



South & West Yorkshire Wing Air Training Corps

Charity Registration Number: 1174182

Trustees' Annual Report and Financial Statement

1 April 2021 - 31 March 2022

SOUTH & WEST YORKSHIRE WING AIR TRAINING CORPS

Charity Registration Number: 1174182

Purpose of the Charity: South & West Yorkshire Wing Air Training Corps is established to provide additional financial support from non-public funds in order to support the air cadet experience delivered by the Air Training Corps through public funding (derived from the Ministry of Defence).

Trustees: *The following have served as trustees during the year under review:*

Mr Terence M J Baynes – Chair
Mr Peter L Harrison – Treasurer
Mr Michael A Archer
Mr Christopher Kelly

Address of Charity: South & West Yorkshire Wing Air Training Corps
Wing Headquarters
Healdfield Road
CASTLEFORD
West Yorkshire
WF10 4LQ

Bankers: Santander
Bradford
BD1 5AN

CAF Bank Ltd
West Malling
ME19 4JQ

Appointment of Trustees:

Trustees are appointed in accordance with the guidance provided within Air Cadet Publication 11 (Administration of Civilian Committees in the Air Training Corps). On the date of registration, it was agreed that a minimum of FOUR Trustees would be elected at the Annual General Meeting of the Charity held in June each year. The chairman is appointed in accordance with the guidance contained within the referenced publication. Both a secretary and a treasurer are either appointed from amongst the existing trustees or others are invited to be appointed trustees to undertake these roles.

Trustee Declaration:

On appointment, each trustee completes a declaration (in the format advised by the Charity Commission).

Financial Review of the Year:

With the change of status of the Wing from an excepted Charity to a Registered Charity taking place in August 2017, this is the 5th Trustees' Annual Report and Financial Statement being submitted to the Charity Commission. The Trustees continue to act on the experience learned from previous years' Accrual & Disbursements and years' operating as an Excepted Charity. Therefore, the Trustees continue to target their financial support, in line with the overarching aims of the air Cadet Organisation. Essentially, this entails supporting (directly or indirectly) events and activities organised for cadets of the Wing – for example inter-Wing sports, purchase of equipment and for the training of adult volunteers.

The detail of the receipts and payments for the year under review are recorded later in this report. With receipts of £44,672.01 and payments of £41,190.38 there was increase in total funds of £3,481.63 compared with an increase of £9,746.16 the previous year.

The key source of unrestricted income is by means of a levy raised on each enrolled cadet within South & West Yorkshire Wing. This presently stands at a net sum of £2.50 per cadet per month with approximately 1300 cadets in the Wing at any one time (variable). Experience has shown that this income is currently adequate for ongoing needs whilst providing a workable reserve.

Another source of income (restricted funds) is by means of income whereby the Wing acts as a conduit for funds to other agencies, principally Headquarters Air Cadets (HQAC). This is generally in the form of collated payments for overseas Camps, Duke of Edinburgh Award purchases and similar payments.

Reserves Policy:

Since 2012 the Wing has established that it needs to hold financial reserves approximating to a six-month expenditure sum. Such a sum would allow the Wing to continue operation even if normal receipts were interrupted for a period. For 2021-22 this sum stands at £20,455.59 but this represents a period where the Wing is not fully operational due to Covid 19 measures. The historical figure of c. £50,000 should be considered normal for future years.

Independent Examination of Accounts:

With the level of receipts and payments both more than £25,000, and over £100,000 under normal circumstances, the trustees identified that an Independent Examination of the accounts is required. that they would appoint FB Accounting Ltd. (of Rothwell, Leeds), to undertake this examination annually.

Declaration:

The trustees declare that they approved the above report at their meeting on 18th January 2023.

Signed on behalf of the charity's trustees:



Terence M J Baynes
Chair



Andrew Newton
Treasurer

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

**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 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether 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 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 the trustees concerning 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 (other than that disclosed below*):

- (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 Charities Act;
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have 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.

