

Trustees' Annual Report for the period

From **01/04/2023** Period start date
To **31/03/2024** Period end date

Charity name: Rickmansworth & Watford Unit 351 of the Sea Cadet Corps

Charity registration number: 282817

Objectives and Activities

Statement	SORP reference	Trustees' statement
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The charitable purpose of the Charity (also referred to as the "Unit" or "TS Renown") is to promote the development of young people in achieving their physical, intellectual, and social potential as individuals and as responsible citizens by the provision of education and leisure time activities using a nautical theme and in accordance with the principles, ethos and practices of the Marine Society & Sea Cadets (MSSC).
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	Main activities centre on offering young people a safe and structured environment in which to develop. Provide access to education and training including (but not restricted to): sailing (inshore and offshore), paddle sports, rowing, power boating, seamanship, navigation, cooking, first aid, drill, piping, meteorology, adventurous training, and community service. Provide opportunities to obtain a range of qualifications (internal and third party). Provide opportunities for community involvement.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Additional information (optional)

Statement	SORP reference	Trustees' statement
Contribution made by volunteers	Para 1.38	No specific financial contribution is made to the Unit by its Volunteers.

Achievements and Performance

Statement	SORP reference	Trustees' statement
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>We provided a safe and comfortable environment for our children and young people to learn various practical skills, based on the traditions of the Royal Navy and develop their social skills through interaction with our volunteers and fellow cadets (senior and junior). Our volunteer staff are given training and support to provide the juniors and cadets with a high standard of learning. Highlights during the year include:</p> <ul style="list-style-type: none"> • 2023 Greater London RFCA Lord Lieutenant's Cadet from the Unit. • 2023 London Area First Sea Lord's Cadet from the Unit. • Winners of the Killick Trophy for the second year in a row (second best unit in London Area) missing out on first place by a single point. • A total of 1,419.5 nautical hours achieved by young people (516 rowing, 145 powerboating, 124 sailing and 634.5 undertaking paddlesports). • Building improvements, including roof repair, renovation of Seamanship area and repainting of main deck, mezzanine and classrooms.

Financial Review

Statement	SORP reference	Trustees' statement
Review of the charity's financial position at the end of the period	Para 1.21	<p>The Unit is in a stable financial position as at 31 March 2024:</p> <ul style="list-style-type: none"> • Total income was £37,417; • Total expenses were £42,894; • Resulting in a net outgoing of (£5,477) for the year. <p>The largest recurring source of income was cadet subscriptions, though the charity also benefited from a significant grant for the purpose of conducting repair to our roof. Other significant sources are donations (through fundraising events and JustGiving donations), and rental income (which will not be continuing into future periods).</p> <p>Main items of expense were building repair costs (in particular, repairs to the building roof and the foredeck area), and operational overheads (including electricity, insurance and heating oil).</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	A renovation reserve was historically retained to provide funds from which building improvement and unforeseen repairs costs could be covered ("re-equipment project"). That fund stood at £7,307 as at 31 March 2022, and was depleted in the year ended 31 March 2023. No reserves are held as at 31 March 2024; the Trustees are considering how a building improvement reserve can be re-established given anticipated levels of income and expenditure.
Amount of reserves held	Para 1.22	£ nil
Reasons for holding zero reserves	Para 1.22	See above: depleted during the year ended 31 March 2023. The Trustees are considering how a building improvement reserve can be re-established given anticipated levels of income and expenditure.
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The primary contributing factor to the deficit in the financial year ended 31 March 2024 was the amounts spent on building refurbishment and repairs to the roof. These were conducted in mitigate the impact of future repair costs and with full understanding that it would result in significant exceptional outlay. Such spending is not expected to recur in future periods and certainly not within the coming 12 months.

Statement	SORP reference	Trustees' statement
		<p>The Trustees assess the Going Concern uncertainties and risks to be Low for the next 12-month period as the Unit has sufficient resources to be able to continue to operate in that period.</p> <p>Anticipating rising costs, the Trustees assess the Going Concern uncertainties and risks to be Medium beyond the next 12-month period.</p>

Structure, Governance and Management

Statement	SORP reference	Trustees' statement
Type of governing document (trust deed, royal charter)	Para 1.25	SEA CADET STANDARD CONSTITUTION (issued by: Director Volunteer & Business Support, Marine Society & Sea Cadets).
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated
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 elected at the Charity / Unit Annual General Meeting. The AGM / election is open and overseen by a Returning Officer (as set out in the SEA CADET STANDARD CONSTITUTION).

Additional information (optional)

Statement	SORP reference	Trustees' statement
Policies and procedures adopted for the induction and training of trustees	Para 1.51	Trustees are also Cadet Force Adult Volunteers (CFAVs). Our Unit CFAVs undergo Enhanced DBS vetting prior to appointment and on a regular basis, and must undertake Safeguarding and Data Handling training courses on a regular basis.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Although a separate and independent Charity, the Unit is affiliated to and governed by procedures and oversight of the Marine Society and Sea Cadets (a charity registered in England and Wales 313013 and in Scotland SC037808).

