

# FARNHAM FLEET AND ALDERSHOT UNIT 137 OF THE SEA CADET CORPS

England & Wales · Charity number 305037

## Details

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|             |  |
|-------------|--|
| Other names | NO 137 UNIT SEA CADET CORPS, Farnham Sea Cadets, T S SWIFTSURE |
| Status      | Registered   |
| Legal form  | Other  |
| Registered  | 1963-06-06   |
| Register    | <a href="#">View on the Charity Commission register</a>        |

## Contact

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|         |  |
|---------|--|
| Address | The Tober<br>Frimley Road<br>Ash Vale<br>Aldershot<br>GU12 5NT                                   |
| Phone   | 01252513693  |
| Email   | <a href="mailto:administration@farnhamseacadets.co.uk">administration@farnhamseacadets.co.uk</a> |
| Website | <a href="http://units.ms-sc.org/farnham/">http://units.ms-sc.org/farnham/</a>                    |

## Activities

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**Objects:** 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).

**Activities:** The training of young people from the age of 10, to 18. in a nautical basis to encourage them to work in teams and become better and more responsible citizens.

## Classification

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- **How:** Provides Human Resources, Provides Buildings/facilities/open Space
- **What:** Education/training, Recreation
- **Who:** Children/young People

## Geography

- **Area of benefit:** FARNHAM
- Hampshire
- Surrey

## Finances

| Period end | Income  | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2025-03-31 | £60,974 | £39,302     | -      | -         |
| 2024-03-31 | £38,356 | £34,340     | -      | -         |
| 2023-03-31 | £66,855 | £75,088     | -      | -         |
| 2022-03-31 | £41,418 | £72,207     | -      | -         |
| 2021-03-31 | £41,589 | £29,082     | -      | -         |

## Trustees

| Name                       | Role  | Appointed  |
|----------------------------|-------|------------|
| <b>Martin Peter Gallop</b> | Chair | 2019-09-11 |
| NEIL ALEXANDER WESTON FCA  |       | 2012-07-16 |
| Paul Abbott                |       | 2022-07-07 |
| Sean Peter Kavanagh        |       | 2022-01-01 |
| Yvonne Claire Blackburn    |       | 2023-06-08 |

**FARNHAM FLEET AND ALDERSHOT UNIT 137 OF THE SEA CADET CORPS**

England & Wales - Charity number 305037

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# Accounts

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**Farnham, Fleet and Aldershot  
Sea Cadets**

**Unit 137 of The Sea Cadet Corps**

**Accounts and Annual Review  
for the year to 31 March 2025**

## Trustees' Annual Report on the Activities for the Year Ended 31 March 2025

|                              |   |
|------------------------------|---|
| Charity Name:                | Farnham, Fleet and Aldershot<br>Sea Cadets<br><br>Unit 137 of The Sea Cadet Corps |
| Charity registration number: | 305037  |
| Operational address:         | T/S Swiftsure<br>Lower Weybourne Lane<br>Badshot Lea<br>Surrey<br>GU9 9LQ         |

|          |  |
|----------|--|
| Bankers: | Lloyds TSB<br>115 Victoria Rad<br>Aldershot<br>Hampshire<br>GU11 1JQ |
|----------|--|

### Unit Management Team (Trustees)

|   |   |
|---|---|
| Martin Gallop (Chair)<br>Neil Weston FCA (Treasurer)<br>Paul Abbott | SLt (SCC) Sean Kavanagh<br>Graham Cooke<br>Yvonne Blackburn |
|---|---|

### Nature and date of the Unit's Constitution (governing document):

The unit is governed by the Sea Cadet Regulations.

### The methods adopted for recruiting new trustees, and how trustees are elected or otherwise appointed (and by whom).

Unit Management Team (UMT) members are elected annually at the AGM. UMT members are elected from persons having an interest in the unit and its operations. In the event of a vacancy arising during the year (a casual vacancy) the UMT have the power to appoint a new UMT member who will be able to serve until the date of the next AGM, at which point they will need to seek formal election if they wish to remain in post.

### The Unit's Charitable purpose as set out in its constitution is: -

To help young people towards responsible adulthood by encouraging valuable personal attributes and high standards of conduct, using a nautical theme based on the customs of the Royal Navy.

### The Unit's main activities and achievements in the financial year were: -

The Unit has had another successful year; overall income has risen significantly. Much of this increase being the obtaining of funds to enable us to proceed with the next phase of improving the fabric of the building. Since the year end the cadet showers and toilet facilities have been completely replaced.

We have again received over £20,000 in rental income as we continue to make more use of the building and facilities – special thanks must go to Yvonne Balckburn and Brian Blencowe for leading this operation.

The accounts have again been prepared on an accruals basis, recognising all the assets and liabilities of the charity.

The statement of financial activities shows that the level of reserves has increased by £21,672 in the year and our net current assets were approximately £48,000. There continues to be sufficient cash and bank balances to cover the ongoing costs and the planned capital expenditure.

**Public Benefit**

The UMT continue to give due regard to the public benefit provided by the Unit in relation to the charitable purposes of the Sea Cadet movement as set out in the activities and achievements outlined above. The aim is to promote the development of young people in achieving their physical, intellectual and social potential as individuals and responsible citizens in a safe environment. To achieve this the Unit takes young people from all backgrounds, including where possible those with disabilities and develops their skills and abilities by:

- Regular and structured activities with a nautical theme;
- Allowing young people to take part in activities connected with the wider Sea Cadet movement such as seaborne activities, events and competitions at district, area and national levels;
- Availability of formal educational achievements whilst taking courses to earn badges and promotions.

Contributions are kept low to ensure that as many of those who wish to take part in the activities of the unit may do so.

**Reserves Policy**

The charity trustees’ policy aims to maintain unrestricted free reserves at a level of £10,000 to £15,000. This level is considered to be appropriate to cover several months of operating costs in the unlikely event that all sources of income cease.

Date signed as authorised by the Unit’s Management Team 27 October 2025.



..... N A Weston FCA    Unit Treasurer



..... M Gallop                    Unit Chairman

### **Report of the Chairman of the Trustees**

The unit is continuing to build up its community presence and involvement with other local organisations.

There has been an increase in much needed income from more lettings, which will increase further now that the heads (our toilets and showers) have been refurbished. The work on this being completed early in 2025 and includes disabled toilet and shower facilities.

There has been an increase in volunteer staff numbers, and we now need to drive UMT (Unit Management Team) and PSA (Parent and Supporters Association) recruitment.

To assist us with improving cadet numbers we are looking to relaunch the Unit band division in 2026.

Fundraising requirements continue for unit maintenance and upgrade requirements, we have many plans in development including new windows, wall insulation and a disabled lift.

This forthcoming year needs to be a year of cadet recruitment and retention.

