

**Royal Marines Volunteer Cadet Corps (Portsmouth)**

**1146419**

*An unincorporated association*

**Receipts and Payments Accounts  
and Trustees' Annual Report**

For the period

01/04/2024

to

31/03/2025



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## **TRUSTEES' ANNUAL REPORT**

### **Reference and administration details**

**Registered charity number:** 1146419

**Principal address:** Royal Navy Cadet Forces Training Centre  
HMS Excellent  
Whale Island  
PORTSMOUTH  
PO2 8ER

**Trustees:**

<b>Name</b>	<b>Date appointed</b>	<b>Date resigned</b>
James Meldrum	23/11/2022	
Anita Meldrum	23/11/2022	
Samuel Moody	23/11/2022	
Robert Caldwell	07/06/2024	
Gail Jaqueline Clayton	23/11/2022	06/06/2024
Kevin Morrison	23/11/2022	06/06/2024

### **Structure, governance and management**

**Type of governing document:** Constitution

**How the charity is constituted:** Unincorporated Association

**Trustee selection methods:**

The trustees of the charity include the appointed Commanding Officer of the unit, with other trustees appointed in line with the processes mandated by Volunteer Cadet Corps (VCC) regulations.

**Additional governance information:**

In addition to the Board of Trustees, the unit is also managed by key personnel:

**Commanding Officer:** WO2 (VCC) Sam Moody (also a trustee)

**Second-in-Command:** CSgt (VCC) James Meldrum (also a trustee)

**Training Officer:** Sgt (VCC) John Hayter

**Regimental Quartermaster Sergeant:** CSgt (VCC) Robert Caldwell (also a trustee)

**Finance and Administration Officer:** Mrs Anita Meldrum (also a trustee)

The unit is also responsible to the Headquarters Volunteer Cadet Corps, which provides management and oversight of the Volunteer Cadet Corps.



## **TRUSTEES' ANNUAL REPORT (continued)**

### **Objectives and activities**

#### **Charitable objectives:**

The units of Volunteer Cadet Corps exist to help and educate children between the ages of 10 and 18 years through their leisure time activities, so as to develop their physical, mental and spiritual capacities, that they might grow to full maturity as adults and members of society and that their conditions of life may be improved, employing the traditions of and practices of the Royal Navy and Royal Marines to achieve this.

#### **Significant activities:**

Portsmouth Division RMVCC is the oldest unit within the Volunteer Cadet Corps, dating back to its establishment on 14th February 1901 in Eastney, Portsmouth. Captain William Harkness RMA, revered as the 'founding father' of the Volunteer Cadet Corps, led as its first commanding officer. Currently situated at HMS Excellent on Whale Island, adjacent to Navy Command Headquarters, the Division boasts a membership exceeding 200, making it the largest unit within the VCC. Cadets convene on Tuesday and Friday evenings.

At Portsmouth Division RMVCC, cadets actively engage in diverse training and activities, utilizing the Longmoor and Browndown training areas, along with the New Forest and the South Downs. Weekends often find our cadets on these training areas, honing fieldcraft skills under adult supervision, mastering tactics, field cooking, and personal hygiene irrespective of weather conditions. While often donning green during training, they showcase their impeccable blue dress uniforms on parades, especially during significant events like Remembrance Sunday at Guildhall Square.

The rigorous 4 to 5-month basic training introduces recruits to essential skills such as drill, map reading, navigation, first aid, field craft, and Corps history. Culminating in a challenging weekend exercise on Longmoor, this training concludes with a Pass Out parade, celebrating achievements in front of proud family and friends. The Belle Isle Award recognizes the top recruit's exceptional dedication and proficiency, leading them into General Duties Training.

During the summer term, our display teams shine, notably the Drill Display Team, showcasing dexterity with drill rifles and intricate formations in ceremonial uniforms without vocal commands. Excitement abounds with the Field Gun display team, where 20 adept cadets compete fiercely, racing a Boer War 7-pounder muzzle-loading Field Gun against other cadet units. This thrilling display of enthusiasm, fitness, discipline, and teamwork has graced prestigious events like the Royal Tournament and the Kirkcudbright Tattoo.

#### **Public benefit:**

With reference to the duty in section 17(5) of the Charities Act 2011, the trustees confirm that they have referred to the Charity Commission's guidance on public benefit when reviewing the charity's aims and objectives and in planning its current and future activities. The achievements and activities outlined in this report demonstrate the public benefit arising from the charity's activities.

### **Achievements and performance**

#### **Main achievements during the period:**

Portsmouth RMVCC has had a busy year, welcomed 37 new recruits and provided training for up to 85 cadets. There were a number of field exercises, including a week-long summer camp at Holcombe Moor, near Bury. Our field gun team took part in competitions and displays throughout the summer months



## **TRUSTEES' ANNUAL REPORT (continued)**

### **Financial review**

#### **Reserves policy**

As the ongoing administrative functions of the units of the VCC are undertaken by volunteers with support from the Headquarters Volunteer Cadet Corps, fixed costs for individual units are minimal. Activity costs are covered, as necessary, through central funding and cadet subscriptions. Given this, it is not considered necessary for units to maintain significant reserves and the trustees consider a cash balance of at least £10k in held in unit's bank accounts to be sufficient.

