

***THE CENTRAL AMENITIES FUND***

***HMS RALEIGH***

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**For Period**

**1 December 2020 to 30 November 2021**

**Registered Charity No. 1132053**

## Trustees' Annual Report and Comments

Central Amenities Fund  
HMS RALEIGH

Charity Registered No:	1132053
Covering the Accounting Year:	1 December 2020 to 30 November 2021
Address:	HMS RALEIGH Torpoint E Cornwall PL12 2PD
Governing Document:	Constitution
Objects:	Promotion of the Military Efficiency and Operational Effectiveness of the Armed Forces by the provision of Amenities to Service personnel serving in Her Majesty's Ship Raleigh.
Trustee:	Captain S Nielsen OBE Royal Navy
Trustee selection method:	Appointed as such by the Naval Secretary.
Bankers	Lloyds TSB Royal Parade Plymouth
Independent Examiner:	P A Nicholls MAAT MBE 5 Nursery Road Havant Hants PO9 3BG
Activities and achievements	To have resources available for expenditure on improvements to the quality of life and the engenderment of esprit de corps. The fund continued to support sporting and leisure activities and provide a central bank for a number of Service and other funds.
Financial Review:	<p>The fund had gained £32.5K over the year. There were three main reasons:</p> <ul style="list-style-type: none"><li>• £11K share from Raleigh Enterprises.</li><li>• £17K gains in the market value of investments.</li><li>• Reduction in grant expenditure.</li></ul> <p>The fund was worth £716K. It held £175.5K in readily accessible bank and deposits accounts which easily covered liabilities to other funds and creditors totalling £70.8K.</p>

Investment Selection Policy\;	£250K was invested in a variety of investments, mainly medium risk, managed by Hansford Bell.
Financial Reserves Policy:	The Trustee has considered the level of reserves to retain, appropriate to the charity's needs. These are set at £260K to £300K and are held in investments. This will allow the fund to continue for twelve months without income and also to fund capital projects. The Trustee aims to ensure that the charity will be able to fulfil its charitable objectives even if there is a temporary shortfall in income and unexpected expenditure. The Trustee will endeavour not to set aside funds unnecessarily.
Grant Policy:	Grants are paid for capital projects to enhance amenities and small grants are paid to individuals to support sporting activities.
Risk Assessment:	The Trustee reviews the major risks to which the charity is exposed, and systems have been established to manage those risks and believes that by maintaining the free reserves stated it would provide sufficient resources in the event of adverse conditions.
Public Benefit Statement	<p>This fund provides public benefit by assisting Service personnel to more effectively perform their roles within the Armed Forces of the Crown. It does this by providing and supporting leisure and sporting amenities. This assistance enables Service personnel to face the challenges and danger associated with military service by developing and maintaining teamwork, spirit and attitude, and morale. As a result, the fund promotes the efficiency of the Armed Forces of the Crown by enhancing the Royal Navy's and Royal Marines' capability to undertake the roles demanded of it including the defence of the United Kingdom and its interests.</p> <p>I confirm that I have paid due regard to the Charity Commission of England and Wales's guidance on public benefit when deciding what activities the charity should undertake.</p>

Declaration:

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

Signature

*Signed on Original*

Name	Captain S Nielsen OBE Royal Navy.
Appointment	Commanding Officer and Sole Managing Trustee
Date	22 January 2022

## **Independent Examiner's Report to the Trustee of the Central Amenities Fund HMS Raleigh.**

I report on the accounts of the Charity for the year ended 30 November 2021 which are set out in pages 1 to 7 and accompanying notes.

### **Respective responsibilities of trustees and examiner**

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

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

### **Basis of independent examiner's report**

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

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention

- (1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act, and
  - to prepare accounts that accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met, or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*Signed on Original*

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

22 January 2022

# HMS RALEIGH CENTRAL AMENITIES FUND

Registered Charity No 1132053

## BALANCE SHEET

30-Nov-21

Fixed Assets	Notes		30-Nov-20
Gutter Tor		£ 500,000.00	£ 500,000.00
Property	7	£ 47,200.00	£ 52,100.00
Fidelity Funds Network	2	<u>£ 298,284.79</u>	<u>£ 278,562.18</u>
Total Fixed Assets		£ 845,484.79	£ 830,662.18
<b>Current Assets</b>			
Debtors & Prepayments	8	£ 15,562.82	£ 28,604.00
Virgin Money Deposit		£ 57,747.36	£ 57,637.17
Bank Accounts		£ 117,784.81	£ 89,343.58
Cash		<u>£ 204.97</u>	<u>£ 1,449.62</u>
		£ 191,299.96	£ 177,034.37
<b>Current Liabilities</b>			
Creditors	9,9A,9B,9C	<u>£ 70,771.56</u>	<u>£ 74,215.50</u>
Net Current Assets (Liabilities)		£ 120,528.40	£ 102,818.87
<b>Long Term Liability</b>			
Nuffield Trust	9D	£ (250,000.00)	£ (250,000.00)
<b>Total Net Assets</b>		<u><u>£ 716,013.19</u></u>	<u><u>£ 683,481.05</u></u>

