

Page 1 of the Branch Annual Report Template



**PARACHUTE REGIMENTAL ASSOCIATION  
BRANCH ANNUAL REPORT**



Period start date      Period end date  
From      Day      Month      Year      To      Day      Month      Year  
            01      10      2021      To      30      09      2022

**Reference and administration details**

1. PRA Branch name	DOVER
2. Registered charity number	1190477
3. Main address	33 STONEHALL LYDDEN DOVER KENT CT15 7SU

**4. Names of the committee members who managed the branch during the year**

	Name	Office (if any)	Dates acted if not for whole year
1	GARY BAGSHAW	CHAIRMAN	
2	JASON HURD	SECRETARY	
3	STEVE HORNE	TREASURER	
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			



## Structure, governance and management

### 5. Description of the charity's trusts

Type of governing document	Main Constitution of the Parachute Regimental Association and Standard Branch Rules approved on 26 January 2008.
How the charity is constituted	Unincorporated Association
Trustee selection methods	The committee members are elected by the branch members

### 6. Additional governance notes

The branch exists to further the purposes and aims of the Parachute Regimental Association (Charity Commission registration number 214015). As part of a national network the branch is expected to follow guidance set by the executive committee of the main Association. The governing documents, guidance and governance notes are available on the Association's website <http://www.army.mod.uk/infantry/regiments/5905.aspx>

Within the guidance and rules committee members of Parachute Regimental Association branches enjoy a large degree of autonomy. They are able to make their own decisions on how to further the charitable purposes of the Association. In particular they can take decisions on branch fundraising, activities and expenditure.

## Objectives and activities

### 7. Summary of the objects set out in the governing document

The Association and its branches exists to:

- 1) Support the serving personnel of the Parachute Regiment and Airborne Forces (in ways which promote their efficiency).
- 2) Maintain links between past and present members of the Airborne Forces.
- 3) Provide welfare support for past and present members (and their dependants) in need of assistance.
- 4) Undertake acts of public commemoration and remembrance of members and former members of the Armed Forces of the crown.

(Subject to amendment at PRA 2009 AGM)

### 8. Summary of the main activities in relation to these objects

The Association and its branches participate in, support, and organise a range of activities which provide a public benefit. These include:

- Public events to raise awareness about the role of the Regiment, to encourage public support for the Regiment and to assist in recruitment.
- Holding events and reunions for past and present members of the Airborne Forces (to assist in promoting esprit de corps).
- Acts of commemoration and remembrance (e.g. Armistice Day, Normandy events, Arnhem events, funerals) which raise public awareness of those who have lost their lives or put themselves at risk in service of the public.
- Maintaining a membership network and encouraging social contact in order to identify those former members and dependants who may be in need from time to time.
- Providing Welfare Officers who visit members and dependants who may be sick, recently bereaved, or find themselves in difficult circumstances.
- Making grants (either individually or to organisations) to support past and present members of the Airborne Forces and their dependants who are in need.
- Sending parcels and aid to soldiers deployed on operations.
- Supporting Parachute Regiment recruits at Catterick.

## Achievements and performance

9. Summary of the main branch activities during the year

SEE ATTACHED ANNUAL REPORT \*

## Financial review

10. Brief statement of the finances and reserves

The branch had an income of £ 9686 and expenditure of £ 10113 during the year.

It has realisable cash reserves of £ 2197 .

The committee have reviewed the branch's present level of reserves. They have considered the present economic climate and risks to branch income. They are satisfied given the current economic climate these reserves are justified to cover charitable expenditure in future years.

