

**GRAVESEND UNIT NO.159 OF THE SEA CADET CORPS**

**Minutes of the Annual General Meeting held at the Unit**

**16<sup>th</sup> October 2024 at 19.30hrs**

<b>Present:</b>	<b>UMT Members</b> Mr M Hannon (Chair) CPO T Chapman (OiC) Mrs B Mackley (Secretary, temporary) (Chair P&SA) Mr G Ajassi (Treasurer) Cdr. I Dunkley. RD, RNR (Rtd) Mr M Wenban Mrs R Dymond Cllr A Ridgers <b>Unit members present entitled to vote (one vote per family)</b> Mr M Smallcorn Mrs C Degiorgio Mrs S Steadman K Skutova Mrs C Rudden-Vine Mrs J Fenwick K Foster M Nikolajeva <b>Others not entitled to vote</b> Lt Cdr M Gambell (District Officer) Rev J Horton (Area Chaplain) Rev N Bourne (Unit Chaplain) Mrs L Rush Mr R Day Mrs V Edley Mr P Edley AC Danni
<b>Apologies for absence</b>	Mrs S Langdale (Hon Vice President) Mr A Nailor (Vice Chair) Mrs D Smallcorn Mr K Toms
<b>Chairman's Opening Address:</b>	Mr Mark Hannon welcomed the attendees and explained the process of the meeting. He thanked those who had made complimentary comments to him about the unit prior to the meeting starting.
<b>Minutes of last AGM:</b>	The minutes of the AGM held on 25 <sup>th</sup> October 2023 at 1940hrs had been circulated prior to the meeting and were now agreed. Proposed: Mr M Wenban Seconded: Mr M Smallcorn
<b>Matters Arising not covered in the reports to follow:</b>	None
<b>Chairman's Report:</b>	See appendix A. There were no questions raised at the meeting on this report
<b>OiC Report:</b>	See Appendix B. There were no questions raised at the meeting on this report

<b>P&amp;SA Report:</b>	See Appendix C. There were no questions raised at the meeting on this report																														
<b>Cadet Voice Report:</b>	See Appendix D. There were no questions raised at the meeting on this report.																														
<b>Hon. Treasurer’s Report</b>	See Appendix E Mr George Ajassi. The accounts had been circulated prior to the meeting. Mr Ajassi commented that the funds were well managed and there had been sustainable performance. The Treasurer has had the accounts examined as was required. The accounts were proposed for adoption. Proposed: Mr M Smallcorn Seconded: Cllr A Ridgers																														
<b>Election of Committee:</b>	<p>All existing members of the UMT had agreed to stand for re-election. The election of UMT members was handed over to the District Officer, Lt Cdr Mark Gambell in the absence of the Hon. Vice President Mrs Sara Langdale. He read out each name with proposers and seconders and recorded each vote. He reiterated the invitation for new members.</p> <p>The committee members as listed below were agreed unanimously.</p> <table><thead><tr><th></th><th><b>Proposed</b></th><th><b>Seconded</b></th></tr></thead><tbody><tr><td>Mr M Hannon</td><td>Ian Dunkley</td><td>Rosemary Dymond</td></tr><tr><td>Mr A Nailor</td><td>Ian Dunkley</td><td>Mark Hannon</td></tr><tr><td>Mr G Ajassi</td><td>Rosemary Dymond</td><td>Ian Dunkley</td></tr><tr><td>Mr M Wenban</td><td>Dolores Smallcorn</td><td>James Scutts</td></tr><tr><td>Mrs R Dymond</td><td>Ian Dunkley</td><td>Mark Hannon</td></tr><tr><td>Cllr A Ridges</td><td>Mark Hannon</td><td>Ian Dunkley</td></tr><tr><td>Mr J Scutts</td><td>Michael Wenban</td><td>Dolores Smallcorn</td></tr><tr><td>Mrs D Smallcorn</td><td>Rosemary Dymond</td><td>Mark Hannon</td></tr><tr><td>Cdr I Dunkley</td><td>Mark Hannon</td><td>James Scutts</td></tr></tbody></table>		<b>Proposed</b>	<b>Seconded</b>	Mr M Hannon	Ian Dunkley	Rosemary Dymond	Mr A Nailor	Ian Dunkley	Mark Hannon	Mr G Ajassi	Rosemary Dymond	Ian Dunkley	Mr M Wenban	Dolores Smallcorn	James Scutts	Mrs R Dymond	Ian Dunkley	Mark Hannon	Cllr A Ridges	Mark Hannon	Ian Dunkley	Mr J Scutts	Michael Wenban	Dolores Smallcorn	Mrs D Smallcorn	Rosemary Dymond	Mark Hannon	Cdr I Dunkley	Mark Hannon	James Scutts
	<b>Proposed</b>	<b>Seconded</b>																													
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<b>Any Other Business</b>	<p>Mr Paul Edley, the woodman, took this opportunity to present to CPO Chapman a cheque for £500, raised from the sale of his woodwork wares, some of which the cadets helped to make. CPO Chapman thanked him for his generosity.</p> <p>The District Officer, Lt Cdr Mark Gambell explained that there were about 440 sea cadets in the district and that he had met some of our cadets on courses and knew that AC Danni was a good ambassador in all that she did. He congratulated CPO Chapman on her promotion after completing the work necessary and facing the assessment panel. The DO commented that he had visited Gravesend Unit but not on a regular basis which was a sign that as was well.</p> <p>Reverend Nigel Bourne thanked the cadets for their work on cleaning the war graves and presenting the pebbles to be used in the remembrance celebrations. He expressed his belief that being a sea cadet contributed greatly to the young people becoming accomplished adults.</p>																														
<b>Closure of meeting and election of Officers</b>	<p>The meeting closed at 20.22hrs</p> <p>A short Committee meeting was convened after the AGM to elect the Officers of the Committee for which separate minutes will be recorded.</p>																														