Approved on 22 January 2022

*Signed on Original*  
Captain S Neilsen OBE Royal Navy  
Sole Managing Trustee

# HMS RALEIGH CENTRAL AMENITIES FUND

## STATEMENT OF FINANCIAL ACTIVITIES

		2021	2020
<b>Income</b>	Notes		
Voluntary Income		£ 13,322.47	£ 22,050.70
Charitable Activities		£ 57,705.00	£ 45,049.29
Other Trading Activities		£ 2,577.40	£ 8,841.20
Investment Income		£ 2,745.80	£ 6,494.42
Other income		<u>£ 5,449.00</u>	<u>£ 2,815.95</u>
Total Income	3	<u>£ 81,799.67</u>	<u>£ 85,251.56</u>
<b>Expenditure</b>			
Raising Funds		£ 6,402.02	£ 8,452.90
Charitable Activities		£ 52,263.32	£ 47,337.67
Other Costs		<u>£ 7,579.00</u>	<u>£ 10,185.95</u>
Total Expenditure	4	<u>£ 66,244.34</u>	<u>£ 65,976.52</u>
Net income/(Expenditure)		£ 15,555.33	£ 19,275.04
Gain on Investments		£ 16,976.81	£ 1,859.80
Take Gig onto CAF Property		<u>£ -</u>	<u>£ 13,000.00</u>
Net Movement of Funds		<u>£ 32,532.14</u>	<u>£ 34,134.84</u>
 Total Funds brought forward 1 Dec 20		£ 683,481.05	£ 649,346.21
Net Movement of Funds		£ 32,532.14	£ 34,134.84
Total Funds carried forward 30 Nov 21		<u>£ 716,013.19</u>	<u>£ 683,481.05</u>

## HMS RALEIGH CENTRAL AMENITIES FUND

### Notes to the Accounts dated 30 Nov 2021

#### Note 1 - Accounting policies

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

##### Incoming resources

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

##### Expenditure and liabilities

a. Liabilities are recognised as soon as there is a legal or constructive obligation committing the CAF to the expenditure.

##### Assets

- a. Tangible fixed assets are capitalised if they can be used for more than one year and cost at least £50. They are valued at cost or a reasonable value on receipt. The CAF does not have a policy of revaluation. Depreciation is straight line and over the estimated life of the item.
- b. Stocks are valued at the lower of cost or market value.

#### Note 2 - Investments

investments are held in Fidelity Fund Investments

Purchases	Dec-17	£ 150,000.00
	Feb-18	£ 100,000.00
		<u>£ 250,000.00</u>
Value at 30 Nov 20		£ 278,562.18
Accumulating Dividends		£ 2,745.80
Gain on Revaluation		£ 16,976.81
Value at 31 Oct 21		<u><u>£ 298,284.79</u></u>

### Note 3 - Income (General Fund & Designated Funds)

	<u>2021</u>	<u>2020</u>
<i>Voluntary Income</i>		
Excess Income	£ -	£ 1,848.71
Raleigh Enterprises	£ 11,000.00	£ 11,740.00
Medical Centre	£ -	£ 154.00
Lost & Found/Chaplaincy	£ -	£ 190.22
Grants/Donations	<u>£ 2,322.47</u>	<u>£ 8,117.77</u>
	£ 13,322.47	£ 22,050.70
<i>Charitable Activities</i>		
Gutter Tor	£ 46,640.00	£ 37,360.00
Sports Income	£ -	£ 224.29
Caravan	<u>£ 11,065.00</u>	<u>£ 7,465.00</u>
	£ 57,705.00	£ 45,049.29
<i>Other Trading Activities</i>		
B&B Booklet	£ -	£ 2,740.00
Raleigh Cinema	£ 214.00	£ 1,080.00
Car Wash	£ 153.40	£ 241.20
Dog Passes	£ 2,110.00	£ 2,925.00
Recreation Passes	<u>£ 100.00</u>	<u>£ 1,855.00</u>
	£ 2,577.40	£ 8,841.20
<i>Investment Income</i>		
Interest/investment income	£ -	£ 447.80
Dividend Income	<u>£ 2,745.80</u>	<u>£ 6,046.62</u>
	£ 2,745.80	£ 6,494.42
<i>Other Income (As Agent)</i>		
Passing Out Parades	<u>£ 5,449.00</u>	<u>£ 2,815.95</u>
Total Income	<u><u>£ 81,799.67</u></u>	<u><u>£ 85,251.56</u></u>