## Declaration

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

Signed on behalf of the branch committee members

Signature

*Steve Horne*

Full name

STEVE HORNE

Position (e.g. Secretary, Chair, etc)

TREASURER

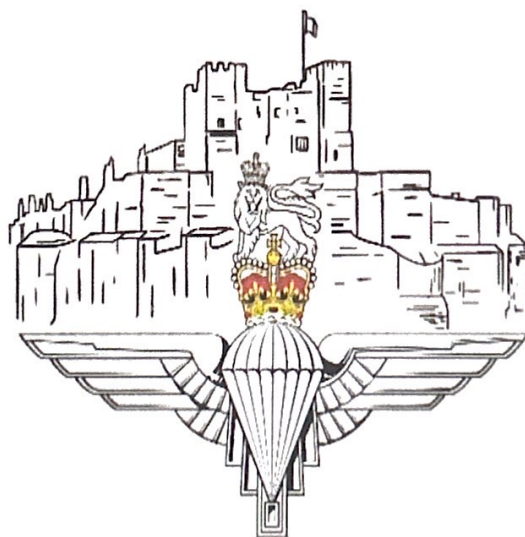
Date

01/10/2022

# **Annual Report**

**2021 - 2022**

**The Parachute Regimental Association  
(Dover Branch)**



**DOVER PARAS**

Charity Number 1190477





From the Secretary, Dover Paras

*Ad Unum Omnes*



# THE PARACHUTE REGIMENTAL ASSOCIATION

Patron: HIS ROYAL HIGHNESS King Charles III, KG, KT, PC, GCB, AK, QSO, ADC

## Dover Branch

33 Stonehall  
Lydden  
Kl..Dover  
CT15 7JY

Tel: -07563 544320

### Annual General Meeting - 2022

[secretary.doverpra@gmail.com](mailto:secretary.doverpra@gmail.com)  
8<sup>th</sup> October 2022

Copied to: -

Gary Bagshaw (Chairman)  
Jason Hurd (Secretary)  
Steve Horne (Treasurer)

Paul Raison (Secretary RHQ)  
David Smart (Regional Secretary)

### Minutes for Dover Branch PRA Annual General Meeting (AGM) held at the Marina Spa Hotel on 8<sup>th</sup> October 2022

#### The Minutes meeting was hosted by.

Jason Hurd (Secretary)  
Steve Horne (treasurer)

**Registered Charity Number 1190477**

#### **Disclaimer.**

This letter provides a conduit between the branches to allow ideas, articles and topics to be viewed and discussed by the branches.



From the Secretary, Dover Paras

*Ad Unum Omnes*



17 members attended.

Meeting opened at 19.35 hrs.

- Minutes of the last AGM were read

**Proposed by** Kev Eaton

**Seconded by** Reg Wilkie

That the minutes from the last AGM have been read

**Carried**

- Liquidity state of the accounts

**Proposed by** Rikki Sullivan

**Seconded by** Gary Gunner

That the branch accounts have been read

**Carried**

- Re-elect/vote in trustees

**Proposed by** Stephen Forcge

**Seconded by** Jim Feareon

That the branch trustees be re-elected

**Carried**

- Branch Officers and appointments

**Proposed by** Dorian Rees

**Seconded by** Paul Jacobson

That the branch Officers (See attached list) be appointed

**Registered Charity Number 1190477**

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From the Secretary, Dover Paras

*Ad Unum Omnes*



**The branch secretary spoke on the following**

**What has been achieved during the reporting period.**

- Remembrance Day parade and numbers on parade were up from last year
- Boxing day dip on the sea front
- WW1 Battlefield tour (BFT) in May
- Jubilee event in June
- The purchase of our branch standard

**What we would like to achieve over the next reporting period**

- Increase the Branch numbers
- Boxing day dip and sponsorship
- More support for events and activities
- More presentations and guest speakers
- Support local charities
- More fund-raising events

Any proposals or questions from the floor - Nil

The next AGM will be held at a time and date TBC.

