

Trustees' Annual Report for the period

From (start date) 01/04/24

To (end date) 31/03/25

Reference and Administrative details

Charity name	Exmouth Unit 395 of the Sea Cadet Corps
Other name the charity uses	Exmouth Sea Cadets
Registered charity number	300830
Charity's principal address	6 Camperdown Terrace Exmouth EX8 1EJ

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The charitable purpose of the Unit (the Purpose) 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	a) offer young people a structured environment in which to develop b) provide access to education and training including (but not restricted to): sailing, (inshore and offshore), paddle sports, power boating, seamanship, navigation, marine engineering, cooking, music, first aid, drill, piping, and public service c) provide opportunities for young people to obtain a range of qualifications; and d) 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 hereby confirm that they are aware of the Commission's guidance on public benefit, and that they have taken it into account when making a decision to which the guidance is relevant.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The charity makes no financial grants to external bodies. The charity has arrangements by which cadets who would have difficulty funding Sea Cadet subscriptions or training course fees may be awarded a bursary at the discretion of the trustees.
Policy on social investment including program related investment	Para 1.38	Not currently applicable
Contribution made by volunteers	Para 1.38	The charity has no paid employees and is reliant entirely on the dedication of its volunteers. These include the uniformed staff of instructors and their assistants who interact directly with the cadets, and the 'background team' of the Unit Management Team of trustees who are responsible for the day-to-day management and functioning of the Unit and its premises, and securing of funding and grants for particular purposes.
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	Another successful Annual Unit Review by South West Area, following which we were awarded a Burgee and a Captain's Commendation. Cadets attended a number of boating events and regattas, as well as District and Area Drill and Piping competitions and performed extremely well. The Unit hosted 2 District Weekends. Our sea cadets attended a District Week at Weymouth National Boating Centre, and our royal marine cadets attended a summer camp on Dartmoor. Cadets assisted at the Trafalgar Day service held at Exeter Cathedral. We had stands at the Exmouth Classic Car Show, Organ Donor Day, and Armed Forces Day, and our cadets sold poppies and took part in the annual Remembrance Day parade. Seven cadets visited a local nursing home to attend a Remembrance Day service in the company of retired officers and veterans.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Sea Cadet Standard Constitution 2017
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 hold office on the UMT for 1 year and then stand down at the AGM, but can apply for re-election. Invitations for Trustee nominations are sent out as part of the AGM invitations which are widely distributed and displayed locally. The Constitution requires that: <i>UMT members should be members of the local community, known to the Unit, sympathetic to the aims of the SCC, with appropriate management experience, knowledge and skills, and with the ability to commit the time necessary to manage a Sea Cadet unit and fully understand their responsibilities as a charity trustee of the Unit.</i> No person can stand for election to the UMT unless he or she is eligible in accordance with clause 7 of the Constitution and has been proposed and seconded by at least two other voting members of the Unit.

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	Induction & training is undertaken following the requirements of the SSC Constitution. After an initial interview at the Unit conducted by the UMT Chair and the Officer in Charge, prospective trustees are required to complete
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		an online P1 Form with the help of either the Chair or CO. Part of the P1 requires satisfactory references to be provided by 2 referees chosen by the applicant. This is followed up by a DBS criminal records check and, subject to satisfactory clearance, trustees undertake a Virtual Induction course via the Defence Learning Environment (DLE), followed by online learning courses in Health & Safety, Safeguarding, Equity Diversity and Inclusion, & Responsible for Information.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The charity is affiliated to the Marine Society and Sea Cadets (MSSC) organisation. The Unit is part of Devon District within the South West Area of the MSSC.
Relationship with any related parties	Para 1.51	Not applicable
Other		

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 Jolley	Chair		
2	Sarah Andrews	Officer in Charge		
3	Stephen Nott	Treasurer		
4	Hedley Saunders			
5	Dr Robert Mew		Resigned 31/03/25	
6	Tim Prince		Joined 05/08/24	
7	Sam Wheeler		Joined 17/10/24	
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	Property
Anthony Roy Griffin		Lease of main premises
David Marino		Lease of main premises
Anthony Roy Griffin		Garage at Foxholes Hill
David Marino		Garage at Foxholes Hill

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 falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable

Other optional information

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The income for the period was £29,305.96 with expenditure of £28,646.57 resulting in an excess of expenditure over income of £659.39. On the income side we received external donations amounting to £5,245, and £2147.77 from the SW Area Premises Fund towards the cost of a new fire escape. £632.67 was raised by various fundraising activities. Donations from letting parts of the premises to other community groups raised £9,029.50 and from our garage bequest at Foxholes Hill, £1,500. Gift Aid reclaimed from HMRC amounted to £3219.13. Apart from the normal ongoing running costs our expenses over the year included the final payment of £1,214.95 on the construction of the new fire escape, £2,150 for the purchase of a floating pontoon for our RIB safety boat. At the end of the financial year we had a balance of £7,404.10 in our current account, £10,667.175 in our savings account, and £6,750 in our Reserve account.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	See 'EXM MD05 Reserves Policy' document.
Amount of reserves held	Para 1.22	£6,750
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	None

Additional information (optional)

The charity's principal sources of funds (including any fundraising)	Para 1.47	Cadet subscriptions. Rental income from a private garage bequest Donations from community groups for use of the premises. Income from MSSC for the use of our premises by other cadets units and management. General fundraising activities. Gift Aid on subs and donations from HMRC.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Funds that are not immediately required for the running of the charity are retained in a Barclays savings account. Reserve funds are also held in a separate Barclays Savings account. Both accounts are 'Instant Access' – a fixed term would require a minimum £100k investment.

