks by the RAO, but this has improved significantly throughout the year.

The £3703.66 debt for Sodexo is the monthly outstanding payment of the Mar 22 I&E. The contractor continues to not make payments within the contracted timeframe and 1X are aware of this.

The deleted debtor's figure of £365.16 is a legacy issue, the following comment was made on FY20/21 1514s:

The deleted debtor's figure of £365.16 does not appear on the debtors list and has only been seen when the sales account balance has been raised for the 1514s. The Regt Acct and IA have investigated the issue to resolve where the debt is from and why it has not been cleared sooner. There is no debt to clear as the S9999 code shows a £0 balance, however this is from legacy transactions prior to 2015 and neither the IA or RA are able to identify why it is shown on the Sales Account Print. It is requested 1X offer advice into this issue.

Advice was sought from 1X, 3XX and PAXTON, at present no one can advise why this figure continues to appear.

Creditors

Current figure of £4.25 in relation to past Mess Members who have not cleared from the Regiment correctly. This is recorded by the IA on monthly checks, highlighted to the FM and the PMC. The RA should be commended for their work in this matter and has reduced the creditors substantially. The IA recommends the remaining monies is donated to charity voted in at the next mess meeting.

Signature _____

Name Capt S Ison

Date: 10/5/2022

Appointment Internal Auditor

Comd/SO2 SPS – Independent Examiner's Report on the Accounts, and Comments

Respective Responsibilities of Trustees and Examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to:

a. Examine the accounts (under section 43(3)(a) of the Act).

b. Follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act).

c. State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention (other than that disclosed overleaf*):

a. Which gives me reasonable cause to believe that in any material respect the requirements have not been met:

(1) To keep accounting records in accordance with section 41 of the 1993 Act:

(2) To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act:

b. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Delete as applicable.

Comd/SO2 SPS – Independent Examiner's Report on the Accounts, and Comments for Household Cavalry Regiment – WOs' & NCOs Fund

Disclosure Section (Only to be completed if the examiner needs to highlight material problems/discrepancies)

Give here brief details of any items that the examiner wishes to disclose:

1. The balance sheet details the debtors figure to be £9382.85 however the sales account balance list details a figure of £9748.01. This is to be investigated, the original clearance and booking checked and corrected so that both figures match.

2. On the notes to account for the managing trustee the Fund Managers Course completion date should be inserted into "trustee induction and training" box. The course should have been completed on the DLE and a copy of the certificate retained by the Regimental Accountant.

3. The IA has commented that the total funds haven't exceeded £100K which is incorrect. The fund total is £108,142.23. The fund now needs to be registered with the CC.

4. The FM/MT and IA comments are acknowledged and are thanked for being comprehensive.

Comd/SO2 SPS Comments

1. I have reviewed the Fund's income over the last 3 Audit Periods and its genuine income has not exceeded £250,000 in any of these years.

2. The operation and structure of the Charity is understood

3. In the compilation of this report, I have referred to the Unit's annual G1 Audit Report.

4. I have examined the AB 397 balances at the end of the audit period.

5. During the next Unit's annual assurance visit an appropriate level of sampling will be conducted on all accounts and subsidiary books.

6. The Fund operates on the accrual's basis conforming with s.42(1).

7. . The accounting policies are consistent in application and appropriate to the activities of the Charity.

8. There has been no event that has had an adverse impact on the worth of the Charity subsequent to this report. No Restricted Funds are overspent.