Approved by:-

Date:-

Mark Hannon- Chairman

## **Appendix A Gravesend Sea Cadets- TS Lennox**

### **Chairman's Report to AGM 16<sup>th</sup> October 2024**

**By: Mr Mark Hannon**

I would like to thank the Unit Management Team (UMT) for their commitment to running the charity that is Gravesend Sea Cadets. I would also like to thank the uniformed and non-uniformed Cadet Forces Adult Volunteers and other supporters.

Particular thanks to Chief Petty Officer Triona Chapman who has been exceptional as the Officer in Charge since taking up the post this time last year.

The charity exists to serve the children and young people. It is because of the continuous effort and tireless commitment of the adults you see and some you don't see that the cadets are given so many opportunities from which they benefit greatly.

For me, in my first year as chairman, there have been four highlights:

- i) The regular inclusion of cadet voice at the UMT meetings which enriched our discussions.
- ii) The accounts are healthy.
- iii) The assets, particularly the accommodation, are maintained to a really high standard.
- iv) The addition of the four new adult volunteers.

Andy Nailor has been Vice Charman for many years, the unit would not be what it is without his immense efforts over this time. He feels that he should step down at the end of the next year and would ask that someone comes forward to succeed him.

Gravesend Sea Cadets was founded in 1942 so has been in existence 82 years. As chairman this year I have had a rock, Cdr Ian Dunkley, and a hard place, Brenda Mackley, beside me in a really good way as both demonstrate stability, permanence and resilience, characteristics which will see the unit continue to prosper in the future.

## **Appendix B Gravesend Sea Cadets -TS Lennox**

### **Officer In Charge's Report to AGM 16<sup>th</sup> October 2024**

**By: Chief Petty Officer Triona Chapman**

It has been exactly a year since I sat here and told you that I would be taking over as the Officer in Charge of Gravesend Unit. This year has flown by! There were a lot of changes within the corps very early in my role, including the restructure of the corps training programme, changes to our annual unit review process and unit management systems plus most recently the changeover in uniform. However, with the support of the Chairman and other adult volunteers we have continued to offer a great Cadet experience to the young people who attend our unit.

Since the AGM in October last year we have onboarded four new adult volunteers, two are now Probationary Petty Officers working towards their Petty Officer rate with the other two very near completion of their onboarding before they start their training to become substantive Petty Officers. Our other adult volunteers are continuing to develop their own skills with one recently taking part in Shooting training, hoping to offer more shooting opportunities to our Cadets after a long break within the corps.

As always, if you know of anyone who has spare time and would like to help support the Unit, either as an instructor or as a unit supporter (we are particularly looking for an admin officer) we would be delighted to hear from them.

Cadet numbers have dropped with 19 leavers and only 8 new joiners. Having said this, those who have left were regular non-attenders so now our parade night attendance percentage is much higher. We are continuing to recruit new joiners in batches every 3 months which seems to be working well as they can progress through the rates together. Our current New Entries will hopefully be enrolled next month.

Once again, we have had a huge array of qualifications gained by our Cadets and Adult Volunteers. New skills have been gained in boating, specialisations and proficiencies with Cadets attending various District and Area courses.

Our Junior Cadets have been busy gaining new modules towards their section badges and participating in boating at District. Thanks to PO Doran-Hannon for providing an exciting and engaging Junior Training Programme.

