



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01 April 2020 Period start date To 31 March 2021 Period end date

Charity name: Bournemouth Unit 49 of the Sea Cadets

Charity registration number: 301756

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote the development of young people in achieving their physical, intellectual and social; potential as individuals and responsible citizens. This is achieved through the provision of education and leisure activities based on nautical themes and in accordance with the principles, ethos and practices of the Marine Society and 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	Bournemouth Unit 49 contributes to the local Bournemouth community through the provision of facilities for the Sea cadets and Royal Marines Cadets. It also manages the lettings of the Phoebe Centre to charitable and other local organisations. The revenue from these lettings is an essential element of Bournemouth Unit 49's revenue which directly contributes to the maintenance costs of the Phoebe Centre
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	UMT meetings are held on a regular basis throughout the calendar year, approximately every 6 weeks. Planning and decision making during each meeting is cognisant of the Charity Commission's Guidance on Public Benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	Bournemouth Unit 49 is competently supported by 26 volunteers: 5 trustees who form the Unit Management Team (UMT), and 21 Adults who are Cadet Instructors and Unit Assistants. All share a common desire to give young people from the local area a fun, meaningful, and fulfilling start to life which is structured on the values and customs of the Royal Navy. This commitment absorbs much of their spare time and requires patience, enthusiasm, professionalism and teamwork.
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	Despite the constraints of COVID-19, Bournemouth Unit 49 has continued to meet its objectives through the guidance of the Unit Management Team, the commitment of the Adult Cadet Instructors, and the enthusiasm and determination of the cadets. Unfortunately, the Adult Cadet Instructors had no opportunity to progress their qualifications as their priority was to support cadet engagement and training on-line. Sea Cadets and Royal Marines Cadets did what they could to remain engaged with online cadet activities. Many were able to attend online training and development courses and receive awards. Approval granted to return to boating and return to parading received In February 2021. The unit reopened, and outdoor activities were the main focus, primarily kayaking and map reading. The facilities of the charity continue to be utilised by two other charities: The Bourne Water Dragons and the Dorset Disabled Canoe Unit

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
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Performance of fundraising activities against objectives set	Para 1.41	Fundraising and special events proceeds generated £267.92 in revenue
Investment performance against objectives	Para 1.41	The charity has no investments requiring consideration of investment performance objectives
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	See the Receipts & Payments Account for the year ended 31 March 2021.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held in Restricted Funds to provision for known future costs such as essential health and safety refurbishment. Reserves are held in Unrestricted Funds to provision day-to-day operating costs; maintenance of liquid resources of £6,000 to £7,000 which represents approximate fixed operating costs for half year.
Amount of reserves held	Para 1.22	£63,403.66
Reasons for holding zero reserves	Para 1.22	N/A
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	N/A

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	See Page 1 of the Receipts & Payments Account for the year ended 31 March 2021.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	Severe reduction in the number of cadets, Trustees and/or Adult Volunteers which would make the organisation untenable. Loss of the revenue generation from the rental of the Phoebe Centre.
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
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated Organisation
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 selected through an application and interview assessment process. Trustees are appointed or reappointed through a formal and public annual process by voting members at the Annual General Meeting

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 induction of Trustees is in accordance with MSSC guidance (Sea Cadet Regulations (SCR) and associated Appendices to Sea Cadet Regulations (ASCR)), the Code of Conduct, and fulfils the specified training requirements. This includes volunteering, Sea Cadet Corps knowledge, health and safety, safeguarding, advancement and equality and diversity, and a Disclosure and Barring Service (DBS) disclosure
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Bournemouth Unit 49 sits within the national MSSC structure as part as Wessex District in the Southern Region
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Bournemouth Unit 49 of the Sea Cadets
Other name the charity uses	
Registered charity number	301756

Charity's principal address	TS Phoebe Centre 65 Gloucester Road Bournemouth BH7 6JB