9. Nothing further to report in addition to the comments made by the MT but the IA should comment.

10. There has been no deliberate act of misconduct in the administration of the Charity.

Independent Examiner's Signature _____

Name Maj D Hurst

Date: 03/01/23 Appointment SO2 SPS 1 DRS BCT

Statement of Financial Activities as at 31/03/2022

Paxton+

Printed: 31/03/2022

Household Cavalry Regiment

WOS AND NCOS MESS

	Unrestricted/ Designated/GPF Funds	Restricted Funds	Endowment Funds	Total Funds	Previous Period Total Funds
Incoming Resources					
Voluntary Income	140.72	0.00	0.00	140.72	515.42
Activities for Generating Funds	0.00	0.00	0.00	0.00	0.00
Investment Income	0.00	0.00	0.00	0.00	0.00
Income Resources from Charitable Activities	4,002.58	17,953.85	0.00	21,956.43	6,273.37
Other Incoming Resources	33,448.91	0.00	0.00	33,448.91	33,595.56
Total Incoming Resources	**37,592.21**	**17,953.85**	**0.00**	**55,546.06**	**40,384.35**
Resources Expended Cost of Generating Funds					
Investment Management Costs	0.00	0.00	0.00	0.00	0.00
Costs of Generating Funds	0.00	0.00	0.00	0.00	0.00
Charitable Activities	1,500.96	6,020.05	0.00	7,521.01	10,545.31
Governance Costs	0.00	0.00	0.00	0.00	9.12
Grants and Donations	0.00	0.00	0.00	0.00	0.00
Other Costs	34,131.82	0.00	0.00	34,131.82	20,361.73
Total Resources Expended	**35,632.78**	**6,020.05**	**0.00**	**41,652.83**	**30,916.16**
Net Incoming/Outgoing Resources Before Transfers	**1,959.43**	**11,933.80**	**0.00**	**13,893.23**	**9,468.19**
Transfers					
Gross transfers between funds (internal transfers)	0.00	0.00	0.00	0.00	0.00
Net Incoming resources before holding gains and losses	**1,959.43**	**11,933.80**	**0.00**	**13,893.23**	**9,468.19**
Holding Gains/Losses					
Gains on revaluation of the charity's fixed assets	0.00	0.00	0.00	0.00	0.00
Unrealised Gains/Losses on investment assets	0.00	0.00	0.00	0.00	0.00
Net Movement in Funds	**1,959.43**	**11,933.80**	**0.00**	**13,893.23**	**9,468.19**
Reconciliation of Funds					
Total funds brought forward from previous year	**76,428.47**	**17,820.53**	**0.00**	**94,249.00**	
Total funds carried forward	**78,387.90**	**29,754.33**	**0.00**	**108,142.23**	

Household Cavalry Regiment **WOS AND NCOS MESS**

March 2022

End of last year		Balance	
	Fixed Assets		
31,800.00	SILVER PROPERTY	31,800.00	
5,382.00	PICTURES PROPERTY	5,382.00	
0.00	CAPITAL PROPERTY	0.00	
37,182.00	Total Fixed Assets		37,182.00
	Current Assets		
52,977.02	BANK ACCOUNT	61,581.63	
4,345.89	DEBTORS	9,382.85	
57,322.91	Total Current Assets		70,964.48
94,504.91	Total Assets		108,146.48
	Liabilities		
255.91	CREDITORS	4.25	
0.00	DO NOT USE	0.00	
(255.91)	Total Liabilities		(4.25)
94,249.00	Total Assets Minus Liabilities		108,142.23
	Total Funds		
17,820.53	Total Restricted Funds	29,754.33	
0.00	Total Endowment Funds	0.00	
0.00	Total Designated Funds	0.00	
76,428.47	Accumulated Trading & GPF	78,387.90	
94,249.00	Total Funds		108,142.23

End of last year		Balance	
	Funds Analysis		
	Designated Funds		
0.00			0.00
	Restricted Funds		
50.00	CHARITY	0.00	
59.01	ENTERTAINMENTS	0.00	
6,101.84	MESS IMPROVEMENTS	5,766.50	
26.65	PRESENTATION FUND	0.00	
7,595.22	DERBY DAY	18,225.22	
3,511.08	SLIM FUND	4,484.88	
0.00	BALL	65.00	
476.73	ATTACHED ARMS PRESENTATIONS	1,212.73	
17,820.53			29,754.33
	Endowment Funds		
0.00			0.00
	Trading and General Purpose Funds		
0.00	Trading surplus	0.00	
0.00	Non Primary Purpose trading surplus	0.00	
13,855.59	General Purpose Fund surplus	1,959.43	
13,855.59	Trading & GPF surplus		1,959.43
62,572.88	Balance at last balance sheet		76,428.47
76,428.47	Accumulated Trading & GPF		78,387.90
94,249.00	Grand total		108,142.23