Reference and Administrative details

Charity name	RICKMANSWORTH AND WATFORD UNIT 351 OF THE SEA CADET CORPS
Other name the charity uses	<ul style="list-style-type: none"> • Rickmansworth & Watford Sea Cadets • TS Renown
Registered charity number	282817
Charity's principal address	Cassio Bridge Watford Road Rickmansworth Hertfordshire WD3 3DG

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	Priyankumar Patel	Chair		Elected by Unit Membership
2	Marlene Rhodes	Commanding Officer		Elected by Unit Membership
3	Malarvile Velaigam	Trustee		Elected by Unit Membership
4	Nitin Makharia	Treasurer		Elected by Unit Membership
5	David Barton	Trustee	Until 20 March 2024	Elected by Unit Membership
6	Deborah Tindall	Secretary	Until 12 April 2024	Elected by Unit Membership
7	Jonathan Hemingway	Trustee	Until 7 May 2024	Elected by Unit Membership
8	Paul Matarewicz	Trustee	Until 20 June 2024	Elected by Unit Membership
9				
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20				

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

Director name		
n/a		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a

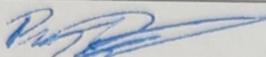
Other optional information

n/a

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		<u>MRhodes</u>
Full name(s)	PRIYANKUMAR PATEL	S/Lt (SCC) MARLENE RHODES RNR
Position (eg Secretary, Chair, etc)	CHAIR	COMMANDING OFFICER
Date	17 JANUARY 2025	

Statement of Activities (Income Statement) For April 2023 to March 2024

Revenue	31 March 2024	31 March 2023	Comments
Rent	4,582.50	10,800.00	Nursery
Subs	10,505.16	6,525.00	for the year less back dated subs received
Uniform Income	705.00	300.00	Uniform fee
Gift Aid	741.63	-	25% Claim from HMRC
Fundraising	500.73	1,321.00	Easyfundraising + Priyan donation on Fundraising day
Donation	1,335.00	2,170.00	Cheque from 29th May + Benevity donation
Just Giving	1,513.30	-	Just Giving
Grant	-	3,300.40	
Junior Grant Income	1,000.00	-	Funds received and spent in full
Leader Grant Income	1,000.00	-	Funds received and spent in full
Interest Received	567.26	222.55	Bank interest
Travel refund MSSC	773.67	-	Travel claims made by Marlene to MSSC
Rose Foundation	-	5,000.00	
MSSC Fund	-	1,597.91	
Roof Repair Receipt	11,600.00	-	
Fund Raising Events	2,505.11	558.18	Breakdown per event
Hall Booking Income	87.50		Short term letting
Total Revenue	37,416.86	31,795.04	

Expenses			
Cleaning	819.57	303.82	
Bank charge	130.90	145.50	
Ground Rent	307.18	785.00	
Business Rates	243.20	524.80	
	-		
Junior Grant Expense	1,000.00		Grant received and spent in full
Leader Grant Expense	989.53		Grant received and spent in full
Rent Expense	-	-	
Waste removal	649.00	590.00	
Fuel	360.25	530.84	
Tuck	-	32.05	
Badges & Uniform	279.47	651.67	to be offset against Uniform income?
General Expenses	-	-	
Refurb - repair	5,338.88	9,186.16	
Maintenance	3,531.22	1,830.11	
Electricity	3,334.28	3,411.18	
Water rates	200.37	170.67	
Hall Booking Expense	-	-	
Boat	-	-	
Subscription	629.53	77.07	
Stationery	-	75.62	
Printing	184.80	-	
Professional - Legal	480.00	-	
License	852.66	886.09	
Insurance	3,031.00	3,406.50	
Oil	621.74	2,755.65	
Communication	-	158.29	
Mobile	106.00	223.97	
Roof Repair Spending	17,221.40	-	
Overhead	744.96	2,155.54	
Events	-	916.69	
Travel	543.92	184.60	
Minibus	1,294.25	470.45	
IT Expenses	-	128.38	
Subtotal Expenses	42,894.11	29,600.65	

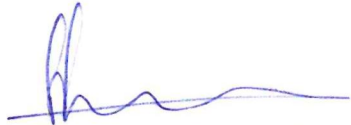
Surplus/(Deficit)	(5,477.25)	2,194.39	
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P Patel 25/07/24
P. PATEL ACA

P.L. DAVIES 25/07/2024
P.L. DAVIES (ACMA)

Statement of Financial Position (Balance Sheet) as of 31st March 2024

	As at 31 March 2024	As at 31 March 2023
Accumulated fund		
Balance at 1-Apr-2023	167,432	167,432
Surplus / (deficit)	(5,477.25)	-
	161,955	167,432
Total Funds	161,955	167,432
Assets		
Fixed Assets	143,212	143,212
equipment	-	-
Minibus Cost	5,000	5,000
	148,212	148,212
Current Assets		
Stock Fuel Oil	300	300
MS-SC Annual Fund	-	
Nutty stock	-	
Cash at Bank	24,370	31,392
Training account	2,486	943
Petty Cash	-	158
	-	
Current Liabilities	-	
Lochan Memorial fund	11,877	11,877
Cadets Fund	897	1,056
Petchy	639	639
	-	
Working Capital / Liquidity	13,743	19,220
Total Assets	161,955	167,432

 25/07/2024
 P. L. DAVIES (Acma)

 25/07/2024
 P. PATEL ACA



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

RICKMANSWORTH & WATFORD UNIT 351 OF THE SEA CADET CORPS

On accounts for the year
ended

31/03/2024

Charity no
(if any)

282817

Set out on pages

1 to 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 03 / 2024**.

Responsibilities and
basis of report

As the charity's trustees, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below *~~) which gives me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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:

Date:

25/07/2024

Name:

PETER DAVIES

Relevant professional
qualification(s) or body

CHARTERED INSTITUTE OF MANAGEMENT ACCOUNTANTS (ACMA)

(if any):

Address:

Section B

Disclosure

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.

N/A