*Martin Gallop (Chair)*

## **Report of the Commanding Officer**

### **Introduction**

As ever, 2024-25 has been a busy year for Farnham, Fleet & Aldershot Sea Cadets. From ship visits to community events and from competitions to pantomimes, it seems we've done it all!

As a result of our Unit performance during 2024, we were awarded a burgee, which is the highest award for unit efficiency. I would like to say a huge BZ (well done) to all the cadets and staff who worked so hard to achieve this.

We now have new head facilities (toilets and showers) and we are all very thankful for the hard work of the UMT, both past and present, that enabled this to happen.

### **Cadets**

Sadly, our cadet numbers have dropped slightly. We are currently working with the Marine Society Sea Cadets (MSSC) Growth and Development Team with a view to increasing the number of cadets on strength. Possible ideas to increase numbers include a dedicated band division.

### **Competitions**

It has become a bit of a struggle to get cadets to engage in competitions. It is hoped that we can get them out of this slump next year.

### **Courses**

Cadets have attended courses of all levels this year from District to National including offshore trips. This is due, in no small way, to the efforts of our new XO and Unit Training Officer.

### **Community engagement**

Community Engagement has been one of our success stories. 13 events – over one a month. The results of this are manifold. Not only do the cadets have a better understanding of what is involved in civic life, but it has also helped us secure funding and a trip later this year to a Royal Navy ship.

### **Boating**

We managed an average of 27 hours per cadet, slightly down from the target of 30. This was due to a lack of qualified boating staff and a later than planned start on the water. Plans are already underway to ensure that this situation improves next year.

## **Staff**

There has been quite a lot of change in staffing this year with 4 members of staff having to step away for various reasons. Some of that gap was filled with 3 former cadets joining staff. Unfortunately for us, 2 of them are now studying at university and the other is leaving to join the Royal Marines.

We have also gained 2 other members of staff so overall we have maintained roughly the same level, but we are still looking for more, especially those who are willing/able to become boating instructors.

*Sub Lieutenant (SCC) Sean Kavanagh RNR – (CO Farnham, Fleet and Aldershot Unit)*

### Independent Examiner's Report on the Accounts

Report to the trustees of Farnham, Fleet and Aldershot Sea Cadets [Sea Cadet Unit Number 137] on the accounts for the year ended 31 March 2025 set out on pages 8 to 17.

### Respective responsibilities of trustees and examiner

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 my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, 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 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 my examination, no matter has come to my attention which gives me 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
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date:

27.10.2025

Name:

Donald Faulkner

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

Address:

Harriers, Frimley Road

Ash Vale

Surrey, GU12 5NT

**Statement of Financial Activities**

|   | Note | Unrestricted Funds    | Designated Funds    | Restricted Funds | Total Funds 2025      | Total Funds 2024      |
|---|------|-----------------------|---------------------|------------------|-----------------------|-----------------------|
| <b>Income</b>                             |      |                       |                     |                  |                       |                       |
| <i>Income from charitable activities:</i> |      |                       |                     |                  |                       |                       |
| Subscriptions                             |      | 9,856                 | -                   | -                | 9,856                 | 10,915                |
| Gift Aid                                  |      | 1,600                 | -                   | -                | 1,600                 | 1,277                 |
| Fund raising                              |      | -                     | -                   | -                | -                     | 1,065                 |
| Donations                                 | 3    | 24,428                | -                   | -                | 24,428                | 3,737                 |
| Grants                                    | 4    | 2,528                 | -                   | -                | 2,528                 | -                     |
| Activities                                | 5    | 582                   | -                   | -                | 582                   | 520                   |
|   |      | <u>38,994</u>         | <u>-</u>            | <u>-</u>         | <u>38,994</u>         | <u>17,514</u>         |
| Rent received                             | 6    | 21,787                | -                   | -                | 21,787                | 20,531                |
| Sundry sales                              |      | 106                   | -                   | -                | 106                   | 63                    |
| Other receipts                            |      | -                     | -                   | -                | -                     | -                     |
|   |      | <u>21,893</u>         | <u>-</u>            | <u>-</u>         | <u>21,893</u>         | <u>20,594</u>         |
| <i>Investment income:</i>                 |      |                       |                     |                  |                       |                       |
| Interest received                         |      | 87                    | -                   | -                | 87                    | 248                   |
| <b>Total income</b>                       |      | <u><b>60,974</b></u>  | <u><b>-</b></u>     | <u><b>-</b></u>  | <u><b>60,974</b></u>  | <u><b>38,356</b></u>  |
| <b>Expenditure</b>                        |      |                       |                     |                  |                       |                       |
| <i>Costs of raising funds:</i>            |      |                       |                     |                  |                       |                       |
| Trading operations                        |      | 2,799                 | -                   | -                | 2,799                 | 2,154                 |
| Fundraising                               |      | -                     | -                   | -                | -                     | -                     |
|   |      | <u>2,799</u>          | <u>-</u>            | <u>-</u>         | <u>2,799</u>          | <u>2,154</u>          |
| Unit activities and operation             | 7    | 36,503                | -                   | -                | 36,503                | 32,186                |
| <b>Total Expenditure</b>                  |      | <u><b>39,302</b></u>  | <u><b>-</b></u>     | <u><b>-</b></u>  | <u><b>39,302</b></u>  | <u><b>34,340</b></u>  |
| <b>Net movement in funds for the year</b> |      | 21,672                | -                   | -                | 21,672                | 4,016                 |
| <b>Funds b/fwd</b>                        |      | 506,338               | 2,694               | -                | 509,032               | 505,016               |
| Transfer                                  |      | -                     | -                   | -                | -                     | -                     |
| <b>Funds c/fwd</b>                        |      | <u><b>528,010</b></u> | <u><b>2,694</b></u> | <u><b>-</b></u>  | <u><b>530,704</b></u> | <u><b>509,032</b></u> |

Designated funds (see page 10):

The cadets' fund represents the surplus generated through the stand easy operated for the cadets, expenditure of the fund will be agreed in association with the cadets.