Signature of A/C Holder/Fund Manager

Date 17 May 22

Signature of Managing Trustee

Date 9 Jun 22

Accounts

Managing Trustee's Report, Internal Audit Board Report and Independent Examiner's Report (SORP 2005 compliant) **Regimental Accountant Scheme** (Rev 11/09)

Unit Household Cavalry Regiment

Address Wing Barracks, Bulford, SP4 9NA

In respect of the **WOs' & NCOs' Fund**

Charity Commission/Regulator registered number 1130647

For the period from 1 April 20 to 31 March 21

Managing Trustee(s) during the period:

From	1 Apr 20	to	26 Jul 20	Name	Lt Col MSP Berry LG
From	27 Jul 20	to	31 Mar 21	Name	Lt Col A E Gilham

Fund Manager(s) during the period:

From	15 Mar 20	to	23 Feb 21	Name	Capt S McWhirter
From	24 Feb 21	to	22 Mar 21	Name	Capt Robson
From	23 Mar 21	to	31 Apr 21	Name	Capt S McWhirter

Internal Auditor(s) during the period:

From	1 Apr 20	to	31 Mar 21	Name	Capt S Ison

Audit Assistants[1] (during the period):

Regimental Accountant(s) during the period:

From	1 Apr 20	to	23 Jun 20	Name	Sgt B Mweemba
From	24 Jun 20	to	19 Jul 20	Name	Capt Prince-Wish
From	20 Jul 20	to	31 Mar 21	Name	Sgt B Mweemba

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

[1] SFR Chap 5 para 0505 and Annex D to Chap 5.

a. **Accounting Convention**. The financial statements are prepared under the historical cost convention as modified by the inclusion of investments at market value and in accordance with applicable accounting standards. In preparing the financial statements the charity follows best practice as set out in the Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP) 2005 (http://www.charitycommission.gov.uk/investigations/sorp/sorp05docs.asp)

b. **Incoming Resources**. Income is recognised in the period in which the charity is entitled to receipt, and the amount can be measured with reasonable certainty. Grants from other agencies including donations and other income from activities are in furtherance of the charity's objects and are part of the general funds of the charity. A restricted fund is only recognised where this is an agreed and explicit condition of the grant or donor.

c. **Intangible Income**. Due to the close collaborative relationship and the manner in which the charity's activities compliment those of the Army, intangible income, reflected in time and use of premises is not quantifiable or measurable and so is not recognised in the accounts.

d. **Resources Expended and Basis of Allocation of Costs**. Expenditure is included when incurred or exceptionally where a commitment is made which requires an accrual when payment is to be made in the subsequent accounting period. Similarly, where prepayments are made in recognition of commitments falling due in a subsequent accounting period, the appropriate credit is entered in the accounts and reversed the following year. Grants payable are included in the SOFA when approved by the Managing Trustee. Expenditure is recognised in the period in which it is incurred. The majority of costs are directly attributable to specific activities. Irrecoverable VAT is charged to the activity for which it was incurred.

e. **Governance Costs**. Governance costs are the costs of professional advice, holding trustee meetings or committee meetings associated with decision making, any fee for audit or independent examination and any fee incurred in the preparation, statutory filing, printing or copying of the annual report and accounts.

f. **Capitalisation and Depreciation of Tangible Fixed Assets**. All assets having a purchase value of more than £500 are capitalised. The cost of tangible fixed assets are written off by equal annual instalments over their expected useful lives using the following methods of depreciation:

Furniture, fixtures and equipment - Straight Line over a period of 2 to 10 years.
Motor vehicles - Straight Line over a period of 2 to 10 years.

Assets with a life of more than one year but with a purchase value of below £500 are included within the inventory but the cost is written off in the year it is incurred and is not depreciated over the useful life of the asset. Where the asset is depreciated over a period of more than 10 years, details of the item and period are to be provided following the notes on page 14.

g. **Fixed Asset Investments**. Fixed asset investments are included at market value at the balance sheet date. Any gain or loss on revaluation is shown in the Statement of Financial Activities (SOFA).

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

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

(1) General Purpose/Unrestricted /Designated Funds. These are funds that can be used in accordance with the charitable objects at the discretion of the Managing Trustee.

particular purpose by the Managing Trustee and are to be declared in the Managing Trustees comments in accordance with Para 12 to these notes stating what they are intended to be used for and when.