Mrs Mackley has worked extremely hard at getting the Duke of Edinburgh Award started within the Unit – we now have 5 Cadets who are registered and are progressing towards their bronze DofE. As part of their training, we held an overnight camp at Chalk Church Woodlands, other cadets and juniors joined them for camp craft training and a short walk in the local area. Thanks to Mrs Mackley for all her hard work on getting the DofE up and running.

In August, 10 Cadets attended five days onboard TSB Blue Mermaid using traditional seamanship skills to operate the craft. Lots was learnt onboard this voyage, not all nautical related – for some it was the first time away from home!

Our Mayor's Cadet, AC Danni, has supported Civic events such as Remembrance Day and the HMS Cygnet Memorial. Unfortunately, she is having to step down from this role and our new Mayor's Cadet will be announced later this evening.

All of the above wouldn't be possible without the dedicated support of our adult volunteers so I would like to take this opportunity to thank them all for their time and effort over the last year. I am looking forward to the year ahead and the continued growth of Gravesend Unit.

## **Appendix C Gravesend Sea Cadets – TS Lennox**

### **Parents and Supporters Association Report to AGM 16<sup>th</sup> October 2024**

**By: Mrs Brenda Mackley**

All parents and carers of cadets, and members of the 50-50 club are automatically members of the Parents and Supporters Association (P&SA) and they are joined by others who just want to help.

Mr Smallcorn has done all our PAT testing this year and persuaded the St Giles and St Luke's Masonic Lodge to donate £75.00 to the unit. Mrs Marina has helped me with the badge sewing on the No 1 uniforms. Mr Nailor and Mr Shoesmith have continued to carry out the general maintenance and any emergency repairs during the regular Monday morning sessions. I have been in attendance for all the legal inspections to meet our compliance requirements.

The Cheverton Champ had the anti-fouling done by the Chairman, ex-chairman, CI Ismaili-Field, Mrs Rush, AC Phelim and me.

With equipment from the P&SA AC Phelim led cadets on the Lucky Anchor stall at the St John's School Christmas Fayre, raising £132 which was put towards the annual Christmas Dinner cooked and served to the cadets by the CFAVs and UMT members. Cllr Alan Ridgers secured a £1000 grant for us towards equipment to support the D of E Expeditions and unit camps, the first of which was held in the woodlands at Chalk Church kindly made available to us by our Chaplain, Rev Bourne. We also used the barns there to accommodate Paul Edley, the woodman who shared his skills with the cadets to make bird and butterfly houses and bug hotels. More of that later. To make the barge trip affordable for the cadets the P&SA sourced a grant of £2100 from the Ulysses Trust and Sea Change Sailing Trust raised £3500 on our behalf too. A grant of £1600 went towards the cost of the new boiler with Mr Michael Frickey providing the labour free of charge to fit it.

We had a visit from a team from Aramark Uniform Services, Portsmouth, who spent their volunteering day cleaning the main deck floor and the heads, a big job which we very much appreciated.

Mrs Smallcorn assisted at the Chalk Gardeners Autumn Show and the Bligh Bonanza with some cadets manning the Lucky Anchor at the later while Mr and Mrs Rudden-Vine ran the bottle stall, raising £156 in total. Mrs Smallcorn helped OC Nicolas with his D of E volunteering repainting the decking, the Chairman having power washed it first. Cdt. 1<sup>st</sup> class Ita and Tegan and AC Phelim volunteered to start the repainting of the CIS classroom. Cadets have also supported the Friendship Quilters with their Christmas Craft Sale and the special Sale in the summer. Their appreciation was shown by a £200 donation to the unit. Their regular hire of the premises is worth £2340 per annum and other hires create some revenue too. Mr Keith Toms and his sister visited the working party on a Monday morning to present a cheque for £100 in remembrance of their cousin who had been a Gravesend Sea Cadet back in the 1940s. Mrs Rush sold some of her jam to raise £43 and has been on hand at many events. The MVS have donated £125 over the year.

The 50-50 club continues now with 40 members, so the unit benefits from our half of the contributions, that's £1200 plus often winnings are re donated back to us. The easyfundraising site has brought in only £66.91 this year so a few more members signing up and using it for Christmas purchases or even holidays would be much appreciated.

The monies raised are always spent to enhance the cadet experience with equipment or our premises. This year we have bought maps, handwarmers, a tent, sleeping mats, compasses etc for D of E. Posters, stationery, books, a rain gauge, a windsock, an anemometer and weathervane kits for meteorology sessions. Notice boards for the seamanship classroom and CO's office, replenishment of the renewables in the unit first aid boxes. A new tumble dryer to replace the ancient one donated 20 years ago. Boot laces and supplementing the cost of new boots. Polo shirts and fleeces for the newest CFAVs to wear until they can have a uniform. New barrels in the old door locks of the admin house.