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	Philip Roberts	Commanding Officer		
2	James Curren	Treasurer		
3	Laura Rosenfeld	Fundraising Trustee		
4	Simon Meerza	RNA Representative and Community Trustee		
5	Steven Lee	Chair and Secretary	From 24-Aug-20	
6	David Christian	Facilities Trustee	From 24-Aug-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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Bank	Lloyds Bank plc	Bournemouth Branch
Bank	Barclays Bank UK plc	Bournemouth Branch

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

Steven Lee

Exemptions from disclosure

Reason for non-disclosure of key personnel details

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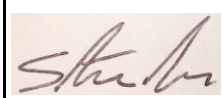
Other optional information

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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)	Steven Lee	
Position (eg Secretary, Chair, etc)	Chair and acting Secretary	
Date	18 December 2021	



RECEIPTS & PAYMENTS ACCOUNT
for the Year Ended 31 March 2021

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Report by Independent Examiner

**BOURNEMOUTH SEA CADETS
& ROYAL MARINES CADETS**
Registered Charity No 301756



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UNIT 49 T.S. PHOEBE

**RECEIPTS & PAYMENTS
ACCOUNT**

for the Year Ended 31 March 2021

REVENUE & NON-REVENUE RECEIPTS

	31-Mar-21 £	31-Mar-20 £
REVENUE RECEIPTS		
MSSC Annual Fund (Restricted)	16,400.00	-
External Grants (Restricted)	16,573.18	-
External Grants	39,500.14	-
Cadet Contributions	536.00	4,027.83
Donations / Legacies	2,995.19	550.00
Gift Aid Tax Claims	548.00	-
Fundraising & Special Events Proceeds	267.92	3,239.87
Refund 2018/2019 Non-Business & Water Rates	899.82	1,716.05
OTHER CHARITABLE ACTIVITIES		
Course Fees	4,255.75	3,910.19
Property Rents (including occasional)	8,817.50	13,675.00
<u>TOTAL REVENUE RECEIPTS</u>	90,793.50	27,118.94
NON-REVENUE RECEIPTS		
Proceeds from Sales of Fixed Assets	-	650.00
<u>TOTAL NON-REVENUE RECEIPTS</u>	-	650.00
<u>TOTAL RECEIPTS</u>	90,793.50	27,768.94

**BOURNEMOUTH SEA CADETS
& ROYAL MARINES CADETS**
Registered Charity No 301756



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RECEIPTS & PAYMENTS ACCOUNT
for the Year Ended 31 March 2021

REVENUE & NON-REVENUE PAYMENTS

	31-Mar-21 £	31-Mar-20 £
REVENUE PAYMENTS		
DIRECT CHARITABLE ACTIVITY COSTS		
Fundraising & Special Events Costs	-	908.10
Fuel & Travel Costs	-	1,389.67
Training Courses Costs	2,591.25	2,961.34
Equipment / Protective & Sporting Clothing / Badges	3,171.37	1,024.19
Cadet Contributions & Rental Refunds	438.00	-
OVERHEAD COSTS		
BCP Non-Domestic Rates	-	3,267.17
Heat, Light & Water	2,372.82	4,317.94
Telephone & Broadband	549.71	562.11
Hygiene, Health & Wellbeing	1,396.45	414.23
Office Supplies, Postage & Printing	395.58	279.85
MAINTENANCE COSTS		
Boat Station Development	478.44	1,142.64
Vehicles	1,440.82	1,453.39
Insurance Costs	1,724.00	1,688.70
Buildings & Estate	3,853.32	1,361.90
CHARITY GOVERNANCE COSTS		
Accounts / Independent Examination	60.00	60.00
<u>TOTAL REVENUE PAYMENTS</u>	18,471.76	20,831.23
NON-REVENUE PAYMENTS		
Projects Expenditure	45,526.81	-
<u>TOTAL NON-REVENUE PAYMENTS</u>	45,526.81	-
<u>TOTAL PAYMENTS</u>	63,998.57	20,831.23