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

(3) Restricted Funds. These are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is to be included in the notes to the accounts.

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

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

The charity made the following grants/donations:

Grants to institutions

Name of institutions	Purpose	Total number of grants given	Total amount of grants paid
No grants or donations			
	Total grants to institutions	£0.00	£0.00

Grants to individuals

Purpose	Total number of grants given	Total amount of grants paid
No grants or donations		
Total	£0.00	£0.00

3. Related Party Transactions & Remuneration and Expenses

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

4. Analysis of Capital Property

	Fixtures, fittings & equipment £	Motor vehicles £	Total £
Balance b/f	£0.00	£0.00	£0.00
Purchases	£0.00	£0.00	£0.00
Sales & W/Os	£0.00	£0.00	£0.00
Depreciation	£0.00	£0.00	£0.00
Balance c/f	£0.00	£0.00	£0.00

5. Total Value of Investments by Category

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

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

6. **List of Debtors**

Debtor	Date of Debt	Amount
Sodexo I & E	Feb 21	£3,381.81
90 Days Mess Bills	2019-2021	£964.08
	Total	£4,345.89

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

7. **List of Creditors**

Creditor	Date of Credit	Amount
Mess Bill Creditors	2019-2021	£255.91
	Total	£255.91

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

8. **Paid Employees**

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

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

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

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

9. **Governance Costs**

Audit or independent examination fee	**£0.00**	**£0.00**

10. **Restricted/Endowment Funds**

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

Fund Name	Fund Bal B/F	Incoming Resources for period	Outgoing Resources for period	Transfers	Gains and Losses	Fund Bal C/F
Charity	£118.80	£0.00	£68.80	£0.00	£0.00	£50.00
Entertainments	£59.01	£0.00	£0.00	£0.00	£0.00	£59.01
Mess Improvement	£3,463.84	£2,938.00	£300.00	£0.00	£0.00	£6,101.84
Presentation Fund	£26.65	£0.00	£0.00	£0.00	£0.00	£26.65
Derby Day	£7,595.22	£0.00	£0.00	£0.00	£0.00	£7,595.22
Slim Fund	£1,216.08	£2,475.00	£180.00	£0.00	£0.00	£3,511.08
Ball	£9,212.60	£0.00	£9,212.60	£0.00	£0.00	£0.00
Attached Arms Presentation	£515.73	£0.00	£39.00	£0.00	£0.00	£476.73
Total	£22,207.93	£5,413.00	£9,800.40	£0.00	£0.00	£17,820.53

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

Name of Restricted Fund	Purpose of fund
Charity	Used to hold funds generated through charitable activity prior to donation to Service or local charity at a later date.
Entertainments	Exists to account for funds raised through Mess bills for the purpose of entertainment events or equipment.
Mess Improvement	Exists to account for funds raised through Mess bills for the purpose of maintenance or purchase of Mess property and projects/works for the improvement of the Mess facilities.
Presentation Fund	Exists to account for funds raised through Mess bills for the purpose of purchasing presentations for members on departure from the Mess/Army.
Derby Day	This fund manages all income and expenditure relating to the annual Epsom Derby Day event.
Slim Fund	Exists to account for funds raised through Mess bills for the purpose of Single Living In Mess Members
Ball	This fund manages the income and expenditure relating to annual Summer and Winter Balls, replaces Winter/Summer Ball RFs to avoid unnecessary duplication.
Attached Arms Presentation	Exists to account for funds raised through Mess bills for the purpose of purchasing presentations for Attached Arms Mess members on departure from the Mess.

11. **Heritage Assets.**

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

Silver Three Vehicle Centre Piece mounted on a plinth & a silver horse – Valued at £31,800.00
OP TELIC 1 Picture Framed – Valued at £4,500.00
OP HERRICK 11 Picture Framed – Valued at £882.00

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

No guarantees have been given to third parties.

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

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

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

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

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

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

The charity has no designated funds.

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

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

The charity has no intangible assets.

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

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

The charity has no subsidiary companies.

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

No internal transfers have occurred out of restricted/endowment funds.

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

The GPF has returned a balance of income over expenditure (£13,855.59) during this period. Subscriptions have generated a large income and are sufficient to maintain the fund in a healthy state.