The most recent big task has been the preparation of the new RNPCS uniform for cadets and CFAVs. At least 105 badges sewn on, numerous sleeves shortened, and even more trousers turned up. Thanks to Lt Cdr Thackery for supporting the 5 fitting sessions and helping the cadets to bring the super shine back to so many pairs of boots which will be on show after the AGM.

Without support the unit wouldn't be as successful as it is. We thank all who have contributed in any way. If you have any time or expertise to offer, we would very much appreciate it.

## **Appendix D Gravesend Sea Cadets - TS Lennox**

**Cadet Voice Report to AGM 16<sup>th</sup> October 2024**

**By: AC Danni**

You're probably wondering what cadet voice is: It is an opportunity for your children, the cadets, to share their thoughts and views about their own individual cadet journey. They can say what they have enjoyed, found beneficial or what they would like added to the cadet programme. Cadet voice encourages the cadets to participate and contribute to designing their own cadet experience. It is important as it builds life skills, increases confidence, encourages communication of ideas, shares creativity and gives experience of a working environment.

Beyond the unit there are district cadet voice meetings, usually via zoom and there is also an annual cadet conference where ideas can be shared. It was from a cadet conference that safeguarding was added to the cadet training programme at the request of the cadets. It's about getting ALL cadets involved.

**Appendix E Gravesend Sea Cadets – TS Lennox**

**Treasurer's Report to AGM 16<sup>th</sup> October 2024 By: Mr George Ajassi**

**GRAVESEND AND DISTRICT SEA CADETS**

**UNIT NO. 159**

**CHARITY NUMBER 302755**



**Financial statements**

**For the year 31 March 2024**

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## **Charity Information**

### **Background**

The Marine Society and Sea Cadets is a charitable organization giving young people between 10 and 18 valuable training in life skills such as teamwork, self-respect, and social responsibility. Supported by the Royal Navy, the Sea Cadets applies our great nautical traditions in training young people to be tomorrow's good citizens.

### **Registration No.**

Gravesend & District Sea Cadets Corps, Unit 159, known as TS LENNOX is a charity independently registered with the Charity Commission for England and Wales, Registration No. 302755. It is jointly sponsored by the Marine Society & Sea Cadets & MOD (Navy).

### **Officer In Charge**

Chief Petty Officer Triona Chapman (SCC)

### **Principal address**

*For Annual Report & Accounts and all other matters:*

C/o  
Mr Mark Hannon  
47 The Fairway  
Gravesend  
Kent  
DA11 7LN

The Unit's HQ is at: -

Old Caretakers House  
North Kent College (Gravesend Campus),  
Lower Higham Road  
Gravesend Kent  
Telephone: 01474 334019

### **Bankers**

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent ME19 4JQ

### **Unit Management Committee**

Mr W. Everard ... Hon. President  
Mr S. Coomber (as Commodore Gravesend Sailing Club) ... Hon Vice President  
Mr T.W.E Munns ... Hon Vice President  
Mrs S. Langdale Hon Vice President

### **Full Members & Trustees**

Mr. M. Hannon ... Chairman  
Mr A. Nailor ... Vice Chairman  
Mr G. Ajassi ... Hon Treasurer  
Mrs B. Mackley ... Chair P&SA (*Ex Officio*)  
CPO T Chapman (SCC) ... Officer In Charge (*Ex Officio*)  
Cdr I.M. Dunkley RD RNR Cllr. A. Ridgers, Mr. M. Wenban, Mrs R. Dymond, Mr J. Scutts

### **P& SA Committee**

The Parents and Supporters Association is open to all parents and supporters including all members of 5050 Lottery club. It exists to support the Trustees, Staff and Cadets in fundraising and other activities other than Training.

Chair: Mrs B M Mackley, 16 Challenge Close, Gravesend, Kent DA12 4RT

## **Treasurer's Report**

The financial statements have been prepared in accordance with the Statement of Recommended Accounting Practice: Accounting and Reporting by Charities (SORP 2005), issued in March 2005, UK Accounting Standards, and the Charities Act 2011. These accounts consist of a Receipts and Payments account along with a Statement of Assets and Liabilities as per Part 8 of the Charities Act 2011.

These accounts give a true and fair reflection of the Unit's activities during the year and are in accordance with the books and records that have been produced.

Signed.....Dated.....

Mr. George Ajassi, FCCA, MBA – Hon Treasurer

## **Chairman's Report**

I have examined the above accounts and Statement of Assets and Liabilities as at 31 March 2023 with the books and vouchers and have obtained all the information and explanations required. In my opinion the accounts are properly drawn up to exhibit a true and correct view of the financial position as shown by the books of the Unit.

Signed.....Dated.....

