

Managing Trustees Report

Wednesday, October 12, 2022

1:41 PM

Managing Trustee's Annual Report and Comments:

Unit THE ARMOUR CENTRE

Address ALLENBY BARRACKS, BOVINGTON, WAREHAM, DORSET, BH20 6JA

In respect of PRI Fund/Charity

Charity Commission/Regulator registered number..... 1163396

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

Trustee selection method	Commander ARMCEN on appointment delegated to SO1 ASU for FY 21/22
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Trustee induction and training	Advised to complete the All Arms Fund Managers Course via DLE, review the roles and responsibilities of a Managing Trustee duties adopted on Unit Standing Orders iaw SFRs chapter 3. Completion of the MT appointment letter with
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	Holt's banking. Completion of change of MT registration with the Charity Commission. Conduct a HO/TO review of the Funds with both incoming, outgoing MT, RA, SFM to highlight previous 1514 observations, fund issues, current balances, investment brief and insurance review.
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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	The Fund provides support for the good and benefit of the soldiers and the wider Garrison community. Over the preceding 12 months this has been achieved primarily by supporting service personnel, across ARMCEN that promote departmental / unit cohesion and providing financial support to individual unit team building events . The Fund has also honoured AT grants used to clear debtors from unrecoverable expenditure due to cancelation of the event due the first lockdown that carried forward into this financial year. The fund is holding two large creditors which have been explained in the FM observations and a creditor that will be settled prior to the end of the next yearly reports.
Summary of main achievements of the Charity during the year	<ul style="list-style-type: none"> · Support to the Garrison Families' Open Day. · Support ad hoc team cohesion activities. · Support to Sports and AT events. · Support departmental / unit team building activities not supported by alternative funding routes. · Facilitate various club account activities in the Garrison. · Facilitate the Bovington PRI Shop trading account.

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

Financial Review	The main income into the PRI Fund is from the PRI Shop sales, due to the civil service PID being removed there has not been a steady Manager for the PRI Shop, this is resulting in the income to the PRI Fund significantly decreasing throughout the past year. We are looking at how we can resolve this issue. Without the PRI Shop sales it is hard to determine how long we can maintain a steady output that is required by the Fund to Support the SPs on the Garrison. We are in the Process of amalgamating the Commanders Fund into the PRI Fund which should give the PRI Fund an uplift for a period of time.
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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	Annual review of audit.
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Investments selection policy and performance of those investments.	N/A
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Provide the name of all trustees/the Managing Trustee(s) during the report year.

Managing Trustee's names	Lt Col J Lance (Gapped) and Lt Col Lillie
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Serious Incidents	None
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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 sporting and adventurous training activities to all service personnel. This assistance enables service personnel to face the challenges and danger associated with military service by developing and maintaining teamwork; skills; confidence, character, spirit, 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.</p>
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*delete as appropriate. ** replace with wording appropriate to activities of fund
e.g. 'providing and supporting mess facilities and social activities'; or '
providing and supporting sporting and adventure training activities.'

Additional Comments

The Garrison are working hard to employ someone to run the PRI shop to
increase sales and revenue.

Signature [__Michael.Lillie591@mod.gov.uk](mailto:Michael.Lillie591@mod.gov.uk)

Name: Lt Col M Lillie

Date: 01 Nov 22

Appointment: Managing Trustee

Statement of Financial Activities as at 30/06/2022

Paxton+

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RAC Centre

PRESIDENT REGIMENTAL INSTITUTE

	Unrestricted/ Designated/GPF Funds	Restricted Funds	Endowment Funds	Total Funds	Previous Period Total Funds
Incoming Resources					
Voluntary Income	-161.63	0.00	0.00	-161.63	19,399.04
Activities for Generating Funds	1,290.25	0.00	0.00	1,290.25	6,035.33
Investment Income	0.00	0.00	0.00	0.00	0.00
Income Resources from Charitable Activities	23,349.76	49,262.43	0.00	72,612.19	50,369.31
Other Incoming Resources	0.00	0.00	0.00	0.00	0.00
Total Incoming Resources	24,478.38	49,262.43	0.00	73,740.81	75,803.68
Resources Expended Cost of Generating Funds					
Investment Management Costs	0.00	0.00	0.00	0.00	0.00
Costs of Generating Funds	3,395.40	0.00	0.00	3,395.40	3,983.53
Charitable Activities	26,759.38	55,226.44	0.00	81,985.82	48,288.22
Governance Costs	1,020.13	0.00	0.00	1,020.13	1,049.47
Grants and Donations	11,694.58	0.00	0.00	11,694.58	10,149.52
Other Costs	9,896.08	437.39	0.00	10,333.47	18,700.16
Total Resources Expended	52,765.57	55,663.83	0.00	108,429.40	82,170.90
Net Incoming/Outgoing Resources Before Transfers	-28,287.19	-6,401.40	0.00	-34,688.59	-6,367.22
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	-28,287.19	-6,401.40	0.00	-34,688.59	-6,367.22
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	-28,287.19	-6,401.40	0.00	-34,688.59	-6,367.22
Reconciliation of Funds					
Total funds brought forward from previous year	137,747.61	37,707.79	0.00	175,455.40	
Total funds carried forward	109,460.42	31,306.39	0.00	140,766.81	

Internal Auditor

Wednesday, October 12, 2022
2:07 PM

Internal Auditor's/~~Audit Board~~ Report

1. ~~*I/We~~ 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/our~~ internal audit.

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

3. Subject to the observations given below I am/~~we are~~ ~~*I am/we are~~ 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/our~~ observations ~~*I am/we are~~ satisfied that cash and bank balances and stocks on hand have been properly checked at prescribed intervals and that adequate insurance exists.

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

5. ~~*I/We~~ have made the following observations whilst carrying out the internal audit:

a. Previous observations ~~*have/have not~~ been actioned.

b. In Aug 21, the PRI shop operative (E1) was promoted out of post, LWC directed that the E1 Civil Service position was to be disestablished. Initially the GAO, with willing members of the team, managed the post by revising the job descriptions of the Post Room E1 and Resettlement E1 so that the shop could open 2 days a week. An on line shop was available which helped to bring funds into the PRI account. As of Apr 22, due to LTS, the shop had to be closed only opening for the odd day when requested CO RACTR and to meet the requirement of ITT Families Days. This is the reason for the account balance being low, there is no longer a shop to generate income. Processes are being looked at to employ a casual worker to either run the shop or an online facility.

c. Debtors Rogers and Ingham refer to Welfare Grants and will; be cleared when funds from Regional Command are released.

d. This fund is well managed and reviewed regularly by the FM.

Signature michelle.barclay894@mod.gov.uk

Name: Michelle Barclay

Date: 21 Oct 22

Appointment: SO2 GAO