#### Note 4 - Expenditure

	<u>2021</u>	<u>2020</u>
<i>Raising Funds</i>		
Caravan	£ 6,129.82	£ 8,288.62
Car Wash	£ 262.20	£ 72.78
Dog Passes	<u>£ 10.00</u>	<u>£ 91.50</u>
	£ 6,402.02	£ 8,452.90
<i>Charitable Activities</i>		
Operating Costs		
Grants - Chaplaincy	£ 1,800.00	£ -
Grants - Individuals	£ -	£ 1,000.00
Grants - Socials	£ 270.00	£ 1,075.00
Grants - Field Gun	£ -	£ 500.00
Grants - Op Yule	£ -	£ 2,191.91
Grants - Op Leave	£ -	£ 5,808.09
Cinema	£ -	£ 5,400.00
Gutter Tor	£ 33,962.15	£ 14,997.60
Roebuck Theatre	£ 693.67	£ 694.34
Sports Expenditure	£ 4,896.02	£ 4,300.91
Christmas	£ -	£ 1,267.21
Trophies	£ 204.04	£ 212.44
Internet	£ 149.31	£ 143.71
Insurance	£ 2,359.55	£ 2,270.95
TV	£ 316.50	£ 312.00
Misc Expenses	£ 1,158.68	£ 1,250.00
Governance Costs		
Independent Examination Fee	£ 1,200.00	£ 1,350.00
Support Costs		
Office Administration	£ 353.40	£ 663.51
Depreciation	<u>£ 4,900.00</u>	<u>£ 3,900.00</u>
	£ 52,263.32	£ 47,337.67
<i>Other Expenses</i>		
Worthy Down JR Fund (DMLS move)	£ -	£ 7,500.00
Submarine School Move	£ 2,000.00	£ -
<i>Other Expenses (As Agent)</i>		
Passing Out Parades	<u>£ 5,579.00</u>	<u>£ 2,685.95</u>
Total Expenditure	<u><u>£ 66,244.34</u></u>	<u><u>£ 65,976.52</u></u>

#### Note 5 - Paid Employees

There are no paid employees.

#### Note 6 - Trustees and Other Related Parties

- a. No expenses or emoluments have been paid to the Sole Managing Trustee
- b. There are no amounts due to or from the Sole Managing Trustee
- c. The Sole Managing Trustee is also the trustee of the charitable funds that use the CAF as their Central Bank (Note 9A).

**Note 7 - Fixed Assets - Fixtures, Fittings and Equipment**

Total value at 30 Nov 20	£ 52,100.00
Less Depreciation	£ (4,900.00)
Property Value at 30 Nov 21	<u>£ 47,200.00</u>

**Note 8 - Miscellaneous Debtors (Payable in less than one year)**

Interest accrued	£ 87.82
Gutter Tor fees	£ 5,650.00
Christmas 21 Dept Social Grants	£ 1,080.00
Insurances prepaid	£ 3,659.00
Caravan Pitch Fees prepaid	£ 4,670.00
Caravan Utilities prepaid	£ 348.00
Trophy Hire prepaid	£ 68.00
	<u>£ 15,562.82</u>

**Note 9 - Creditors (payable in less than one year)**

Accounts Examination	£ 1,200.00
	<u>£ 1,200.00</u>

**Note 9A - Other Service (Charitable) Funds using CAF as a bank**

Church Funds	
Church of England	£ 2,119.36
CSFC	£ 993.97
RC Church	£ 1,031.48
Corporate Golf	£ 30,453.03
Leading Hands Mess	£ 2,030.79
	<u>£ 36,628.63</u>

**Note 9B - Approved Funds using CAFas a bank.**

Apprenticeship Reward Scheme	£ 286.01
Chaplaincy Administration Fund	£ 0.44
Chaplaincy Catering Fund	£ 1,012.19
Chaplaincy Projects	£ 278.82
Jupiter Point RYA Fund	£ 1,249.21
Op Leave Package	£ 4,868.14
Raleigh Enterprises	£ 6,476.93
Raleigh Gig Club	£ 126.12
Seamanship STO	£ 71.35
Sports Lottery Grant	£ 53.26
Sports X Country	£ 301.39
Sports Field Gun	£ 1,886.56
Sports Grass Roots	£ 921.15
Sub School Move Contingency	£ 2,000.00
	<u>£ 19,531.57</u>

**Note 9C - Charity Funds**

Fire School Charity	£ 413.00
RNRM Charity Grant Unspent	£ 12,998.36
	<u>£ 13,411.36</u>

**Note 9D - Liability to Nuffield Trust (over one year)**

£ 250,000.00

Gutter Tor was purchased in 1986 and later rebuilt. The Nuffield Trust provided a 50% grant. If Gutter Tor is sold 50% of the net proceeds must be repaid to the Nuffield Trust.

**Note 10 - Other Information**

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

**Declarations**

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