Mr Mark Hannon

## **Income and Expenditure statement as at 31 March 2024**

	Notes	2024 £	2023 £	2022 £
<b>Income</b>				
Voluntary raised income	1	12,021	10,472	10,444
Other income	2	13,952	20,248	21,553
<b>Total Income</b>		<b>25,973</b>	<b>30,720</b>	<b>31,997</b>
<b>Expenditure</b>				
Direct charitable exp	3	(7,534)	(12,025)	(14,951)
Other expenses	4	(16,149)	(22,368)	(19,806)
<b>Total Expenditure</b>		<b>(23,684)</b>	<b>(34,393)</b>	<b>(34,757)</b>
<b>Surplus/Loss in the year</b>		<b>2,289</b>	<b>(3,673)</b>	<b>(2,760)</b>
Surplus b/f		20,325	23,998	26,758
<b>Surplus c/d</b>		<b>22,614</b>	<b>20,325</b>	<b>23,998</b>

**Balance Sheet as at 31 March 2023**

	Notes	2024 £	2023 £	2022 £
CURRENT ASSETS				
Bank and Cash balances		22,614	20,325	23,998
<b>TOTAL NET ASSETS</b>		<b>22,614</b>	<b>20,325</b>	<b>23,998</b>
THE FUNDS OF THE CHARITY				
	<b>Income funds:</b>	<b>22,614</b>	<b>20,325</b>	<b>23,998</b>

## Notes to the Accounts

	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Total 2024
	£	£	£	£	£	£	£	£	£	£	£	£	£
<b>1 Voluntary raised income</b>													
Subscriptions	271	805	677	815	678	982	624	812	693	745	786	1,061	8,949
Fundraising	0	0	0	0	0	0	0	0	0	0	0	0	0
Donations	0	0	185	0	0	590	0	127	0	0	191	0	1,092
5050	25	240	150	150	205	130	160	145	190	165	155	265	1,980
<b>Total Voluntary raised Income</b>	<b>296</b>	<b>1,045</b>	<b>1,012</b>	<b>965</b>	<b>883</b>	<b>1,702</b>	<b>784</b>	<b>1,084</b>	<b>883</b>	<b>910</b>	<b>1,132</b>	<b>1,326</b>	<b>12,021</b>
	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	2024
	£	£	£	£	£	£	£	£	£	£	£	£	£
<b>2 Other income</b>													
Uniform	34	45	0	0	0	0	240	0	0	120	0	40	479
T.Courses	31	11	560	181	250	110	0	100	10	20	0	0	1,273
Rental	0	715	0	0	0	0	780	0	0	780	0	0	2,275
Gift Aid	0	0	106	174	45	204	93	113	343	0	0	0	1,080
Grants	8	1,550	0	0	1,960	0	0	25	0	0	0	1,000	4,543
Sundry	0	20	10	40	22	10	31	0	11	5	0	12	161
TFRS	0	0	0	0	2,000	0	0	0	0	1,663	205	274	4,142
<b>Total Other Income</b>	<b>73</b>	<b>2,341</b>	<b>676</b>	<b>395</b>	<b>4,277</b>	<b>324</b>	<b>1,144</b>	<b>238</b>	<b>365</b>	<b>2,588</b>	<b>205</b>	<b>1,325</b>	<b>13,952</b>
<b>Total Income</b>	<b>369</b>	<b>3,386</b>	<b>1,688</b>	<b>1,360</b>	<b>5,160</b>	<b>2,026</b>	<b>1,928</b>	<b>1,322</b>	<b>1,248</b>	<b>3,498</b>	<b>1,337</b>	<b>2,651</b>	<b>25,973</b>