There being no further business the meeting finished at 20:15

Signed

Gary Bagshaw (Chairman)

Jason Hurd (Secretary)

Steve Horne (Treasurer)



**Registered Charity Number 1190477**

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# PARACHUTE REGIMENTAL ASSOCIATION BRANCH ANNUAL ACCOUNTS STATEMENT

	PRA Branch Name  <b>DOVER</b>	
For the Financial Year Ending <b>01/10/2022</b>		

## Section A Receipts and payments

	Column 1 Unrestricted funds to the nearest £	Column 2 Restricted funds to the nearest £	Column 3 Total funds to the nearest £	Column 4 Last year to the nearest £
<b>A1 Receipts</b>				
Donations, Legacies and Grants	4867	357	-	40
Branch Subscriptions	1915		-	1650
Merchandise Sales	250		-	218
Branch Events and Socials	2297		-	999
Other			-	-
<b>TOTAL RECEIPTS (A1)</b>	<b>9329</b>	<b>357</b>		<b>2907</b>
<b>A2 Payments</b>				
Social and Fundraising Costs			-	-
Regimental Support & Events	8331		-	-
Welfare Expenses and Grants			-	-
Commemoration & Remembrance Costs	1061		-	20
Branch Management and Administration Costs	50		-	7
Merchandising Costs	672		-	256
Other	7		-	-
<b>TOTAL PAYMENTS (A2)</b>	<b>10113</b>	-		<b>283</b>
<b>NET of A1-A2</b>	<b>-784</b>	<b>357</b>	-	<b>2624</b>
<b>A3 Transfers between funds</b>	-	-	-	-
<b>A4 Cash funds last year end</b>	<b>2624</b>	-	-	-
<b>Cash funds this year end</b>	<b>1840</b>	<b>357</b>	-	<b>2624</b>



# **PARACHUTE REGIMENTAL ASSOCIATION BRANCH ANNUAL ACCOUNTS STATEMENT**



PRA Branch Name

DOVER



For the Financial Year Ending 01/10/2022

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

Categories

Details

Unrestricted  
Funds  
Column 1  
to nearest £

Restricted Funds  
Column 2  
to nearest £

### **B1 Cash funds**

General Branch Funds
Welfare Fund ( Optional)
Other restricted Funds (Optional)
<b>Total cash funds</b>

(agree balances with receipts and payments account(s))

1840
-
1840 -

357
-
357 -

### **B2 Other monetary assets**

Details

Unrestricted  
Funds  
to nearest £

Restricted Funds  
to nearest £

-
-

-
-

### **B3 Investment assets**

Details

Cost (optional)

Current value (optional)

-
-

-
-

### **B4 Assets retained for the branch's own use**

Details
<u>BRANCH STANDARD</u>

Cost (optional)

Current value (optional)

1061
-
-
-

1000
-
-
-

### **B5 Liabilities**

Details

Amount due  
(optional)

When due (optional)

-
-


Branch Accounts approved by the committee members on the :

Date of approval

Signature

Full Name & Position

Steve Horne  
**STEVE HORNE (TREASURER)**



# INDEPENDENT EXAMINERS REPORT (ENGLAND AND WALES BRANCHES)



## Independent examiner's report on branch accounts of the Parachute Regimental Association



### Section A

#### Independent Examiner's Report

Report to the committee  
members of

DOVER PRA

On accounts for the year  
ended

01/10/2022

Registered  
Charity Nu.

1190477

Respective  
responsibilities of  
trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act), as amended by s.28 of the Charities Act 2006) and that an independent examination is needed. It is my responsibility to:

- examine the accounts (under section 43 of the Act, as amended),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended), and
- to state whether particular 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 I do not express an audit opinion on the accounts.

Independent  
examiner's statement

In the course of 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 trustees have not met the requirements to ensure that:
  - proper accounting records are kept (in accordance with section 41 of the Act); and
  - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; 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.

Signed:

S. EATON

Date:

15/10/22

Name:

SUSAN BATON

Relevant professional  
qualification(s) or body  
(if any):

DipFA

Address:

33 STONEHALL  
LYDDEN, DOVER  
KENT CT15 7JH

**Section B****Disclosure**

Only complete if the examiner needs to highlight material problems.

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