There has been minimal social events held in the Mess during this year due to COVID and the need to disperse the force for several months. This has also seen key events, Derby Day cancelled and it is unlikely this event will occur until 2022.

The Mess was unable to hold a Christmas function and voted to purchase gifts for all mess members, utilising the Restricted Ball fund and additional funding from GPF.

Signature

Name Capt S McWhirter

Date: 05 May 2021

Appointment WO/NCO Fund Manager

Unit .....Household Cavalry Regiment.....

Address..... Ward Barracks, Bulford SP4 9NA.....

Charity name and Charity Commission/Regulator registered Number..... 1130647.....

Description of the charity's trusts

This should include:

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

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

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

Governing Document (e.g. Trust Deed, Constitution)	MOD Constitution Document dated 29 Jul 20.

Objects of the Charity	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.

Explain briefly how trustees are elected or appointed and details of any induction and trustee training attended.

Trustee selection method	Managing Trustee selected on appointment as Commanding Officer.

Trustee induction and training	The Managing Trustee has attended the Commanding Officer (Designate) Course. Fund Manager has completed the AAFM training via the DLE.

Explain about what the charity is trying to do and how it is going about it. You are only required to provide a brief summary of the main activities and achievements of the charity during the year in relation to its objects.

Summary of main activities in relation to the Charity's objects	Provision of Mess facilities and social activities to WOs & SNCOs of the HCR with a view to maintaining and promoting the moral component of fighting power, operational effectiveness and unit cohesion through a strong regimental ethos.
Summary of main achievements of the Charity during the year	Due to COVID there have been minimal social functions in the Mess. The mess has used funding to purchase gifts for all members, which enables the promotion of the moral component.

income.

Financial Review	The fund is has been well maintained throughout the FY and the main sources of income to this fund are through Mess bill subscriptions.

The Managing Trustee should give in their report a description of the following policies:

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

Financial reserves policy	No financial reserves policy in place other than that the fund retains sufficient funds to meet liabilities.

Investments selection policy and performance of those investments.	None held.

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

Managing Trustee's name/trustees' names	Lt Col A E Gilham has been the managing trustee throughout this period.

Serious Incidents	None.

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 Mess facilities and supporting sporting, adventurous training activities, battlefield studies, charity events and social activities. This assistance enables service personnel to face the challenges and danger associated with military service by developing and maintaining teamwork; skills; fitness; confidence, character, spirit and attitude; and morale. As a result the fund promotes the efficiency of the Armed Forces of the Crown by enhancing the British Army's capability to undertake the roles demanded of it including the defence of the United Kingdom and its interests. (I confirm that I have paid due regard to the Charity Commission of England and Wales guidance on public benefit when deciding what activities the charity should undertake, i.e. that it benefits the public in general, or a sufficient section of the public).

Additional comments *(noting any changes to the Declarations made at paragraph 12 of the Notes to the Accounts):*

1. All declarations at paragraph 12 not struck through are correct.

The debtors for the fund has been reduced by over half since the last FY and two thirds of the current debt is a Sodexo I&E for March. The FM/RA have continued to monitor this throughout the year and have produced good results.

Signature _____

Name Lt Col A E Gilham

Date: 07 May 2021

Appointment CO Household Cavalry Regiment

1. I have examined the books of account and records from which the final accounts were prepared and have obtained all the information and explanations that were necessary for the purpose of my internal audit.

2. I certify that end of period checks have been conducted in accordance with Service Funds Regulations.

3. Subject to the observations given below I am satisfied that proper books of account have been kept and that the final accounts give a true and fair view of the results of transactions over the period and of the state of the Fund's affairs as at the date of the balance sheet. Subject also to my observations, I am satisfied that cash and bank balances and stocks on hand have been properly checked at prescribed intervals and that adequate insurance exists.

4. I have stamped and signed the original books of account and the original records I have checked.

All vouchers relating to this account period have been cancelled.

5. I have made the following observations whilst carrying out the internal audit:

Statement of financial activities

Total funds has not exceeded £100k and are unlikely to do so in the coming year. The income to the fund versus the expenditure was £13,855.59, which has increased over 2/3rds. This is due to lack of expenditure due to COVID and should not be seen as a trend in accounting.