BOURNEMOUTH SEA CADETS**3****& ROYAL MARINES CADETS****Registered Charity No 301756****RECEIPTS & PAYMENTS****ACCOUNT****for the Year Ended 31 March 2021****NET CHANGE FOR YEAR IN CASH/BANK BALANCE**

	31-Mar-21 £	31-Mar-20 £
TOTAL REVENUE		
Receipts - Revenue & Non-Revenue	90,793.50	27,768.94
Payments - Revenue & Non-Revenue	(63,998.57)	(20,831.23)
NET REVEUE FOR THE YEAR	26,794.93	6,937.71
Cash/ Bank balance from previous year	36,608.73	29,671.02
CASH/BANK BALANCE 31 MARCH	63,403.66	36,608.73

BOURNEMOUTH SEA CADETS

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& ROYAL MARINES CADETS**Registered Charity No 301756****RECEIPTS & PAYMENTS ACCOUNT****for the Year Ended 31 March 2021****STATEMENT OF ASSETS & LIABILITIES**

		31-Mar-21 £	31-Mar-20 £
CURRENT ASSETS			
Bank Balances	(Note 3)	63,404	36,609
Amounts Receivable	(Note 4)	10,927	-
TOTAL CURRENT ASSETS		74,330	36,609
FIXED ASSETS	(Note 6)		
Phoebe Centre : Storage Container		3,666	-
Boat Station : Boats		1,090	2,180
Boat Station : Equipment		829	1,658
Minibus		4,800	6,400
Computer - Related Equipment		184	277
TOTAL FIXED ASSETS		10,569	10,515
CURRENT LIABILITIES			
Amounts Payable	(Note 5)	1,678	-
TOTAL CURRENT LIABILITIES		1,678	-

Signed as authorised by the Unit's Management Committee on 12 April 2021

**BOURNEMOUTH SEA CADETS
& ROYAL MARINES CADETS**

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Registered Charity No 301756



**RECEIPTS & PAYMENTS ACCOUNT
for the Year Ended 31 March 2021**

LIQUIDITY & FUNDS STATEMENT

LIQUIDITY - NET CURRENT ASSETS

Bank Balances	(Note 3)
Amounts Receivable	(Note 4)
Amounts Payable	(Note 5)

31-Mar-21	31-Mar-20
£	£
63,403.66	36,608.73
10,926.82	-
(1,678.00)	-
72,652.48	36,608.73

FUNDS

Restricted Funds

- Phoebe Centre Platform Lift Project
- Storage & Development Project
- IT Development Project


Designated Funds

- Phoebe Centre H&S Development
- Boat Station & Boating Development

Unrestricted Fund

- Free / Disposable Resources

31-Mar-21	31-Mar-20
£	£
-	11,000.00
10,926.82	-
2,500.00	-
19,000.00	6,000.00
21,700.00	4,507.36
18,525.16	15,101.37
72,651.98	36,608.73

BOURNEMOUTH SEA CADETS & ROYAL MARINES CADETS				6
Registered Charity No 301756				
		UNIT 49 T.S. POOLBE		
RECEIPTS & PAYMENTS ACCOUNT				
for the Year Ended 31 March 2021				
NOTES TO THE RECEIPTS & PAYMENTS ACCOUNT				
1	INDEPENDENT EXAMINATION			
	2020/2021 gross income totalling £90,793 exceeds the £25,000 threshold relating to the requirement for the filing of Accounts with the Charity Commission.			
	Accordingly, the attached small charity Receipts & Payments Account is subject to an Independent Examination.			
	The independent examiner's Opinion / Statement on the examination, to be carried out in accordance with General Directions given by the Charity Commission, will be submitted to the Charity Commission together with the Receipts & Payments Account.			
2	FORMAT OF RECEIPTS & PAYMENTS ACCOUNT			
	The format of the attached Receipts & Payments Account which is applicable to small charities is essentially a Cash Analysis plus a Statement of Assets & Liabilities.			
	A Liquidity & Funds Statement (refer page 6) based on Net Current Assets has been added to provide Trustees, who are members of the Unit Management Team, with additional financial control data.			
3	BANK BALANCES	31-Mar-21	31-Mar-20	
		£	£	
	Barclays Bank - Current Account	61,632.58	-	
	Lloyds Bank - Current Account	771.08	36,608.73	
	Equals Credit Card Accounts	1,000.00	-	
		63,403.66	36,608.73	
4	AMOUNTS RECEIVABLE	31-Mar-21	31-Mar-20	
		£	£	
	Storage & Development Grant	10,926.82	-	
		10,926.82	-	