Signed as authorised by the Unit's Management Team



..... N A Weston FCA (Unit Treasurer)

Date: 27.10.2025



..... M Gallop

(Unit Chair)

Date: 27.10.2025

**Statement of Financial Activities**  
Comparative Information

|   | Note | Unrestricted<br>Funds | Designated<br>Funds | Restricted<br>Funds | Total<br>Funds<br>2024 |
|---|------|-----------------------|---------------------|---------------------|------------------------|
| <b>Income</b>                             |      |                       |                     |                     |                        |
| <i>Income from charitable activities:</i> |      |                       |                     |                     |                        |
| Subscriptions                             |      | 10,915                | -                   | -                   | 10,915                 |
| Gift Aid                                  |      | 1,277                 | -                   | -                   | 1,277                  |
| Collections                               |      | 1,065                 | -                   | -                   | 1,065                  |
| Donations                                 | 3    | 3,737                 | -                   | -                   | 3,737                  |
| Grants                                    | 4    | -                     | -                   | -                   | -                      |
| Activities                                | 5    | 520                   | -                   | -                   | 520                    |
|   |      | <u>17,514</u>         | <u>-</u>            | <u>-</u>            | <u>17,514</u>          |
| Rent received                             | 6    | 20,521                | 10                  | -                   | 20,531                 |
| Sundry sales                              |      | 63                    | -                   | -                   | 63                     |
| Other receipts                            |      | -                     | -                   | -                   | -                      |
|   |      | <u>20,584</u>         | <u>10</u>           | <u>-</u>            | <u>20,594</u>          |
| <i>Investment income:</i>                 |      |                       |                     |                     |                        |
| Interest received                         |      | 248                   | -                   | -                   | 248                    |
| <b>Total income</b>                       |      | <b><u>38,346</u></b>  | <b><u>10</u></b>    | <b><u>-</u></b>     | <b><u>38,356</u></b>   |
| <b>Expenditure</b>                        |      |                       |                     |                     |                        |
| <i>Costs of raising funds:</i>            |      |                       |                     |                     |                        |
| Trading operations                        |      | 2,154                 | -                   | -                   | 2,154                  |
| Fundraising                               |      | -                     | -                   | -                   | -                      |
|   |      | <u>2,154</u>          | <u>-</u>            | <u>-</u>            | <u>2,154</u>           |
| Unit activities and operation             | 7    | 32,186                | -                   | -                   | 32,186                 |
| <b>Total Expenditure</b>                  |      | <b><u>34,340</u></b>  | <b><u>-</u></b>     | <b><u>-</u></b>     | <b><u>34,340</u></b>   |
| <b>Net movement in funds for the year</b> |      | 4,006                 | 10                  | -                   | 4,016                  |
| <b>Funds b/fwd</b>                        |      | 502,332               | 2,684               | -                   | 505,016                |
| Transfer                                  |      | -                     | -                   | -                   | -                      |
| <b>Funds c/fwd</b>                        |      | <b><u>506,338</u></b> | <b><u>2,694</u></b> | <b><u>-</u></b>     | <b><u>509,032</u></b>  |

**Balance Sheet as at 31 March 2025**

|  | Notes | 2025<br>£     | 2025<br>£             | 2024<br>£     | 2024<br>£             |
|--|-------|---------------|-----------------------|---------------|-----------------------|
| <b>Fixed assets</b>                          |       |               |                       |               |                       |
| Tangible fixed assets                        | 10    |               | 482,741               |               | 486,397               |
| <b>Current assets</b>                        |       |               |                       |               |                       |
| Stock  |       | 362           |                       | 361           |                       |
| Debtors                                      | 11    | 3,769         |                       | 1,909         |                       |
| Cash and bank balances                       |       | 53,984        |                       | 25,417        |                       |
| <b>Total Current Assets</b>                  |       | <u>58,115</u> |                       | <u>27,687</u> |                       |
| <b>Current liabilities</b>                   |       |               |                       |               |                       |
| Amounts falling due within one year          | 12    | (10,152)      |                       | (5,052)       |                       |
| <b>Net current assets</b>                    |       |               | <u>47,963</u>         |               | <u>22,635</u>         |
| <b>Total assets less current liabilities</b> |       |               | <u>530,704</u>        |               | <u>509,032</u>        |
| <b>Long term liabilities</b>                 |       |               |                       |               |                       |
|  |       |               | -                     |               | -                     |
| <b>Total funds carried forward</b>           |       |               | <u><u>530,704</u></u> |               | <u><u>509,032</u></u> |
| <b>Represented by:</b>                       |       |               |                       |               |                       |
| <b>The funds of the charity</b>              |       |               |                       |               |                       |
| Unrestricted funds                           |       |               | 528,010               |               | 506,338               |
| Designated funds                             |       |               |                       |               |                       |
| Cadets' Fund                                 |       | 2,694         |                       | 2,694         |                       |
| Building Fund                                |       | -             |                       | -             |                       |
|  |       | <u>-</u>      | 2,694                 | <u>-</u>      | 2,694                 |
| Restricted funds                             |       |               |                       |               |                       |
| Capital Fund                                 |       |               | -                     |               | -                     |
| <b>Total charity funds</b>                   |       |               | <u><u>530,704</u></u> |               | <u><u>509,032</u></u> |

## **Notes on the accounts**

### **1 Accounting Policies**

The principal accounting policies adopted in the preparation of the financial statements are as follows:

#### **Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Farnham Sea Cadets meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

#### **Preparation of the accounts on a going concern basis**

It is assumed that the charity as a going concern, it has sufficient available resources (financial, volunteers and support) to continue the operations that it carries out at present and those that are planned for the foreseeable future.

#### **Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received, and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received, and the amount can be measured reliably and is not deferred.

#### **Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the staff and trustees is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### **Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

#### **Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work.

### **Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise a proportion of the costs of maintain and operating the building (which is rented out to provide additional income for the charity) and the costs of specific fundraising events held.
- Expenditure on charitable activities includes the costs of trips, cadet activities and the majority of the costs of running the building.

The charity is not registered for VAT and irrecoverable VAT on expenditure is charged as a cost against the activity for which that expenditure was incurred.

No trustees received any remuneration in the year, nor were any expenses paid by the charity to members of the UMT in respect of their duties as trustees of the charity.

### **Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back-office costs and governance costs which support the Unit's cadet programmes and activities. Given the fact that these duties are entirely undertaken by volunteers there are no personnel costs and only minimal other expenses incurred. Such costs have been included in expenditure on charitable activities as shown in note 7.

### **Tangible fixed assets**

Individual fixed assets are capitalised at cost and are depreciated over their estimated useful economic lives on a straight-line basis as follows:

|   |                                |
|---|--------------------------------|
| Freehold land and buildings                 | – not depreciated              |
| Boats and equipment                         | – 15% written down value       |
| Motor vehicles                              | – 25% written down value       |
| Fixtures, fittings, plant, sports equipment | – 25% written down value       |
| Diving gear and band equipment              | – 5% to 15% written down value |
| Band instruments                            | – 5% written down value        |

The land is not depreciated. Land and buildings are included at a valuation as agreed by the trustees at 31 March 2017, based upon advice given by a specialist adviser. The building itself does have a finite useful life but the overall value of £450,000 as used in these accounts assumes that the value of the old building is not material.

### **Debtors**

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

### **Cash at bank and in hand**

Cash at bank and cash in hand includes all bank accounts (including the deposit account) and cash on hand.

### Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

### Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value.

## 2 Legal status of the charity

The charity is an independent charity, registered at the Charity Commission under Charity Number 305037. The registered contact is the treasurer, Mr N Weston.