** Please delete the words in the brackets if they do not apply.*



DOMINIC ABBASI

FB Accounting Ltd.
57a Commercial Street
Rothwell
Leeds, LS26 0QD

Date: 23 / 1 / 23

RECEIPTS

	Unrestricted	Restricted	Total	Year to 31 March 2022
Squadron Subscriptions & GP Funds	35,750.00	-	35,750.00	35,750.00
DofE Registrations (Squadrons)	-	1,658.00	1,658.00	1,658.00
DofE Refunds (HQAC)	-	126.00	126.00	126.00
Activities				
Shooting	-	1260.00	1260.00	1260.00
Interest	4.35	-	4.35	4.35
				-
UK Camps	-	735.00	735.00	735.00
Squadron Loan Income	2466.23	-	2466.23	2466.23
Grants	-	2,672.43	2,672.43	2,672.43
	38,220.57	6,451.43	44,672.01	44,672.01

PAYMENTS

	Unrestricted	Restricted	Total	Year to 31 March 2022
Bank Account Charges	290.92		290.92	290.92
Accountancy Fees	720.00		720.00	720.00
HQAC GP Fund		18057.50	18057.50	18057.50
Wing Functional Support				
Adventure Training	530.00		530.00	530.00
Archery	300.00		300.00	300.00
First Aid	538.99		538.99	538.99
Computer & IT	429.00		429.00	429.00
Shooting	1799.35		1799.35	1799.35
Wing Sports	698.21		698.21	698.21
Road Marching and Walking	605.00		605.00	605.00
Media	1470.36		1470.36	1470.36
Non 1771 Travel Costs	0.00		0.00	0.00
D of E Completion Refunds	4132.00		4132.00	4132.00
Wing Activity Centre	4780.90		4780.90	4780.90
Grants	2992.88		2992.88	2992.88
Asset & Indemnity Insurances	408.18		408.18	408.18
Telephone & Internet	20.79		20.79	20.79
Camps	1674.00		1674.00	1674.00
Administration Costs	235.80		235.80	235.80
Transport	930.00		930.00	930.00
Squadron Support	502.50		502.50	502.50
Loans to Squadrons	-		-	-
North Region Welfare Fund		74.00	74.00	74.00
	23058.88	18131.50	41190.38	41190.38

SUMMARY

Funds on 31 March 2021

Cash	0.00	
CAF Bank (Online Account)	10,082.73	
Savings Account 1 (Reserve)	56,206.96	
Savings Account 2 (Loans)	11,920.48	
Soldo	6,793.49	
Santander Account (General)	25,633.59	110,637.25

Funds at 31 March 2022

Represented by:

Cash	0.00	
CAF Bank (Online Account)	8,275.56	
Savings Account 1 (Reserve)	(closed)	
Savings Account 2 (Loans)	12,348.91	
Soldo	6,793.49	
Santander Account (General)	86,697.92	114,118.88

Net of Receipts/Payments for the year +3,481.63

Signed on behalf of the charity's trustees:



Terence M J Baynes
Chair



Andrew Newton
Treasurer

NOTES

1. Accounting Policy:

These accounts have been prepared under the historic cost convention.

2. Debtors and Creditors:

There are no debtors or Creditors.

3. Movement of Funds:

There has been no significant movement of funds.

4. Grants:

The trustees have made a number of grants-in-aid, from the unrestricted funds available to them, to support the cadet experience, as follows:

Grants to support Squadron Activities	320.45
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The Wing has however acted as intermediary for an additional £ 2672.43 of grants which were then paid directly to their applicants.

5. Trustees' Remuneration and Expenses:

No remuneration - directly or indirectly - has been paid out of the funds [of the charity] to any trustee (or to any person or persons known to be connected with any of them) apart from certain legitimate administrative costs.

6. Stock:

South & West Yorkshire Wing hold a stock of equipment and supplies for example IT equipment, Adventure training equipment such as kayaks, canoes also first aid training supplies too extensive to list resulting in an estimated current value of assets of 209,897.30. Full list available on request.

7. Comparison with Previous Years:

The income of South and West Yorkshire Wing is reduced in 2021-22 compared to its usual operating income. Due to its ability to operate only limited activities because of the constraints of Covid 19, its expenditure has been similarly reduced. Significant increases in certain areas are the result of the Wing acting as an intermediary in disbursing refunds for events which have been cancelled.

During 2022 the role of Treasurer changed and this report has been prepared by the incoming treasurer, Andrew Newton.