



Trustees' Annual Report for the period

From 01 June 2020
To 31 May 2021

Period start date
Period end date

Charity name:

We Remember Submariners

Charity registration number:

1176446

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The main aim of We Remember Submariners (WRS) is to gift a memorial lapel pin known as a 'Moly' Pin, in memory of the late Lt Cdr Ian Molyneux GM RN. These will be gifted to close relatives of the departed submariner. The pin, which cannot be bought, features a gold Poppy in a wreath of red poppies this represents the families deceased submariner.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The main activities of WRS are to:</p> <ul style="list-style-type: none">• Provide a wreath, 'Moly' pins and condolence card for all notified submariners deaths.• Design and produce a unique annual remembrance pin.• Provide wreaths to submarine related memorials.• Provide advice and guidance to serving and retired submariners who seek our assistance.• Provide monetary donations to suitable organisations and individuals that meet our aims and objectives.• Continue to expand the membership. <p>Support has been given to</p> <ul style="list-style-type: none">• The Submariner Memorial Fund Appeal• Four Naval units sporting teams• A serving Submariner in national sporting competition• A serving Submariner to aid recovery post a stroke• Sr Mary's Hospice, Ulverston• The Cold War Maritime Heritage Museum• The purchase and return of campaign medals to their original owner

		<ul style="list-style-type: none"> • Erskine Veterans Hebburn Seat Cadets sporting equipment
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>The charity commissions guidance on public benefit has helped WRS achieve its aims and objectives by:</p> <ul style="list-style-type: none"> • ensuring the trustees focus on the charity objectives, when planning activities • link with impact reporting and demonstrating the charity's transparency and accountability • improve the overall quality of reporting on the charity's work

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<p>The trustees, at the request of the Chairman, will review all applications for funding on a case-by-case basis.</p> <p>Applications are approved on merit if they meet the aims and objectives of the charity. All donations are recorded but amounts are not publicised.</p> <p>A majority decision is required for an application to be approved.</p>
Policy on social investment including program related investment	Para 1.38	The Charity does not undertake or require social investment.
Contribution made by volunteers	Para 1.38	<p>WRS is entirely resourced by volunteers and does not pay any wages. Legitimate expenses can be paid, although many volunteers do not claim.</p> <p>We are grateful for the many hours that volunteers freely give, listening and supporting all submariners and members of WRS and their families in their grief and directing them towards the appropriate support agencies.</p> <p>Without this valuable contribution of time, energy and expertise WRS would not have been able to achieve so much.</p>
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>During this reporting period, WRS have gifted 112 wreaths to the bereaved families of submariners accompanied by 658 Moly pins.</p> <p>Our activities for the period have been to support the following institutions, groups or individuals:</p> <ul style="list-style-type: none"> • The Submariner Memorial Fund Appeal • Leading Chef Wesley McGuinness to support his national Power-Lifting competitions • Engineering Technician Ben Naughton to aid recovery following a stroke • The Cold War Maritime Heritage Museum in Plymouth • The purchase and return of campaign medals to their original owner • St Mary's Hospice, Ulverston • Erskine Veterans • HMS Vengeance (Port) Football Strip and sports equipment • Hebburn Sea Cadets for the purchase of Kayaks and equipment • HMS Oardacious crew training courses • HMS Ambush Football team replacement strip <p>Start to raise funds for the families of the Indonesian submarine Nanggala</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>In CY 2020 8000 pins were ordered and 2870 were sold through the shop, with an additional 3062 being sent to members and sold via outstations.</p> <p>In CY 2021 due to COVID 4000 pins were ordered, with the potential to order more if required. During this reporting period 663 have been sold, through the shop, though this is ongoing.</p>
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Performance of fundraising activities against objectives set	Para 1.41	The charity did not set fundraising objectives with the exception of raising funds through the sale of the annual pin.
Investment performance against objectives	Para 1.41	The Charity does not make investments.
Other		<p>Post the tragic loss of the Indonesian Submarine KRI Nanggala 402 on 21/04/21 the Charity started fundraising for the bereaved families. During this reporting period these efforts had only been up and running for five weeks and were very much ongoing.</p> <p>WRS remains actively involved in the creation of a Submariner Memorial to be placed at the National Memorial Arboretum. The Chairman of WRS sits on Submariner Memorial Appeal Board of Trustees.</p>