## 3 Income from donations

|                                | <b>2025</b>   | <b>2024</b>  |
|--------------------------------|---------------|--------------|
| Aldershot Churches Association | 22,000        | -            |
| Hedgehogs                      | -             | 2,500        |
| MSSC                           | -             | -            |
| Farnham Angling                | 675           | 775          |
| Hart Council                   | 1,714         | -            |
| Others                         | 39            | 462          |
|                                | <u>24,428</u> | <u>3,737</u> |

## 4 Income from grants

No business support grants were received in the years ended 31 March 2025 or 31 March 2024. A grant for £2,528 was received from the MSSC in the year.

## 5 Charitable activities

|                           | <b>2025</b>         |                          |                                    |
|---------------------------|---------------------|--------------------------|------------------------------------|
|                           | <b>Income<br/>£</b> | <b>Expenditure<br/>£</b> | <b>Surplus /<br/>deficit<br/>£</b> |
| Weekly boating and rowing | -                   | 1,392                    | (1,392)                            |
| Mess dinner               | 189                 | 242                      | (53)                               |
| Courses                   | 195                 | -                        | 195                                |
| Pantomime visit           | 198                 | 267                      | (69)                               |
| Other                     | -                   | -                        | -                                  |
|                           | <u>582</u>          | <u>1,901</u>             | <u>(1,319)</u>                     |

The "Return to Parading/Boating" costs relate to additional expenditure to make the unit and the activities "Covid Secure" in line with the applicable guidelines in place at the time of that expenditure.

|                           | <b>2024</b>         |                          |                                    |
|---------------------------|---------------------|--------------------------|------------------------------------|
|                           | <b>Income<br/>£</b> | <b>Expenditure<br/>£</b> | <b>Surplus /<br/>deficit<br/>£</b> |
| Weekly boating and rowing | -                   | 1,196                    | (1,296)                            |
| Mess dinner               | 520                 | 255                      | 265                                |
| Other                     | -                   | 151                      | (151)                              |
|                           | <u>520</u>          | <u>1,602</u>             | <u>(1,182)</u>                     |

## 6 Income from rent received

|                   | <b>2025<br/>£</b> | <b>2024<br/>£</b> |
|-------------------|-------------------|-------------------|
| Auction           | 3,400             | 3,000             |
| Container Hire    | 720               | 720               |
| Maker Space       | 5,040             | 4,200             |
| Tricks and Treats | 180               | 2,205             |
| Stagestruck       | -                 | 100               |
| Film Crews        | 7,905             | 7,975             |
| Parking           | 2,650             | 1,160             |
| Round Table       | 600               | 550               |
| Other             | 1,292             | 611               |
|                   | <u>21,787</u>     | <u>20,521</u>     |

## 7 Analysis of expenditure on charitable activities

|                                  | Note | 2025<br>£     | 2024<br>£     |
|----------------------------------|------|---------------|---------------|
| Special events                   | 5    | 1,901         | 1,602         |
| Cadets' equipment and clothing   |      | 1,677         | -             |
| Training                         |      | 40            | 114           |
| Rates and water rates            |      | 409           | 214           |
| Light and heat                   |      | 8,536         | 6,178         |
| Telephone and internet           |      | 470           | 168           |
| Postage, printing and stationery |      | -             | 221           |
| Property maintenance             | 8    | 9,367         | 8,566         |
| Motor expenses                   |      | 831           | 1,902         |
| Equipment repairs                | 9    | 332           | 1,506         |
| Insurance                        |      | 3,605         | 3,355         |
| Legal and professional fees      |      | 3,163         | -             |
| Other costs                      |      | 738           | 2,286         |
| Depreciation                     |      | 5,317         | 5,702         |
| Loss on disposal of fixed assets |      | 73            | 267           |
| Governance costs                 |      | 45            | 105           |
|                                  |      | <u>36,504</u> | <u>32,186</u> |

## 8 Property repairs

|                             | 2025<br>£    | 2024<br>£    |
|-----------------------------|--------------|--------------|
| Electrical work             | -            | 963          |
| Sewage system works         | 1,398        | 220          |
| Heating system service      | 828          | 798          |
| Drain clearing              | 330          | -            |
| Fire alarm works            | 360          | -            |
| Cleaning and waste disposal | 6,633        | 6,659        |
| Other items                 | 311          | 377          |
|                             | <u>9,860</u> | <u>9,017</u> |

Total cost allocated to charitable activities £9,367 (2024: £8,566), costs of generating funds £493 (2024: £451) and governance costs £ nil (2024: £ nil).

## 9 Equipment repairs

|                            | 2025<br>£  | 2024<br>£    |
|----------------------------|------------|--------------|
| Boat repairs               | -          | 293          |
| Extinguisher service       | 246        | 264          |
| Genie servicing            | -          | 686          |
| Trailer repairs            | -          | 431          |
| Other items (all <£100.00) | 123        | -            |
|                            | <u>369</u> | <u>1,674</u> |

Total cost allocated to charitable activities £332 (2024: £1,506), costs of generating funds £18 (2024: £84) and governance costs £18 (2024: £84).