	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	2024
	£	£	£	£	£	£	£	£	£	£	£	£	£
<b>3 Direct charitable exp</b>													
Travel	0	0	0	(270)	(70)	0	0	0	0	0	0	0	(340)
Training	(60)	(37)	(2,020)	(441)	(75)	0	(30)	(114)	(66)	0	0	(117)	(2,959)
T.Eqpt	0	(15)	(4)	(380)	(81)	(21)	(13)	(58)	(49)	(49)	(53)	0	(722)
OtherCadet	(102)	(170)	0	(164)	0	0	0	(244)	(99)	0	(6)	(18)	(803)
Insurance	0	0	(170)	(170)	0	(170)	(170)	0	0	(340)	(170)	(170)	(1,360)
Boats	(180)	(68)	(50)	(11)	(235)	0	(375)	(170)	0	(70)	0	(190)	(1,350)
<b>Total Direct charitable exp.</b>	<b>(342)</b>	<b>(291)</b>	<b>(2,244)</b>	<b>(1,435)</b>	<b>(461)</b>	<b>(191)</b>	<b>(588)</b>	<b>(586)</b>	<b>(213)</b>	<b>(459)</b>	<b>(229)</b>	<b>(495)</b>	<b>(7,534)</b>
	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	2024
	£	£	£	£	£	£	£	£	£	£	£	£	£
<b>4 Other expenses</b>													
IT/AV	(25)	(113)	(2)	(2)	(2)	(8)	(5)	(14)	(2)	(2)	(2)	(2)	(177)
Tel / Internet	(55)	(55)	(58)	(55)	(55)	(54)	(54)	(55)	(131)	(54)	(54)	(57)	(735)
Post /Stat	0	0	0	(124)	(93)	(14)	(3)	0	(4)	0	0	(34)	(273)
Office	0	0	0	0	0	0	0	0	0	0	0	0	0
Building	0	(204)	(17)	0	(287)	(437)	(28)	(192)	(75)	(207)	(70)	(3,705)	(5,222)
Utilities	(348)	(239)	(125)	(111)	(275)	(119)	(127)	(183)	(267)	(359)	(395)	(282)	(2,830)
5050 Prizes	(75)	(165)	(90)	(90)	(60)	(105)	(30)	(180)	0	(105)	(165)	(15)	(1,080)
Functions	0	0	0	0	0	0	0	0	0	0	(1)	0	(1)
Fees/Subs	(50)	(18)	(23)	(104)	(14)	(36)	(17)	(17)	(13)	(18)	(115)	(15)	(440)
Sundries	(106)	(54)	(113)	(65)	(81)	(2)	(32)	(45)	(372)	(3)	(54)	(195)	(1,123)
A/c Transfers	0	0	0	0	(2,000)	0	0	0	0	(1,663)	(205)	(274)	(4,142)
Charges - Paypal/CAF	0	0	(20)	(71)	0	0	0	0	0	(5)	0	0	(96)
Other expenses	0	0	(9)	0	0	(21)	0	0	0	0	0	0	(30)
<b>Total Other expenses</b>	<b>(658)</b>	<b>(848)</b>	<b>(457)</b>	<b>(622)</b>	<b>(2,866)</b>	<b>(796)</b>	<b>(295)</b>	<b>(686)</b>	<b>(864)</b>	<b>(2,417)</b>	<b>(1,061)</b>	<b>(4,580)</b>	<b>(16,149)</b>
<b>Total Expenditure</b>	<b>(1,000)</b>	<b>(1,139)</b>	<b>(2,701)</b>	<b>(2,057)</b>	<b>(3,327)</b>	<b>(986)</b>	<b>(883)</b>	<b>(1,272)</b>	<b>(1,077)</b>	<b>(2,876)</b>	<b>(1,291)</b>	<b>(5,075)</b>	<b>(23,684)</b>

**GRAVESEND AND DISTRICT SEA CADETS**

**UNIT NO. 159**

**CHARITY NUMBER 302755**



Gravesend

**Financial statements**

**For the year 31 March 2024**



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## **Charity Information**

### **Background**

The Marine Society and Sea Cadets is a charitable organization giving young people between 10 and 18 valuable training in life skills such as teamwork, self-respect, and social responsibility. Supported by the Royal Navy, the Sea Cadets applies our great nautical traditions in training young people to be tomorrow's good citizens.

### **Registration No.**

Gravesend & District Sea Cadets Corps, Unit 159, known as TS LENNOX is a charity independently registered with the Charity Commission for England and Wales, Registration No. 302755. It is jointly sponsored by the Marine Society & Sea Cadets & MOD (Navy).

### **Commanding Officer**

Lieutenant (SCC) Stewart Challis RNR

### **Principal address**

*For Annual Report & Accounts and all other matters:*

C/o Cdr I. Dunkley RD RNR,  
14 Peninsula Crescent,  
Hoo St Werburgh,  
Rochester ME3 9GR

The Unit's HQ is at: -

Old Caretakers House  
North Kent College (Gravesend Campus),  
Lower Higham Road  
Gravesend Kent  
Telephone: 01474 334019

### **Bankers**

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent ME19 4JQ

### **Unit Management Committee**

Mr W. Everard ... Hon. President  
Mr C. Steer (as Commodore Gravesend Sailing Club) ... Hon Vice President  
Mr T.W.E Munns ... Hon Vice President

### **Full Members & Trustees**

Cdr I.M. Dunkley RD RNR ... Chairman  
Mrs S. Langdale ... Hon. Secretary  
Mr A. Nailor ... Vice Chairman  
Mr G. Ajassi ... Hon Treasurer  
Mrs B. Mackley ... Chair P&SA (*Ex Officio*)  
Lt (SCC) S. Challis RNR ... Commanding Officer (*Ex Officio*)  
Cllr. A. Ridgers, Mr. M. Wenban, Mrs R. Dymond DL

### **P& SA Committee**

The Parents and Supporters Association is open to all parents and supporters including all members of 5050 Lottery club. It exists to support the Trustees, Staff and Cadets in fundraising and other activities other than Training.