A description of the principal risks facing the charity	Para 1.46	We have a waiting list of cadets wanting to join, but are unable to take more on until we have recruited additional volunteer instructors. We also require more trustees to join the management team in order to distribute the workload and provide for succession planning.
Other		

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		<i>Sarah Andrews</i>
Full name(s)	Mr Ian William Jolley	Lt. (SCC) Sarah Jayne Andrews RNR
Position (eg Secretary, Chair, etc)	Chair	Officer In Charge
Date	20/09/25	07/10/25

EXMOUTH SEA CADETS

Profit and Loss Account

1st April 2024 to 31st March 2025

	£	Budgeted (year) £
Income Year	£ 29,305.96	£ 18,541.00
Less Expenditure	£ 28,646.57	£ 27,773.00
Balance year to date	£ 659.39	-£ 9,232.00

Income	Current Year	Budgeted (year)
Subscriptions	£ 7,800.00	£ 7,390.00
Donations	£ 5,245.00	£ 100.00
Fire Escape Project	£ 2,147.77	£ -
Fundraising	£ 632.67	£ -
Gift Aid	£ 319.39	£ 318.00
Grants	£ -	£ -
Interest Received	£ 191.63	£ 160.00
Misc Income	£ 107.11	£ 120.00
MSSC Reimbursements	£ 1,752.89	£ 630.00
Rental Donations (Premises)	£ 9,029.50	£ 8,323.00
Rental Income (Garage)	£ 1,500.00	£ 1,500.00
Training Courses & Camps	£ -	£ -
Uniform Deposits	£ 580.00	£ -

Note to the Income:

Donations include: £3,500 from the Stafford Trust and £1089.75 from Tesco and £100 from Exeter Flotilla.
We received £2147.77 reimbursements as the Fire Escape project ended.
Rental Donations mainly came from the Art Group, Gig Club, and Pilates

Total Income	£ 29,305.96	£ 18,541.00
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Expenditure	Current Year	Budgeted
Advertising	£ -	£ -
AGM/Inspection/Entertainment/Mess	£ 411.45	£ 1,181.00
Bank Charges	£ 1.94	
Boats & Moorings: Repairs & Maint.	£ 4,814.63	£ 1,460.00
Boats: Marina & Mooring Fees	£ 3,801.64	£ 3,133.00
Cleaning	£ 2,604.84	£ 2,592.00
Electricity	£ 1,046.92	£ 1,200.00
Equipment: Repairs, Replacements, Hire	£ 528.69	£ 624.00
Exmouth SCC Bursary Account	£ -	£ -
Fire Escape Project	£ 1,214.95	£ -
Fuel & Charges: Vehicles & Boats	£ 621.95	£ 1,302.00
Fundraising Expenses	£ -	£ -
Gas	£ 732.89	£ 1,428.00
Gifts	£ 106.48	£ -
Ground Rent	£ 1,500.00	£ 1,500.00
H&S Checks & Maintenance Contracts	£ 556.08	£ 1,611.00
Licences: GDPR & Others	£ 285.00	£ 135.00
Miscellaneous Expenses	£ 150.43	£ 120.00
Premises: Insurance	£ 2,476.00	£ 3,384.00
Premises: Repairs & Maintenance	£ 908.43	£ 1,200.00
Printing, Postage & Stationery	£ 159.81	£ 120.00
Telephone, Fax & Internet	£ 645.58	£ 672.00
Training Courses & Camps	£ -	£ -
Uniforms & Badges	£ 626.44	£ 180.00
Unit Toiletries	£ 97.24	£ 180.00
Vehicle: Insurance	£ 1,552.68	£ 1,901.00
Vehicle: Repairs, Maintenance & MOT	£ 2,661.94	£ 2,650.00
Vehicle: Road Tax	£ 642.50	£ 660.00
Water Rates	£ 498.06	£ 540.00
Total Expenditure	£ 28,646.57	£ 27,773.00

Note to the Expenditure:

Main expenses also included money that was used for equipment for which grants were given, some of which come under Boats and Moorings Repair and Maintenance.
There were exceptionally heavy vehicle repair bills

Balance Sheet

6th April 2024 to 5th April 2025

Excess of Income over Expenditure 2024/2025	£	659.39
B/Fwd Bank Current Account	£	8,441.52
B/Fwd Bank Savings Account	£	17,285.15
B/Fwd Petty Cash	£	2.52
B/f Creditors	£	1,895.03
	£	24,493.55

Bank Current Account	£	7,404.10
Bank Savings Account	£	10,667.27
Bank Reserve Account	£	6,750.00
Petty Cash	£	8.29
Creditors	£	336.11
Carried forward to following year	£	24,493.55

Please note there is a small discrepancy of brought forward balance in April 2024, due to minor mistakes that only came to light at the start of April 2025, so these have been removed.

I certify that the accounts have been checked and are correct.



Jason Simons FCA

Dated 7/6/2025

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF EXMOUTH UNIT 397 OF THE SEA CADET CORPS

I report to the trustees on my examination of the accounts of the Exmouth Unit 397 of the Sea Cadet Corps for the year ended 31 March 2025.

Responsibilities and basis of report

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

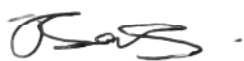
I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination and I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Signed: 

Name: JASON SIMONS

Relevant professional qualification or membership of professional bodies (if any): FCA (ICAEW)

Address: 60 DOYES CRESCENT
EXMOUTH
DEVON
EX8 4SD .

Date: 07/10/25 .