**10 Fixed assets**

|                           | <b>Freehold<br/>Land &amp;<br/>Buildings</b> | <b>Leasehold<br/>Land &amp;<br/>Buildings</b> | <b>Plant &amp;<br/>Machinery</b>           | <b>Motor<br/>Vehicles &amp;<br/>Trailers</b> | <b>Boats &amp;<br/>Associated<br/>Equipment</b> |
|---------------------------|--|---|--|--|---|
| <b>Cost or valuation:</b> |  |   |  |  |   |
| As at 1 April 2024        | 450,000                                      | -   | 2,415                                      | 13,171                                       | 42,992  |
| Additions                 | -  | -   | -  | -  | -   |
| Disposals                 | -  | -   | -  | -  | -   |
| As at 31 March 2025       | <u>450,000</u>                               | <u>-</u>                                      | <u>2,415</u>                               | <u>13,171</u>                                | <u>42,992</u>                                   |
| <b>Depreciation</b>       |  |   |  |  |   |
| As at 1 April 2024        | -  | -   | 2,051                                      | 11,891                                       | 29,579  |
| Charge for the year       | -  | -   | 70   | 320  | 2,012   |
| Disposals                 | -  | -   | -  | -  | -   |
| As at 31 March 2025       | <u>-</u>                                     | <u>-</u>                                      | <u>2,121</u>                               | <u>12,211</u>                                | <u>31,591</u>                                   |
| <b>Net book value</b>     |  |   |  |  |   |
| As at 31 March 2025       | <u>450,000</u>                               | <u>-</u>                                      | <u>294</u>                                 | <u>960</u>                                   | <u>11,401</u>                                   |
| As at 1 April 2024        | <u>450,000</u>                               | <u>-</u>                                      | <u>364</u>                                 | <u>1,280</u>                                 | <u>13,413</u>                                   |
|                           | <b>Fixtures &amp;<br/>Fittings</b>           | <b>Band<br/>Equipment</b>                     | <b>Sports &amp;<br/>Dive<br/>Equipment</b> | <b>Total<br/>2025</b>                        | <b>Total<br/>2024</b>                           |
| <b>Cost or valuation:</b> |  |   |  |  |   |
| As at 1 April 2024        | 16,770                                       | 31,943  | 5,112                                      | 562,403                                      | 564,652   |
| Additions                 | -  | -   | 1,734                                      | 1,734  | 326   |
| Disposals                 | (906)  | -   | -  | (906)  | (2,575)   |
| As at 31 March 2025       | <u>15,864</u>                                | <u>31,943</u>                                 | <u>6,846</u>                               | <u>563,231</u>                               | <u>562,403</u>                                  |
| <b>Depreciation</b>       |  |   |  |  |   |
| As at 1 April 2024        | 13,513                                       | 14,253  | 4,719                                      | 76,006                                       | 72,611  |
| Charge for the year       | 785  | 1,596   | 534  | 5,317  | 5,702   |
| Disposals                 | (833)  | -   | -  | (833)  | (2,307)   |
| As at 31 March 2025       | <u>13,465</u>                                | <u>15,849</u>                                 | <u>5,253</u>                               | <u>80,490</u>                                | <u>76,006</u>                                   |
| <b>Net book value</b>     |  |   |  |  |   |
| As at 31 March 2025       | <u>2,399</u>                                 | <u>16,094</u>                                 | <u>1,593</u>                               | <u>482,741</u>                               | <u>486,397</u>                                  |
| As at 1 April 2024        | <u>3,257</u>                                 | <u>17,690</u>                                 | <u>393</u>                                 | <u>486,397</u>                               | <u>492,041</u>                                  |

**Additions**

|                            | <b>2025</b>  | <b>2024</b> |
|----------------------------|--------------|-------------|
| MTA Learning equipment     | 1,734        | -           |
| Gate lock                  | -            | 326         |
| Other items (all <£100.00) | -            | -           |
|                            | <u>1,734</u> | <u>326</u>  |

In addition, the Unit has beneficial, ongoing use of 1 further Quest and 1 Rigiflex with an outboard motor (that is used as a safety boat) but does not hold title to them.

**11 Debtors**

|  | <b>2025</b>  | <b>2024</b>  |
|--|--------------|--------------|
|  | <b>£</b>     | <b>£</b>     |
| Debtors, rents and gift aid receivable | 3,508        | 1,909        |
| Other debtors                          | -            | -            |
| Prepayments and accrued income         | 261          | -            |
|  | <u>3,769</u> | <u>1,909</u> |

**12 Creditors due within one year**

|                              | <b>2025</b>   | <b>2024</b>  |
|------------------------------|---------------|--------------|
|                              | <b>£</b>      | <b>£</b>     |
| Trade creditors              | 5,322         | 595          |
| Short term loan              | -             | -            |
| Other creditors and accruals | 4,830         | 4,457        |
|                              | <u>10,152</u> | <u>5,052</u> |

**13 Taxation**

As a charity, Farnham, Fleet and Aldershot Sea Cadets Unit is exempt from tax on income and gains to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

**FARNHAM FLEET AND ALDERSHOT UNIT 137 OF THE SEA CADET CORPS**

England & Wales - Charity number 305037

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# Accounts

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**Farnham, Fleet and Aldershot  
Sea Cadets**

**Unit 137 of The Sea Cadet Corps**

**Accounts and Annual Review  
for the year to 31 March 2024**

## Trustees' Annual Report on the Activities for the Year Ended 31 March 2024

|                              |   |
|------------------------------|---|
| Charity Name:                | Farnham, Fleet and Aldershot<br>Sea Cadets<br><br>Unit 137 of The Sea Cadet Corps |
| Charity registration number: | 305037  |
| Operational address:         | T/S Swiftsure<br>Lower Weybourne Lane<br>Badshot Lea<br>Surrey<br>GU9 9LQ         |

|          |  |
|----------|--|
| Bankers: | Lloyds TSB<br>115 Victoria Rad<br>Aldershot<br>Hampshire<br>GU11 1JQ |
|----------|--|

### Unit Management Team (Trustees)

|   |  |
|---|--|
| Martin Gallop (Chair)<br>Neil Weston FCA (Treasurer)<br>Paul Abbott | SLt (SCC) Sean Kavanagh<br>Graham Cooke<br>Yvonne Blackburn (appointed 08.06.23) |
|---|--|

### Nature and date of the Unit's Constitution (governing document):

The unit is governed by the Sea Cadet Regulations.

### The methods adopted for recruiting new trustees, and how trustees are elected or otherwise appointed (and by whom).

Unit Management Team (UMT) members are elected annually at the AGM. UMT members are elected from persons having an interest in the unit and its operations. In the event of a vacancy arising during the year (a casual vacancy) the UMT have the power to appoint a new UMT member who will be able to serve until the date of the next AGM, at which point they will need to seek formal election if they wish to remain in post.

### The Unit's Charitable purpose as set out in its constitution is: -

To help young people towards responsible adulthood by encouraging valuable personal attributes and high standards of conduct, using a nautical theme based on the customs of the Royal Navy.

### The Unit's main activities and achievements in the financial year were: -

The Unit has had another successful year despite the fact that overall income has fallen significantly. This is solely because of the lower level of grants and donations this year. In 2023 we were finishing off the work on the new roof and received significant financial support from several organisations to help us pay for that.

Our "core" income in 2024 has increased from the previous year. In particular we have received over £20,000 in rental income as we seek to make more use of the building and facilities – special thanks must go to Yvonne Balckburn and Brian Blencowe for leading this operation.

Costs have obviously fallen as well; last year's repairs figure included some £40,000 of the balance of the roof and associated works.

The accounts have again been prepared on an accruals basis, recognising all the assets and liabilities of the charity.

The statement of financial activities shows that the level of reserves has decreased by £8,233 in the year but there were still net current assets of approximately £13,000 and there continues to be sufficient cash and bank balances to cover the ongoing costs.

**Public Benefit**

The UMT continue to give due regard to the public benefit provided by the Unit in relation to the charitable purposes of the Sea Cadet movement as set out in the activities and achievements outlined above. The aim is to promote the development of young people in achieving their physical, intellectual and social potential as individuals and responsible citizens in a safe environment. To achieve this the Unit takes young people from all backgrounds, including where possible those with disabilities and develops their skills and abilities by:

- Regular and structured activities with a nautical theme;
- Allowing young people to take part in activities connected with the wider Sea Cadet movement such as seaborne activities, events and competitions at district, area and national levels;
- Availability of formal educational achievements whilst taking courses to earn badges and promotions.

