

## **TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2022**

### **Overview**

Cheshunt Sea Cadets (register charity 1181108) is a unit of the Sea Cadet Corps and was formed in the late 1960's. It aims to help young people towards responsible adulthood by providing training and adventurous activities and is based on the traditions and standards of the Royal Navy.

### **Achievements and performance**

Like all charities, the unit was severely impacted in terms of service delivery by the pandemic. After the initial full lockdown, the staff began training cadets online and in some very limited cases, in person when government restrictions allowed. The unit is now back to full and largely normal operations and a good number of cadet qualifications have been achieved by our 27 cadets and the numbers of young people accessing our services remained steady. 21 specialisation qualifications were achieved, along with 50 waterborne proficiencies, 5 BTEC level 1 qualifications and along various other qualifications. The unit also gained a Burgee for its efficiency for the 5 year running.

The unit is fortunate to have various regular hirers although we are looking to expand this in the coming year to ensure that the building remains a genuine community hub. The football teams hiring the pitches at the weekend continue to use the building and the staff working in partnership with the clubs to maintain the pitches (litter picking etc).

In late 2019 the Unit was finally able to secure a new headquarters following 10 years being without a permanent base. The unit was granted a Tenancy at Will pending final negotiations around a 25 year lease, which are now complete. The arrangement included taking on a number of existing building hirers which would generate income of the improvement and maintenance of the building as well as contributing to unit charitable funds. Shortly after this the first lockdown occurred and as a result no hires were able to take place so the unit used the opportunity to improve the aging facilities in the building including repainting, improved signage, improvement to internal doors, kitchen and various health and safety upgrades. These improvements have continued during the last year and there are plans for further refurbishment of lighting and windows/doors to maximise energy efficiency of the building. The unit is also seeking permission to have a mast erected in the car park along with various other improvements.

The unit was able to secure funding for a minibus as we are expecting to be delivered shortly. This will have a huge impact on our ability to deliver a better variation of volume of cadet training.

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

The Charity is governed by a board of Trustees. Details of the trustees who served during the year, and as at the date of this report, are:

Nina Villa (Chair)

Sarah Pelley (Vice Chair)

Janet Stocker (Secretary)

Marina Almeida (Treasurer) (resigned Nov 2021)

Steve Spooner

Keith Batchelor

The Trustees met remotely bi-monthly and review the units performance, governance and financial position.

### Appointment of Trustees

Trustees are co-opted by the board as required during the year and then formally elected by the Charity's members at the AGM. The board keeps the skill requirements for the trustee body under review and, with these in mind, seeks to identify new members in a range of ways, including recommendation from all interested parties.

# Cheshunt Sea Cadets

## Financial Year 1st April 2021 to 31st March 2022

### Detail Report -- Year to Date as at 31 March 2022

#### Receipts

##### Donations

Bursaries - restricted	£0.00	£2,750.00
Bursaries - unrestricted	£0.00	
Cadet	£2,700.00	
P&SA	£0.00	
Third party - restricted	£0.00	
Third party - unrestricted	£0.00	
Ward Room	£50.00	

##### Fundraising

Bag packs	£0.00	£405.14
Flag week	£0.00	
Social events	£0.00	
Community events	£0.00	
Other	£405.14	

##### Generated

Property Rental	£10,309.06	£11,261.94
Sale of Assets	£0.00	
Sale of Goods	£952.88	
SCAVA	£0.00	

##### Grants

External - restricted	£25,656.00	£25,906.00
External - unrestricted	£0.00	
MS-SC Restricted Grant	£250.00	

##### Training

Competition Fees - external provider	£500.00	£1,158.00
Competition Fees - internal provider	£20.00	
Course Fees - external provider	£598.00	
Course Fees - internal provider	£40.00	

##### Unearned

Bank Interest	£1.97	£1.97
Gift Aid	£0.00	
Investment Income	£0.00	

**£41,483.05**

#### Payments

##### Charitable Activity

Competition Fees - external provider	£973.50	£4,668.65
Competition Fees - internal provider	£285.00	
Course Fees - external provider	£724.50	
Course Fees - internal provider	£388.75	
Training Materials	£1,305.59	
Fuel	£0.00	
3rd Party travel	£253.48	
MSSC Travel Refund (enter as credit)	£0.00	
Catering	£737.83	
Fundraising Costs	£0.00	
Special Events	£0.00	

##### Operating

Unit Health, Hygiene & Well-being	£119.26	£38,019.30
Office Equipment <£250.00	£861.38	
Office Stationery, Printing & Postage	£179.41	
IT Consumables	£0.00	
Building maintenance	£15,550.00	
Grounds maintenance	£0.00	
Boat maintenance	£115.63	
Vehicle maintenance, MOT & RFT	£0.00	
Other maintenance	£2,414.25	
Goods for resale	£510.63	
PPE & Branded clothing	£1,603.74	
Various Unit Assets	£16,665.00	

##### Overheads

Rent	£150.00	£1,050.54
Rates	£0.00	
Lease Fees	£0.00	
Water Rates	£0.00	
Sewage Rates	£0.00	
Electricity	£0.00	
Gas	£0.00	
Broadband	£0.00	
Telephone	£474.52	
Alarm Monitoring	£0.00	
Insurance - MS-SC provided	£426.02	
Insurance - Non MS-SC provided	£0.00	
Roadside assistance	£0.00	
Certification	£0.00	

##### Fees Charges

Audit/Accountancy fees	£0.00	£565.00
Legal fees	£0.00	
Other professional fees	£0.00	
Other revenue costs	£565.00	
Bank charges	£0.00	

**£44,303.49**

Surplus / Deficit  
Financial Year 1st April 2021 to 31st March 2022

**-£2,820.44**



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##### Overheads

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Lease Fees	£0.00	
Water Rates	£0.00	
Sewage Rates	£0.00	
Electricity	£0.00	
Gas	£0.00	
Broadband	£0.00	
Telephone	£474.52	
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