Chair: Mrs B M Mackley, 16 Challenge Close, Gravesend, Kent DA12 4R

## **Treasurer's Report**

The financial statements have been prepared in accordance with the Statement of Recommended Accounting Practice: Accounting and Reporting by Charities (SORP 2005), issued in March 2005, UK Accounting Standards, and the Charities Act 2011. These accounts consist of a Receipts and Payments account along with a Statement of Assets and Liabilities as per Part 8 of the Charities Act 2011.

These accounts give a true and fair reflection of the Unit's activities during the year and are in accordance with the books and records that have been produced.

Signed.....Dated.....

Mr. George Ajassi, FCCA, MBA – Hon Treasurer

## **Chairman's Report**

I have examined the above accounts and Statement of Assets and Liabilities as at 31 March 2023 with the books and vouchers and have obtained all the information and explanations required. In my opinion the accounts are properly drawn up to exhibit a true and correct view of the financial position as shown by the books of the Unit.

Signed.....Dated.....

Cdr Ian Dunkley, RD RNR

## **Income and Expenditure statement as at 31 March 2024**

	Notes	2024 £	2023 £	2022 £
<b>Income</b>				
Voluntary raised income	1	12,021	10,472	10,444
Other income	2	13,952	20,248	21,553
<b>Total Income</b>		<b>25,973</b>	<b>30,720</b>	<b>31,997</b>
<b>Expenditure</b>				
Direct charitable exp	3	(7,534)	(12,025)	(14,951)
Other expenses	4	(16,149)	(22,368)	(19,806)
<b>Total Expenditure</b>		<b>(23,684)</b>	<b>(34,393)</b>	<b>(34,757)</b>
<b>Surplus/Loss in the year</b>		<b>2,289</b>	<b>(3,673)</b>	<b>(2,760)</b>
Surplus b/f		20,325	23,998	26,758
<b>Surplus c/d</b>		<b>22,614</b>	<b>20,325</b>	<b>23,998</b>

## **Balance Sheet as at 31 March 2023**

	Notes	2024 £	2023 £	2022 £
CURRENT ASSETS				
Bank and Cash balances		22,614	20,325	23,998
<b>TOTAL NET ASSETS</b>		<b>22,614</b>	<b>20,325</b>	<b>23,998</b>
THE FUNDS OF THE CHARITY				
<b>Income funds:</b>		<b>22,614</b>	<b>20,325</b>	<b>23,998</b>

## Notes to the Accounts

	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Total 2024
	£	£	£	£	£	£	£	£	£	£	£	£	£
<b>1 Voluntary raised income</b>													
Subscriptions	271	805	677	815	678	982	624	812	693	745	786	1,061	8,949
Fundraising	0	0	0	0	0	0	0	0	0	0	0	0	0
Donations	0	0	185	0	0	590	0	127	0	0	191	0	1,092
5050	25	240	150	150	205	130	160	145	190	165	155	265	1,980
<b>Total Voluntary raised Income</b>	<b>296</b>	<b>1,045</b>	<b>1,012</b>	<b>965</b>	<b>883</b>	<b>1,702</b>	<b>784</b>	<b>1,084</b>	<b>883</b>	<b>910</b>	<b>1,132</b>	<b>1,326</b>	<b>12,021</b>
	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	2024
	£	£	£	£	£	£	£	£	£	£	£	£	£
<b>2 Other income</b>													
Uniform	34	45	0	0	0	0	240	0	0	120	0	40	479
T.Courses	31	11	560	181	250	110	0	100	10	20	0	0	1,273
Rental	0	715	0	0	0	0	780	0	0	780	0	0	2,275
Gift Aid	0	0	106	174	45	204	93	113	343	0	0	0	1,080
Grants	8	1,550	0	0	1,960	0	0	25	0	0	0	1,000	4,543
Sundry	0	20	10	40	22	10	31	0	11	5	0	12	161
TFRS	0	0	0	0	2,000	0	0	0	0	1,663	205	274	4,142
<b>Total Other Income</b>	<b>73</b>	<b>2,341</b>	<b>676</b>	<b>395</b>	<b>4,277</b>	<b>324</b>	<b>1,144</b>	<b>238</b>	<b>365</b>	<b>2,588</b>	<b>205</b>	<b>1,325</b>	<b>13,952</b>
<b>Total Income</b>	<b>369</b>	<b>3,386</b>	<b>1,688</b>	<b>1,360</b>	<b>5,160</b>	<b>2,026</b>	<b>1,928</b>	<b>1,322</b>	<b>1,248</b>	<b>3,498</b>	<b>1,337</b>	<b>2,651</b>	<b>25,973</b>