#### **Other relevant financial information:**

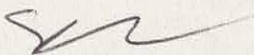
The units of the VCC are funded through a combination of cadet subscriptions and central funding from the Headquarters Volunteer Cadet Corps, which in turn receives funding under a Memorandum of Agreement with the Royal Navy and Ministry of Defence.

### **Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees:

Signature:



Full name:

WO2 (VCC) Sam Moody

Position:

Trustee

Date:

27/01/2026

## **INDEPENDENT EXAMINER'S REPORT**

### **TO THE TRUSTEES OF ROYAL MARINES VOLUNTEER CADET CORPS (PORTSMOUTH)**

I report to the trustees on my examination of the accounts of Royal Marines Volunteer Cadet Corps (Portsmouth) for the year ended 31 March 2025.

#### **Responsibilities and basis of report**

As the charity trustees of Royal Marines Volunteer Cadet Corps (Portsmouth) you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the accounts carried out under section 145 of the 2011 Act and in carrying out my examination of the accounts I have followed all the applicable Directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act.

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1) accounting records were not kept in respect of Royal Marines Volunteer Cadet Corps (Portsmouth) as required by s130 of the 2011 Act; or
- 2) the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



#### **Emma Houghton FCCA**

Sedulo London Limited  
Office 605 Albert House  
256 - 260 Old Street  
London  
EC1V 9DD  
United Kingdom

Dated: 31 January 2026

## **RECEIPTS AND PAYMENTS ACCOUNTS**

### **1. Receipts and Payments**

	Unrestricted funds £	Restricted funds £	31/03/2025 Total funds £	31/03/2024 Total funds
<b>Receipts</b>				
Grants	-	-	-	3,600
Donations	1,922	-	1,922	1,658
Activities - Subscriptions Income	13,355	-	13,355	14,158
Activities - Other Cadet Activities	(10)	-	(10)	642
Activities - Summer Camp Income	5,580	-	5,580	5,448
Activities - Uniform and Clothing	2,017	-	2,017	3,091
Deposit Account Interest	108	-	108	77
Asset & investment sales	4,428	-	4,428	-
<b>TOTAL RECEIPTS</b>	<b>27,401</b>	<b>-</b>	<b>27,401</b>	<b>28,673</b>
<b>Payments</b>				
Uniform & Badges	3,265	-	3,265	6,078
Summer Camp	4,680	-	4,680	5,645
Welfare	265	-	265	-
Travel & Meetings	1,420	-	1,420	214
Messing	(49)	-	(49)	1,932
Equipment for Activities	5,579	-	5,579	5,796
Training Materials	-	-	-	559
Activity Costs	681	-	681	567
Infrastructure Repairs & Maintenance	-	2,975	2,975	2,907
Insurance Provision	309	-	309	251
Professional Fees	240	-	240	230
Office Expenses	1,556	-	1,556	1,091
Bank Fees	30	-	30	18
Miscellaneous	58	-	58	146
Asset & investment purchases	598	-	598	-
<b>TOTAL PAYMENTS</b>	<b>18,633</b>	<b>2,975</b>	<b>21,608</b>	<b>25,434</b>
<b>NET OF RECEIPTS/(PAYMENTS)</b>	<b>8,768</b>	<b>(2,975)</b>	<b>5,793</b>	<b>3,239</b>
<b>Cash Reconciliation</b>				
Cash held prior year	22,534	2,975	25,509	22,270
Cash held at year end	31,302	-	31,302	25,509



## RECEIPTS AND PAYMENTS ACCOUNTS (continued)

### 2. Statement of assets and liabilities

	Unrestricted fund £	Restricted fund £	31/03/2025 Total funds £	31/03/2024 Total funds £
<b>Cash funds</b>				
<i>Cash at bank and in hand</i>	31,302	-	31,302	25,509
<b>TOTAL CASH FUNDS</b>	<u>31,302</u>	<u>-</u>	<u>31,302</u>	<u>25,509</u>
<b>Other monetary assets</b>				
<i>None</i>				
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Investment assets</b>				
<i>None</i>				
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Assets retained for the charity's own use</b>				
<i>Property</i>	14,325	-	13,241	15,500
<i>Stock - Tuck</i>	265	-	265	35
<i>Stock - Merchandise</i>	6,236	-	6,236	2,300
	<u>20,826</u>	<u>-</u>	<u>20,826</u>	<u>17,835</u>
<b>Liabilities</b>				
<i>Independent Examination</i>	1,200	-	1,200	240
	<u>1,200</u>	<u>-</u>	<u>1,200</u>	<u>240</u>

### Approval


On behalf of the trustees

Signature:

Full name:

Position:

Date:

  
WO2 (VCC) Sam Moody  
Trustee

27/01/2026



## **RECEIPTS AND PAYMENTS ACCOUNTS (continued)**

### **3. Notes to the accounts**

#### **3.1. Accounting Policies**

These accounts have been prepared on a receipts and payments basis in accordance with the Charities Act 2011.

#### **3.2. Payments to trustees**

The trustees receive no remuneration, direct or indirect benefits from the charity.

#### **3.3. Funds**

The Charity has the following restricted funds:

	<b>31/03/2025</b>	<b>31/03/2024</b>
	<b>£</b>	<b>£</b>
Connaught Trust - Field Gun	-	2,975
	-	2,975