Management

FM Monthly Checks. All FM checks were conducted monthly in a timely fashion.

Property Checks. No capital property is held within the fund.

Silver/Pictures Property. The property held within the Mess is heritage property and the RA should seek guidance on amending this accordingly.

Investments. No investments are held within the Officers Mess.

Stock Checks. No stock is held within the Officers Mess.

Write offs. No stock held.

Licences and insurance. All appropriate licences and insurance are held for the fund, are current and in date.

Income & Expenditure

The GPF has increased by £13,855.59 for this financial year. This is due to lack of expenditure due to COVID and should not be seen as a trend in accounting.

Restricted Funds

There has been no movement in the Entertainment or Presentation restricted funds, this is likely due to the lack of social aspects of mess life this FY. It is advised these funds are monitored and utilised correctly during the next FY,if not used it is recommended they are disbanded.

The lack of movement in the Derby day fund is due to the event being cancelled in 2020, it will now be rescheduled for 2022. The fund will remain as the funds will be used in 2022.

is in deficit, as seen on the balance sheet.

Debtors

The overall worth of the fund compared to the % of debtors is in line with policy.

There are still mess debtors which are highlighted to the PMC each month on the audit checks by the RAO, but this has improved significantly throughout the year.

The £3,381.81 debt for Sodexo is the monthly outstanding payment of the Mar 21 I&E, which is a regular occurrence and is reported to 1X SPS Branch on a monthly return highlighting that Sodexho are not making payments to the account within the 15 day window as agreed in the contract.

The deleted debtors figure of £365.16 does not appear on the debtors list and has only been seen when the sales account balance has been raised for the 1514s. The Regt Acct and IA have investigated the issue to resolve where the debt is from and why it has not been cleared sooner, There is no debt to clear as the S9999 code shows a £0 balance, however this is from legacy transactions prior to 2015 and neither the IA or RA are able to identify why it is shown on the Sales Account Print. It is requested 1X offer advice into this issue.

Creditors

Current figure of £255.91 is in relation to past Mess Members who have not cleared from the Regiment correctly. This is recorded by the IA on monthly checks, highlighted this to the FM and the PMC. The RA has made every effort to refund the money to those owed ex-members, however the remaining ex-members have failed to engage. The IA recommends the monies is donated to charity voted in at the next mess meeting.

Signature

Name Capt S Ison

Date: 07/05/2021

Appointment Internal Auditor

Respective Responsibilities of Trustees and Examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to:

a. Examine the accounts (under section 43(3)(a) of the Act).

b. Follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act).

c. State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention (other than that disclosed overleaf*):

a. Which gives me reasonable cause to believe that in any material respect the requirements have not been met:

(1) To keep accounting records in accordance with section 41 of the 1993 Act:

(2) To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act:

b. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Delete as applicable.

Respective Responsibilities of Trustees and Examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to:

a. Examine the accounts (under section 43(3)(a) of the Act).

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c. State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention (other than that disclosed overleaf*):

a. Which gives me reasonable cause to believe that in any material respect the requirements have not been met:

(1) To keep accounting records in accordance with section 41 of the 1993 Act:

(2) To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act:

b. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Delete as applicable.

Comd/SO2 SPS – Independent Examiner's Report on the Accounts, and Comments

Disclosure Section (Only to be completed if the examiner needs to highlight material problems/discrepancies)

Give here brief details of any items that the examiner wishes to disclose

Comd/SO2 SPS Comments

- Good work on debtors but more to be done on aged debtors

Independent Examiner's Signature

Name Maj W Hodgson

Date: 19 May 21.