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The financial position at year end is:</p> <table><tr><td>Starting Funds</td><td>£64,441</td></tr><tr><td>Income</td><td>£108,699</td></tr><tr><td>Payments</td><td>-£61,169</td></tr><tr><td>Total</td><td>£111,971</td></tr></table> <p>Reserves Held:</p> <table><tr><td>Operating</td><td>-£30,000</td></tr></table> <p>Funds Available £81,971</p>	Starting Funds	£64,441	Income	£108,699	Payments	-£61,169	Total	£111,971	Operating	-£30,000
Starting Funds	£64,441											
Income	£108,699											
Payments	-£61,169											
Total	£111,971											
Operating	-£30,000											
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity has agreed to ringfence a sum of £30,000 in reserve to ensure We Remember Submariners can continue to achieve their aims and objectives in the next year if forecasted sales are not achieved.										
Amount of reserves held	Para 1.22	£30,000 operating reserve. £30,000 Total										
Reasons for holding zero reserves	Para 1.22	Not Applicable.										
Details of fund materially in deficit	Para 1.24	Not Applicable.										

Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not Applicable.
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Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>The principal sources of revenue were derived from:</p> <ul style="list-style-type: none"> • Membership of WRS from September 2019 • The sale of an annual lapel pin. The pins are sold at various outstations based in coastal locations such as Portsmouth, Plymouth, Bristol, Barrow and at the Clyde Submarine Base. They are also available to purchase through the online WRS shop. • The WRS shop which sells a large range of merchandise including polo shirts and baseball caps. • Donations from bereaved relatives and individual charitable events
Investment policy and objectives including any social investment policy adopted	Para 1.46	The charity does not intend to make financial investments in the year June 20 to May 2021.
A description of the principal risks facing the charity	Para 1.46	The charity recognises that there is the potential for risks and have collated a Risk Register to manage these and mitigate against.
Other		<p>A new scheme for annual membership was launched in Sept 2019 and now membership subscription has become the main source of income to the charity.</p> <p>During the reporting period 1270 memberships were processed.</p>

Structure, Governance and Management

Description of charity's trusts:		Not Applicable
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution that is reviewed at each AGM
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO

Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are appointed or reappointed annually at AGM held in February/March in an open vote the initial tenure is 3 years iaw the charity constitution.
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Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	The WRS constitution requires all new trustees be provided with a copy of the CIO's
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>Membership of the charity is open to any person aged 18 or over regardless of location.</p> <p>The AGM in Feb 2019 updated the organisational structure to include a Management Team with a Chairman to run the various sections; Merchandising, Public Relations, IT, Finance and Bereavement, supported by a national network of Area Coordinators. A Membership manager was recruited into the team towards the end of 2019.</p> <p>The Chairman is guided by the Trustees.</p>
Relationship with any related parties	Para 1.51	<p>We Remember Submariners have forged good working relations with several other submarine charities including the Submariners Association, Royal Navy and Royal Marines Charity, Royal Naval Benevolent Fund and the newly created Submarine Fund.</p> <p>Commodore Jim Perks, the head of the Royal Navy Fighting Arm, actively supports the charity and has allowed the wearing of the WRS yearly pin on the uniforms of serving sailors at the November remembrance parades.</p>
Other		

Reference and Administrative details

Charity name	We Remember Submariners
Other name the charity uses	
Registered charity number	1176446
Charity's principal address	17 St Andrews Way Church Aston Newport, Shropshire TF10 9JH