BOURNEMOUTH SEA CADETS**& ROYAL MARINES CADETS**

Registered Charity No 301756



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UNIT 49 T.S. PICKER

RECEIPTS & PAYMENTS ACCOUNT

for the Year Ended 31 March 2021

NOTES TO THE RECEIPTS & PAYMENTS ACCOUNT

					31-Mar-21	31-Mar-20
5	AMOUNTS PAYABLE				£	£
	Cancelled Courses - Reallocation of JTYAF Fees				1,678.50	-
					1,678.50	-
6	MOVEMENT IN FIXED ASSETS					
		Storage	Boat Station	Boat Station		Computer
		Container	Boats	Equipment	Miscellaneous	Equipment
		£	£	£	£	£
	BOOK VALUE					
	31-Mar-19	-	4,100	2,800	8,000	370
	Scrapped					
	& Sold	-	(830)	(313)	-	-
	31-Mar-20	-	3,270	2,487	8,000	370
	Purchased	3,666	-	-	-	-
	31-Mar-21	3,666	3,270	2,487	8,000	370
	DEPRECTN					
	2019/2020	-	(1,090)	(829)	(1,600)	(93)
	2020/2021	-	(1,090)	(829)	(1,600)	(93)
		-	(2,180)	(1,658)	(3,200)	(186)
	NET BV					
	31-Mar-21	3,666	1,090	829	4,800	184
			(a)	(a)	(b)	(c)
	(a)	Straight-Line Depreciation			33 1/3%	
	(b)	Straight-Line Depreciation			20%	
	(c)	Straight-Line Depreciation			25%	

BOURNEMOUTH SEA CADETS**& ROYAL MARINES CADETS****Registered Charity No 301756****UNIT 49 T.S. PHOEBE****RECEIPTS & PAYMENTS****ACCOUNT****for the Year Ended 31 March 2021****NOTES TO THE RECEIPTS & PAYMENTS ACCOUNT****7 THE UNIT AS A GOING CONCERN**

Notwithstanding the impact of the Covid-19 virus on the 2020/2021 financial year which can be readily determined from the attached financial statements, the Unit, with prudent operational and financial control exercised by Trustees, continues to be stable and financially sound as a Going Concern.

Suttle & Co

Certified Public Accountants

Trading Name of Commercial Accounting & Taxation Ltd Co. Reg. 10061360

Unit 1, The Sidings, Victoria Avenue Industrial Estate, Swanage, Dorset, BH19 1AU - Tel: 01929 422093

Gary Suttle AIA ACPA – gary.suttle@gmsuttle.co.uk Helen Christopher ATT ACPA - helen.christopher@gmsuttle.co.uk

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF BOURNEMOUTH UNIT 49 OF THE SEA CADET CORPS
FOR THE YEAR ENDED 31ST MARCH 2021

Respective responsibilities of the Trustees and examiners

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts (under section 145 of the Charities Act)
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Charities Act); and
- to state whether particular matters have come to our attention.

Basis of independent examiner's statement

Our 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 no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with our examination, no matter has come to our attention:

1. Which gives us reasonable cause to believe that in any material respect the requirements;

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. To which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


Mrs Helen Christopher ATT CPAA

21 June 2021