Appointment SO2 G1 - 1 Armd Inf Bde

HOUSEHOLD CAVALRY REGIMENT

Printed: 31/03/2021
WOS AND NCOS MESS

March 2021

End of last year		Balance	
	Fixed Assets		
22,000.00	SILVER PROPERTY	31,800.00	
5,382.00	PICTURES PROPERTY	5,382.00	
0.00	CAPITAL PROPERTY	0.00	
27,382.00	Total Fixed Assets		37,182.00
	Current Assets		
51,049.08	BANK ACCOUNT	52,977.02	
10,234.31	DEBTORS	4,345.89	
61,283.39	Total Current Assets		57,322.91
88,665.39	Total Assets		94,504.91
	Liabilities		
3,884.58	CREDITORS	255.91	
0.00	DO NOT USE	0.00	
(3,884.58)	Total Liabilities		(255.91)
84,780.81	Total Assets Minus Liabilities		94,249.00
	Total Funds		
22,207.93	Total Restricted Funds	17,820.53	
0.00	Total Endowment Funds	0.00	
0.00	Total Designated Funds	0.00	
62,572.88	Accumulated Trading & GPF	76,428.47	
84,780.81	Total Funds		94,249.00

End of last year		Balance	
	Funds Analysis		
	Designated Funds		
0.00			0.00
	Restricted Funds		
118.80	CHARITY	50.00	
59.01	ENTERTAINMENTS	59.01	
3,463.84	MESS IMPROVEMENTS	6,101.84	
26.65	PRESENTATION FUND	26.65	
7,595.22	DERBY DAY	7,595.22	
1,216.08	SLIM FUND	3,511.08	
9,212.60	BALL	0.00	
515.73	ATTACHED ARMS PRESENTATIONS	476.73	
22,207.93			17,820.53
	Endowment Funds		
0.00			0.00
	Trading and General Purpose Funds		
0.00	Trading surplus	0.00	
0.00	Non Primary Purpose trading surplus	0.00	
4,327.35	General Purpose Fund surplus	13,855.59	
4,327.35	Trading & GPF surplus		13,855.59
58,245.53	Balance at last balance sheet		62,572.88
62,572.88	Accumulated Trading & GPF		76,428.47
84,780.81	Grand total		94,249.00

Signature of A/C Holder/Fund Manager

Date ----------

Signature of Managing Trustee

Date ----------

HOUSEHOLD CAVALRY REGIMENT — **WOS AND NCOS MESS**

	Unrestricted/ Designated/GPF Funds	Restricted Funds	Endowment Funds	Total Funds	Previous Period Total Funds
Incoming Resources					
Voluntary Income	515.42	0.00	0.00	515.42	1,831.00
Activities for Generating Funds	0.00	0.00	0.00	0.00	1,260.00
Investment Income	0.00	0.00	0.00	0.00	785.00
Income Resources from Charitable Activities	860.37	5,413.00	0.00	6,273.37	18,469.93
Other Incoming Resources	33,595.56	0.00	0.00	33,595.56	19,846.44
Total Incoming Resources	**34,971.35**	**5,413.00**	**0.00**	**40,384.35**	**42,192.37**
Resources Expended Cost of Generating Funds					
Investment Management Costs	0.00	0.00	0.00	0.00	0.00
Costs of Generating Funds	0.00	0.00	0.00	0.00	1,481.15
Charitable Activities	744.91	9,800.40	0.00	10,545.31	4,240.59
Governance Costs	9.12	0.00	0.00	9.12	14.64
Grants and Donations	0.00	0.00	0.00	0.00	0.00
Other Costs	20,361.73	0.00	0.00	20,361.73	22,558.62
Total Resources Expended	**21,115.76**	**9,800.40**	**0.00**	**30,916.16**	**28,295.00**
Net Incoming/Outgoing Resources Before Transfers	**13,855.59**	**-4,387.40**	**0.00**	**9,468.19**	**13,897.37**
Transfers					
Gross transfers between funds (internal transfers)	0.00	0.00	0.00	0.00	0.00
Net Incoming resources before holding gains and losses	**13,855.59**	**-4,387.40**	**0.00**	**9,468.19**	**13,897.37**
Holding Gains/Losses					
Gains on revaluation of the charity's fixed assets	0.00	0.00	0.00	0.00	0.00
Unrealised Gains/Losses on investment assets	0.00	0.00	0.00	0.00	0.00
Net Movement in Funds	**13,855.59**	**-4,387.40**	**0.00**	**9,468.19**	**13,897.37**
Reconciliation of Funds					
Total funds brought forward from previous year	**62,572.88**	**22,207.93**	**0.00**	**84,780.81**	
Total funds carried forward	**76,428.47**	**17,820.53**	**0.00**	**94,249.00**	