Contributions are kept low to ensure that as many of those who wish to take part in the activities of the unit may do so.

**Reserves Policy**

The charity trustees' policy aims to maintain unrestricted free reserves at a level of £10,000 to £15,000. This level is considered to be appropriate to cover several months of operating costs in the unlikely event that all sources of income cease.

Date signed as authorised by the Unit's Management Team



..... N A Weston FCA    Unit Treasurer



..... M Gallop                    Unit Chairman

### **Report of the Chairman of the Trustees**

TS Swiftsure has had another successful and interesting year. Continuing to focus on the basics has enabled us to provide the best possible cadet experience for the ship's company. As I mentioned last year, the completion of the maintenance work on the roof, it has enabled the Unit to focus on upgrading and improving the teaching space and make plans to upgrade the "heads" (the showers and toilet facilities).

To make the best possible use of the large site and building that we have at the Unit, we continue to be creative on how the site is used and this has increased both the community engagement and the funds generated from renting out the space that we have. Everything from providing space for the local Round Table to having film crews stay with us.

The unit's Commanding Officer S.Lt (SCC) Kavanagh leads from the front and his enthusiasm is great to see, but more importantly he is building a great team around him who provide the stability that the Unit and cadets need.

Moving forward the Unit needs to continue to onboard new staff and up-skill them, to achieve the cadet focused goals on boating and further cadet promotions. This is all achievable with the current community engagement. Getting cadets afloat and gaining qualifications as they do so is a key part to the Unit sustaining the progress it has made.

As mentioned in the report of the Commanding Officer, this year has seen more participation in competitions, cadets on courses, hours afloat and activities within the community. Alongside this the cadets have gained promotions, been on offshore and overseas trips, maintained their attendance at the Unit and our boating sessions in the summer.

The Unit is now materially in good condition, although the maintenance requirements are significant. Fortunately, the UMT are fully aware of the role and responsibilities and a good maintenance plan is in action.

The ships company of TS Swiftsure should again be proud of what they have achieved this year.

*Martin Gallop (Chair)*

## Report of the Commanding Officer

### Introduction

2024 has been an exciting year Farnham Sea cadet Unit, with our cadets representing the District at many different competitions. We have seen the unit being used more and more for both District and Area events, due to the difficulty in them securing suitable MOD accommodation.

Changes have been made to the Sea Cadet Offer, which has been met with mixed feelings across the board.

### Cadet Numbers

Our overall numbers have stayed strong at 52. I am about to start a new recruitment campaign as I would like to see this number increase.

Although attendance overall has stayed generally high, attendance on Mondays is lower than we would like, and it would be good to understand the reasons for this.

### 2024 Summary

This year has also been a busy year for TS Swiftsure.

We have had:

- 4 cadets achieve BTEC's.
- 2 new members of staff join.
- Been awarded a burgee for 2023! This is the highest rating that can be achieved.
- Our cadets have attended District, Area and National courses.
- We have had Cadets on all the ships of the offshore fleet including trips overseas.
- Cadets parading at the Army v Navy Rugby and Football matches.
- And many, many more.

### Farnham Needs You

As you know, Farnham Sea Cadets is entirely run by volunteers. Some of these you see – the instructors and admin team that attend on Mondays and Fridays, but there are also the members of the Unit Management Team (the UMT) – the trustees who, like the governors of a school, take care of the premises and raise and manage funds.

But we do need more people to support us. More trustees to join the UMT to help with fundraising and general management and volunteers to form and run the Parents and Supporters Association (P&SA). This is a vital area we are desperately missing.

People who are willing to support with the maintenance, to help us rattle collection tins for good causes and be a point of contact for those good causes, to run stalls with us at fetes and fayres. Much of this is currently taken on by the UMT and instructing staff meaning they have less time to spend of their core duties

### **Plans for 2025**

Cadets have asked for us to do more social activities in 2025 and the first of these is now being planned by the cadets themselves.

*SLt (SCC) Sean Kavanagh (CO Farnham, Fleet and Aldershot Unit)*

### Independent Examiner's Report on the Accounts

Report to the trustees of Farnham, Fleet and Aldershot Sea Cadets [Sea Cadet Unit Number 137] on the accounts for the year ended 31 March 2024 set out on pages 8 to 17.

### Respective responsibilities of trustees and examiner

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 my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, 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 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 my examination, no matter has come to my attention which gives me 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
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date:

10.10.2024

Name:

Donald Faulkner

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

Address:

Harriers, Frimley Road

Ash Vale

Surrey, GU12 5NT

**Statement of Financial Activities**

|   | Note | Unrestricted Funds    | Designated Funds    | Restricted Funds | Total Funds 2024      | Total Funds 2023      |
|---|------|-----------------------|---------------------|------------------|-----------------------|-----------------------|
| <b>Income</b>                             |      |                       |                     |                  |                       |                       |
| <i>Income from charitable activities:</i> |      |                       |                     |                  |                       |                       |
| Subscriptions                             |      | 10,915                | -                   | -                | 10,915                | 10,818                |
| Gift Aid                                  |      | 1,277                 | -                   | -                | 1,277                 | 2,408                 |
| Fund raising                              |      | 1,065                 | -                   | -                | 1,065                 | -                     |
| Donations                                 | 3    | 3,737                 | -                   | -                | 3,737                 | 33,861                |
| Grants                                    | 4    | -                     | -                   | -                | -                     | 9,360                 |
| Activities                                | 5    | 520                   | -                   | -                | 520                   | 1,296                 |
|   |      | <u>17,514</u>         | <u>-</u>            | <u>-</u>         | <u>17,514</u>         | <u>57,743</u>         |
| Rent received                             | 6    | 20,521                | 10                  | -                | 20,531                | 8,170                 |
| Sundry sales                              |      | 63                    | -                   | -                | 63                    | 894                   |
| Other receipts                            |      | -                     | -                   | -                | -                     | 30                    |
|   |      | <u>20,584</u>         | <u>10</u>           | <u>-</u>         | <u>20,594</u>         | <u>9,094</u>          |
| <i>Investment income:</i>                 |      |                       |                     |                  |                       |                       |
| Interest received                         |      | 248                   | -                   | -                | 248                   | 18                    |
| <b>Total income</b>                       |      | <b><u>38,346</u></b>  | <b><u>10</u></b>    | <b><u>-</u></b>  | <b><u>38,356</u></b>  | <b><u>66,855</u></b>  |
| <b>Expenditure</b>                        |      |                       |                     |                  |                       |                       |
| <i>Costs of raising funds:</i>            |      |                       |                     |                  |                       |                       |
| Trading operations                        |      | 2,154                 | -                   | -                | 2,154                 | 4,280                 |
| Fundraising                               |      | -                     | -                   | -                | -                     | -                     |
|   |      | <u>2,154</u>          | <u>-</u>            | <u>-</u>         | <u>2,154</u>          | <u>4,280</u>          |
| Unit activities and operation             | 7    | 32,186                | -                   | -                | 32,186                | 70,808                |
| <b>Total Expenditure</b>                  |      | <b><u>34,340</u></b>  | <b><u>-</u></b>     | <b><u>-</u></b>  | <b><u>34,340</u></b>  | <b><u>75,088</u></b>  |
| <b>Net movement in funds for the year</b> |      | <b>4,006</b>          | <b>10</b>           | <b>-</b>         | <b>4,016</b>          | <b>(8,233)</b>        |
| <b>Funds b/fwd</b>                        |      | <b>502,332</b>        | <b>2,684</b>        | <b>-</b>         | <b>505,016</b>        | <b>513,249</b>        |
| Transfer                                  |      | -                     | -                   | -                | -                     | -                     |
| <b>Funds c/fwd</b>                        |      | <b><u>506,338</u></b> | <b><u>2,694</u></b> | <b><u>-</u></b>  | <b><u>509,032</u></b> | <b><u>505,016</u></b> |