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)
1	Ian Atkinson	Chairman	Whole term	Trustee vote
2	Nigel Mellor	Treasurer	Whole term	Annual AGM
3	Nick Miller		6 March 2021 to date	Annual AGM
4	Rocky McGovern		6 March 2021 to date	Annual AGM
5	Leigh Dodds-Facchini		6 March 2021 to date	Annual AGM
6	Robert Richards		6 March 2021 to date	Annual AGM
7	Michael Dewhurst		Whole term	Annual AGM
8	Paul Foran		Whole term	Annual AGM
9	Graham Bishop		Whole term	Annual AGM
11	Peter Fisher		Feb 20 to date	Annual AGM
12	John Bradbury	Founder	Chair Dec 18 to Feb 19*	
13	Gill Molyneux	Patron	Whole Term	

Corporate trustees – names of the directors at the date the report was approved

Director name		
Not Applicable		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Not Applicable		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not Applicable
Name and objects of the charity on whose behalf the assets are held and how this	Not Applicable

falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not Applicable

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Independent Examiner	James Wood	8 Willow Terrace Sowerby Bridge HX6 2JN

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information


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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
Full name(s)	Nigel Mellor

Position (eg Secretary, Chair, etc)	Treasurer/Trustee	
Date	22/8/2021	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
We Remember Submariners

No (if any)
1176446

CC16a

Receipts and payments accounts

For the period from	Period start date 01/06/2020	To	Period end date 31/05/2021
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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					
Charity shop other trading activities	55,541		-	55,541	58,019
Sale of products	8,159	-	-	8,159	30
Virgin Money Just Giving donations	107		-	107	1,226
WRS membership	11,424	-	-	11,424	7,202
Charitable activities		-	-	-	1,279
Donations	6,340	-	-	6,340	3,180
Bank refund of charges		-	-	-	3,588
Nnangala Appeal	21,218	-	-	21,218	
Membership future years	5,910			5,910	
Sub total (Gross income for AR)	108,699	-	-	108,699	74,524
A2 Asset and investment sales, (see table).					
		-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	108,699	-	-	108,699	74,524
A3 Payments					
AGM expenses			-	-	3,169
Accountancy fees	1,750			1,750	42
Commission	1,930			1,930	5,381
Office/general administrative expenses	7,131	-	-	7,131	3,470
Purchases	26,504	-	-	26,504	21,933
Sales refunds		-	-	-	
Sponsorship	22,016	-	-	22,016	49,905
Subscriptions & dues	1,839			1,839	1,104
VAT				-	12,066
Sub total	61,169	-	-	61,169	97,070
A4 Asset and investment purchases, (see table)					
		-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	61,169	-	-	61,169	97,070
Net of receipts/(payments)	47,530	-	-	47,530	- 22,546
A5 Transfers between funds					7,202
A6 Cash funds last year end	64,441	-	-	64,441	79,785
Cash funds this year end	111,971	-	-	111,971	64,441

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	WRS current account	111,869	-	-
	WRS management account	102	-	-
			-	-
	Total cash funds	111,971	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK


	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets			-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	N. Mellor	22/8/2021
	Trustee/Manager	



Section A

Independent Examiner's Report

Report to the
trustees/directors/
members of

Charity Name

We Remember Submariners

On accounts for the year
ended

31 May 2021

Charity no.:

1176446

Company no.:

Set out on pages

1, 2 and 3

I report to the charity trustees on my examination of the accounts of the Charity for the year ended **31/05/2021**.

Responsibilities and
basis of report

As the charity trustees of the CIO you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

Having satisfied myself that the accounts of the Charity are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination, I have followed the 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 which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Signed:

James Wood

Date:

18/06/2021

Name:

James Wood

Relevant professional

Member of Association of Accounting Technicians (AAT)

qualification(s) or body (if any):	AAT Level 2 foundation certificate in Accounting
	AAT Level 3 advanced diploma in Accounting
	AAT Level 4 professional diploma in Accounting

Address:	8 Willow Terrace
	Sowerby Bridge
	HX6 2JN

Section B	Disclosure
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Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Empty space for disclosure details
