



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 04 2021	To	31 03 2022

Section A Reference and administration details

Charity name Red Cypher

Registered charity number (if any) 1161345

Charity's principal address Unit 5, Blue Barns Business Park

Old Ipswich Road

Ardleigh, Essex

Postcode

CO7 7FX

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Jeff Smith	Marketing Trustee	Retired 11 Sept 2021	
Andy Shedden*	Fundraising Trustee		
Bob Lodge MBE*	Vice Chairman, Treasurer, Secretary		
David Howells*	Charity Commission Coordinator		
Andrew Budd*	Chairman		
Ross MacGregor*	Ex-officio		
Will Squires*	Vice Chairman Ex-officio		
Rob Boddy*	Ex-officio		
Andy Thorpe*	North West Representative		
Will Grace*	Communications		
Scott Gray*	Ex-officio Unit Welfare Officer		
* Denotes active Trustee at end date of this report			

Names of the advisors for the charity, if any, (for example, any custodian trustees)

Type of adviser	Name	Address
Accountant	J Wyncoll	Tile & Co, Warden House, 37 Manor Road, Colchester CO3 3LX
Independent Examiner	J Wyncoll	As Above



Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CIO Foundation – Registered 20 Apr 2015
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointed by other Trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Trustees are provided with the Charity Commission documentation on the roles and responsibilities of Trustees, Previous Meeting minutes, the financial state of the fund, the Constitution and Objects of the CIO and Conflict of Interests Guidelines.

Trustees are also provided with an induction pack and asked annually to confirm they have refreshed their knowledge of the Charity Commission/Gov.UK documents "The Essential Trustee" and "15 Questions for Trustees". Compliance with this is recorded in the AGM Minutes

The CIO structure is set out in Standard Operating Procedures and published on the website. www.redcypher.com A steering committee of up to 8 Trustees evaluate approve/deny for charity proposals, initiatives and projects, particularly those using charity funds.

Red Cypher works alongside major military charities as required.

A full up to date risk register is maintained and managed by the Vice Chairman. Other policies are reviewed and updated annually. An Investment Policy was added in early 2021.

On 23 June 2021 the CIO passed two Special Resolutions to amend the Constitution to specify the composition of Trustees and to provide for the appointment of up to 3 Associate Members:

1. The Trustees of Red Cypher, resolve to add a new paragraph 10 (4) of the Constitution to read: "A minimum of 3 Trustees will be Veterans who have served with 3RHA and retired within the ranks from Gunner to Warrant Officer Class 1"
2. Under Paragraph 17 of the Constitution the Trustees agreed to create 3 Associate Members posts. These will be ex-officio posts for: (a) Chairman of Past & Present Members; (b) Secretary of Past & Present Members; (c) Parade RSM. The tenure for each Associate Member will be 2 years, or the end of their role at paragraph 2 above, whichever comes earlier. The Associate Members shall not have voting rights.

Relevant updates were uploaded to Charity Commission.



Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To promote the efficiency of 3 RHA amongst other things, by:

- a. Fostering Esprit de Corps, Comradeship, Morale and the Welfare of the Regiment and Preserving its Traditions;
- b. Maintaining Comradeship and contact between past and present members of the Regiment, fostering mutual friendship between them and providing social gatherings for them.
- c. To relieve either generally or individually, past and present members of the Regiment and their dependents, who are in conditions of need, hardship or distress.

The Board may relieve persons in need under clauses above by:

- a. Making grants of money, or
- b. Providing or paying for goods, services or facilities for them, or
- c. Making grants of money to other persons or bodies who provide goods, services or facilities to those in need.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Red Cypher promotes the Efficiency of 3rd Regiment Royal Horse Artillery (3 RHA) and prompt active support for serving members and veterans.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

Red Cypher has supported the soldiers and veterans throughout the year, through the granting of funds for welfare and for the maintenance of morale and wellbeing of members both past and present.

Section E Financial review

Brief statement of the charity's policy on reserves

The treasurer is to ensure the fund maintains a stable liquidity and informs the chair of any fluctuations.

The treasurer is to ensure the fund remains at a level to ensure that it can carry out its task of prompt assistance when required.

Details of any funds materially in deficit

None



Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

The charity raises money through Give as You Earn Scheme and Regular Monthly donations and one of donations from both veteran and serving community

The charity has supported both serving and past members through welfare and other grants.

During the period the Trustees decided to invest £40,000 within the Royal Artillery Charitable Fund as ring-fenced subset of the main fund. The fund is managed by Brewin Dolphin. The purpose of this investment is to provide a long term revenue stream to sustain the future charitable beneficiaries of Red Cypher.

Section F Other optional information

Although this is strictly outside the current reporting year, the Red Cypher Trustees would like to congratulate our fellow Trustee Bob Lodge on his admission to The Order of the British Empire: He was appointed MBE (Member of The Order of the British Empire) by Her Majesty Queen Elizabeth II in her Birthday Honours List 2022. This award is for his exemplary dedication and selfless service to Red Cypher and the Past & Present Members of 3RHA.

Red Cypher Trustees' AGM was held on 23 June 2021 and Red Cypher Trustees' biannual meeting was held on 26 November 2021

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	Bob Lodge	David Howells
Full name(s)	Bob Lodge	David Howells
Position (eg Secretary, Chair, etc)	Vice Chairman (until Nov 2021)	Vice Chairman
Date	17/8/2022	



CHARITY COMMISSION
FOR ENGLAND AND WALES

RED CYPHER

1161345

Receipts and payments accounts

CC16a

For the period
from

01/04/2021

To

31/03/2022

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations:	-	-	-	-	-
Payroll giving	58,022	-	-	58,022	55,356
Voluntary (tax efficient)	10,979	-	-	10,979	6,703
Voluntary	7,541	-	-	7,541	2,997
Other	-	-	-	-	50
Grants refunded - Covid 19 restricted	-	-	-	-	1,350
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	76,542	-	-	76,542	66,456
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	76,542	-	-	76,542	66,456
A3 Payments					
3rd Royal Horse Artillery grants	46,408	-	-	46,408	44,272
Other grants	11,955	-	-	11,955	5,126
The Poppy Appeal	93	-	-	93	37
Bank fees and charges	1,987	-	-	1,987	1,866
Website and computer	-	-	-	-	270
Stationery and other expenses	58	-	-	58	196
Gift Aid charges	44	-	-	44	44
Accountancy	540	-	-	540	480
Data protection fee	40	-	-	40	40
Standard Bearer Accoutrements	3,008	-	-	3,008	-
Travel Standard Bearer	940	-	-	940	41
Sub total	65,073	-	-	65,073	52,372
A4 Asset and investment purchases, (see table)					
Investment RAI - Brewin Dolphin Fund	20,000	-	-	20,000	20,000
	-	-	-	-	-
Sub total	20,000	-	-	20,000	20,000
Total payments	85,073	-	-	85,073	72,372
Net of receipts/(payments)	(8,531)	-	-	(8,531)	(5,916)
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	28,106	-	-	28,106	34,022
Cash funds this year end	19,575	-	-	19,575	28,106

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	CafCash Account	19,575	-	-
		-	-	-
		-	-	-
	Total cash funds	19,575	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	The Royal Artillery Institution	Brewin Dolphin Fund	40,000	41,644
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Creditors	Unrestricted	540	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Robert Lodge	Robert Lodge	14/06/2022	
	David Howells	David Howells	14/06/2022	