Designated funds (see page 10):

The cadets' fund represents the surplus generated through the stand easy operated for the cadets, expenditure of the fund will be agreed in association with the cadets.

Signed as authorised by the Unit's Management Team



..... N A Weston FCA (Unit Treasurer)

Date: 10 October 2024



..... M Gallop

(Unit Chair)

Date: 10 October 2024

**Statement of Financial Activities**  
Comparative Information

|   | Note | Unrestricted<br>Funds | Designated<br>Funds | Restricted<br>Funds | Total<br>Funds<br>2023 |
|---|------|-----------------------|---------------------|---------------------|------------------------|
| <b>Income</b>                             |      |                       |                     |                     |                        |
| <i>Income from charitable activities:</i> |      |                       |                     |                     |                        |
| Subscriptions                             |      | 10,818                | -                   | -                   | 10,818                 |
| Gift Aid                                  |      | 2,408                 | -                   | -                   | 2,408                  |
| Collections                               |      | -                     | -                   | -                   | -                      |
| Donations                                 | 3    | 33,861                | -                   | -                   | 33,861                 |
| Grants                                    | 4    | 9,360                 | -                   | -                   | 9,360                  |
| Activities                                | 5    | 1,296                 | -                   | -                   | 1,296                  |
| Fund raising                              |      | -                     | -                   | -                   | -                      |
|   |      | <u>57,743</u>         | <u>-</u>            | <u>-</u>            | <u>57,743</u>          |
| Rent received                             | 6    | 8,170                 | -                   | -                   | 8,170                  |
| Sundry sales                              |      | 894                   | -                   | -                   | 894                    |
| Other receipts                            |      | 30                    | -                   | -                   | 30                     |
|   |      | <u>9,094</u>          | <u>-</u>            | <u>-</u>            | <u>9,094</u>           |
| <i>Investment income:</i>                 |      |                       |                     |                     |                        |
| Interest received                         |      | 18                    | -                   | -                   | 18                     |
| <b>Total income</b>                       |      | <u><b>66,855</b></u>  | <u><b>-</b></u>     | <u><b>-</b></u>     | <u><b>66,855</b></u>   |
| <b>Expenditure</b>                        |      |                       |                     |                     |                        |
| <i>Costs of raising funds:</i>            |      |                       |                     |                     |                        |
| Trading operations                        |      | 4,280                 | -                   | -                   | 4,280                  |
| Fundraising                               |      | -                     | -                   | -                   | -                      |
|   |      | <u>4,280</u>          | <u>-</u>            | <u>-</u>            | <u>4,280</u>           |
| Unit activities and operation             | 7    | 70,808                | -                   | -                   | 70,808                 |
| <b>Total Expenditure</b>                  |      | <u><b>75,088</b></u>  | <u><b>-</b></u>     | <u><b>-</b></u>     | <u><b>75,088</b></u>   |
| <b>Net movement in funds for the year</b> |      | (8,233)               | -                   | -                   | (8,233)                |
| <b>Funds b/fwd</b>                        |      | 513,249               | 2,684               | -                   | 513,249                |
| Transfer                                  |      | -                     | -                   | -                   | -                      |
| <b>Funds c/fwd</b>                        |      | <u><b>505,016</b></u> | <u><b>2,684</b></u> | <u><b>-</b></u>     | <u><b>505,016</b></u>  |

**Balance Sheet as at 31 March 2024**

|  | Notes | 2024<br>£     | 2024<br>£             | 2023<br>£     | 2023<br>£             |
|--|-------|---------------|-----------------------|---------------|-----------------------|
| <b>Fixed assets</b>                          |       |               |                       |               |                       |
| Tangible fixed assets                        | 10    |               | 486,397               |               | 492,041               |
| <b>Current assets</b>                        |       |               |                       |               |                       |
| Stock  |       | 361           |                       | 361           |                       |
| Debtors                                      | 11    | 1,909         |                       | 5,192         |                       |
| Cash and bank balances                       |       | 25,417        |                       | 18,862        |                       |
| <b>Total Current Assets</b>                  |       | <u>27,687</u> |                       | <u>24,415</u> |                       |
| <b>Current liabilities</b>                   |       |               |                       |               |                       |
| Amounts falling due within one year          | 12    | (5,052)       |                       | (11,440)      |                       |
| <b>Net current assets</b>                    |       |               | <u>22,635</u>         |               | <u>12,975</u>         |
| <b>Total assets less current liabilities</b> |       |               | <u>509,032</u>        |               | <u>505,016</u>        |
| <b>Long term liabilities</b>                 |       |               | -                     |               | -                     |
| <b>Total funds carried forward</b>           |       |               | <u><u>509,032</u></u> |               | <u><u>505,016</u></u> |
| <b>Represented by:</b>                       |       |               |                       |               |                       |
| <b>The funds of the charity</b>              |       |               |                       |               |                       |
| Unrestricted funds                           |       |               | 506,338               |               | 502,332               |
| Designated funds                             |       |               |                       |               |                       |
| Cadets' Fund                                 |       | 2,694         |                       | 2,684         |                       |
| Building Fund                                |       | -             |                       | -             |                       |
|  |       |               | <u>2,694</u>          |               | <u>2,684</u>          |
| Restricted funds                             |       |               |                       |               |                       |
| Capital Fund                                 |       |               | -                     |               | -                     |
| <b>Total charity funds</b>                   |       |               | <u><u>509,032</u></u> |               | <u><u>505,016</u></u> |

## **Notes on the accounts**

### **1 Accounting Policies**

The principal accounting policies adopted in the preparation of the financial statements are as follows:

#### **Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Farnham Sea Cadets meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

#### **Preparation of the accounts on a going concern basis**

It is assumed that the charity as a going concern, it has sufficient available resources (financial, volunteers and support) to continue the operations that it carries out at present and those that are planned for the foreseeable future.