	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	2024
	£	£	£	£	£	£	£	£	£	£	£	£	£
<b>3 Direct charitable exp</b>													
Travel	0	0	0	(270)	(70)	0	0	0	0	0	0	0	(340)
Training	(60)	(37)	(2,020)	(441)	(75)	0	(30)	(114)	(66)	0	0	(117)	(2,959)
T.Eqpt	0	(15)	(4)	(380)	(81)	(21)	(13)	(58)	(49)	(49)	(53)	0	(722)
OtherCadet	(102)	(170)	0	(164)	0	0	0	(244)	(99)	0	(6)	(18)	(803)
Insurance	0	0	(170)	(170)	0	(170)	(170)	0	0	(340)	(170)	(170)	(1,360)
Boats	(180)	(68)	(50)	(11)	(235)	0	(375)	(170)	0	(70)	0	(190)	(1,350)
<b>Total Direct charitable exp.</b>	<b>(342)</b>	<b>(291)</b>	<b>(2,244)</b>	<b>(1,435)</b>	<b>(461)</b>	<b>(191)</b>	<b>(588)</b>	<b>(586)</b>	<b>(213)</b>	<b>(459)</b>	<b>(229)</b>	<b>(495)</b>	<b>(7,534)</b>
	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	2024
	£	£	£	£	£	£	£	£	£	£	£	£	£
<b>4 Other expenses</b>													
IT/AV	(25)	(113)	(2)	(2)	(2)	(8)	(5)	(14)	(2)	(2)	(2)	(2)	(177)
Tel / Internet	(55)	(55)	(58)	(55)	(55)	(54)	(54)	(55)	(131)	(54)	(54)	(57)	(735)
Post /Stat	0	0	0	(124)	(93)	(14)	(3)	0	(4)	0	0	(34)	(273)
Office	0	0	0	0	0	0	0	0	0	0	0	0	0
Building	0	(204)	(17)	0	(287)	(437)	(28)	(192)	(75)	(207)	(70)	(3,705)	(5,222)
Utilities	(348)	(239)	(125)	(111)	(275)	(119)	(127)	(183)	(267)	(359)	(395)	(282)	(2,830)
5050 Prizes	(75)	(165)	(90)	(90)	(60)	(105)	(30)	(180)	0	(105)	(165)	(15)	(1,080)
Functions	0	0	0	0	0	0	0	0	0	0	(1)	0	(1)
Fees/Subs	(50)	(18)	(23)	(104)	(14)	(36)	(17)	(17)	(13)	(18)	(115)	(15)	(440)
Sundries	(106)	(54)	(113)	(65)	(81)	(2)	(32)	(45)	(372)	(3)	(54)	(195)	(1,123)
A/c Transfers	0	0	0	0	(2,000)	0	0	0	0	(1,663)	(205)	(274)	(4,142)
Charges - Paypal/CAF	0	0	(20)	(71)	0	0	0	0	0	(5)	0	0	(96)
Other expenses	0	0	(9)	0	0	(21)	0	0	0	0	0	0	(30)
<b>Total Other expenses</b>	<b>(658)</b>	<b>(848)</b>	<b>(457)</b>	<b>(622)</b>	<b>(2,866)</b>	<b>(796)</b>	<b>(295)</b>	<b>(686)</b>	<b>(864)</b>	<b>(2,417)</b>	<b>(1,061)</b>	<b>(4,580)</b>	<b>(16,149)</b>
<b>Total Expenditure</b>	<b>(1,000)</b>	<b>(1,139)</b>	<b>(2,701)</b>	<b>(2,057)</b>	<b>(3,327)</b>	<b>(986)</b>	<b>(883)</b>	<b>(1,272)</b>	<b>(1,077)</b>	<b>(2,876)</b>	<b>(1,291)</b>	<b>(5,075)</b>	<b>(23,684)</b>





## Independent examiner's report on the accounts

Report to the trustees/  
members of

Gravesend Sea Cadets

On accounts for the year  
ended

31 March 2023

Charity no  
(if any)

302755

Set out on pages

N/A

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 03 / 2023**.

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 £25,000 and I have undertaken the examination of the accounts for the year ended 31 March 2020.

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: Jessica Matumika

Date: 07 July 2024

Name: Jessica Matumika

**Address:**

**30 Westmead Court**

**Adenmore Road, Catford**

**London SE6 4EB**

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.**

**No Material matters of concern were found.**