#### **Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received, and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received, and the amount can be measured reliably and is not deferred.

#### **Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the staff and trustees is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### **Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

#### **Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work.

### **Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise a proportion of the costs of maintain and operating the building (which is rented out to provide additional income for the charity) and the costs of specific fundraising events held.
- Expenditure on charitable activities includes the costs of trips, cadet activities and the majority of the costs of running the building.

The charity is not registered for VAT and irrecoverable VAT on expenditure is charged as a cost against the activity for which that expenditure was incurred.

No trustees received any remuneration in the year, nor were any expenses paid by the charity to members of the UMT in respect of their duties as trustees of the charity.

### **Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back-office costs and governance costs which support the Unit's cadet programmes and activities. Given the fact that these duties are entirely undertaken by volunteers there are no personnel costs and only minimal other expenses incurred. Such costs have been included in expenditure on charitable activities as shown in note 7.

### **Tangible fixed assets**

Individual fixed assets are capitalised at cost and are depreciated over their estimated useful economic lives on a straight-line basis as follows:

|   |                                |
|---|--------------------------------|
| Freehold land and buildings                 | – not depreciated              |
| Boats and equipment                         | – 15% written down value       |
| Motor vehicles                              | – 25% written down value       |
| Fixtures, fittings, plant, sports equipment | – 25% written down value       |
| Diving gear and band equipment              | – 5% to 15% written down value |
| Band instruments                            | – 5% written down value        |

The land is not depreciated. Land and buildings are included at a valuation as agreed by the trustees at 31 March 2017, based upon advice given by a specialist adviser. The building itself does have a finite useful life but the overall value of £450,000 as used in these accounts assumes that the value of the old building is not material.

### **Debtors**

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

### **Cash at bank and in hand**

Cash at bank and cash in hand includes all bank accounts (including the deposit account) and cash on hand.

### **Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

### **Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value.

## **2 Legal status of the charity**

The charity is an independent charity, registered at the Charity Commission under Charity Number 305037. The registered contact is the treasurer, Mr N Weston.

## **3 Income from donations**

|                       | <b>2024</b>  | <b>2023</b>   |
|-----------------------|--------------|---------------|
| Farnham Institute     | -            | 3,000         |
| Hedgehogs             | 2,500        | -             |
| Farnham Round Table   | -            | 1,888         |
| MSSC                  | -            | 25,000        |
| Farnham Angling       | 775          | -             |
| Surrey County Council | -            | 3,000         |
| Others                | 462          | 973           |
|                       | <u>3,737</u> | <u>33,861</u> |

## **4 Income from grants**

No business support grants were received in the year ended 31 March 2024 (in the year ended 31 March 2023 the corresponding figure was £9,360).

## 5 Charitable activities

|                           | <b>2024</b>   |                    |                  |
|---------------------------|---------------|--------------------|------------------|
|                           | <b>Income</b> | <b>Expenditure</b> | <b>Surplus /</b> |
|                           | <b>£</b>      | <b>£</b>           | <b>deficit</b>   |
|                           |               |                    | <b>£</b>         |
| Weekly boating and rowing | -             | 1,196              | (1,296)          |
| Mess dinner               | 520           | 255                | 265              |
| Other                     | -             | 151                | (151)            |
|                           | <u>520</u>    | <u>1,602</u>       | <u>(1,182)</u>   |

The "Return to Parading/Boating" costs relate to additional expenditure to make the unit and the activities "Covid Secure" in line with the applicable guidelines in place at the time of that expenditure.

|                           | <b>2023</b>   |                    |                  |
|---------------------------|---------------|--------------------|------------------|
|                           | <b>Income</b> | <b>Expenditure</b> | <b>Surplus /</b> |
|                           | <b>£</b>      | <b>£</b>           | <b>deficit</b>   |
|                           |               |                    | <b>£</b>         |
| Weekly boating and rowing | -             | 1,081              | (1,081)          |
| Mess dinner               | 570           | 573                | (3)              |
| Activity weekends         | 270           | -                  | 270              |
| Other                     | 456           | -                  | 456              |
|                           | <u>1,296</u>  | <u>1,654</u>       | <u>(358)</u>     |

## 6 Income from rent received

|                   | <b>2024</b>   | <b>2023</b>  |
|-------------------|---------------|--------------|
|                   | <b>£</b>      | <b>£</b>     |
| Auction           | 3,000         | 4,310        |
| Container Hire    | 720           | 720          |
| Maker Space       | 4,200         | -            |
| Tricks and Treats | 2,205         | 2,265        |
| Stagestruck       | 100           | 470          |
| Hamlet Film Crew  | 7,975         |              |
| Parking           | 1,160         |              |
| Round Table       | 550           | -            |
| Other             | 611           | 405          |
|                   | <u>20,521</u> | <u>8,170</u> |

## 7 Analysis of expenditure on charitable activities

|  | Note | 2024<br>£     | 2023<br>£     |
|--|------|---------------|---------------|
| Special events                                 | 5    | 1,602         | 1,654         |
| Hall hire                                      |      | -             | 160           |
| Training                                       |      | 114           | -             |
| Rates and water rates                          |      | 214           | 397           |
| Light and heat                                 |      | 6,178         | 5,830         |
| Telephone and internet                         |      | 168           | 764           |
| Postage, printing and stationery               |      | 221           | 300           |
| Property maintenance                           | 8    | 8,566         | 49,934        |
| Motor expenses                                 |      | 1,902         | 999           |
| Equipment repairs                              | 9    | 1,506         | 529           |
| Insurance                                      |      | 3,355         | 2,785         |
| Other costs                                    |      | 2,286         | 792           |
| Depreciation                                   |      | 5,702         | 6,676         |
| Loss / (profit) on disposal of<br>fixed assets |      | 267           | (84)          |
| Governance costs                               |      | 105           | 72            |
|  |      | <u>32,186</u> | <u>70,808</u> |

## 8 Property repairs

|                             | 2024<br>£    | 2023<br>£     |
|-----------------------------|--------------|---------------|
| Electrical work             | 963          | 5,800         |
| Sewage system works         | 220          | 2,276         |
| Heating system service      | 798          | 726           |
| Roof repair                 | -            | 32,374        |
| Scaffolding hire            | -            | 4,500         |
| Cleaning and waste disposal | 6,659        | 6,083         |
| Other items                 | 377          | 803           |
|                             | <u>9,017</u> | <u>52,562</u> |

Total cost allocated to charitable activities £8,566 (2023: £49,934), costs of generating funds £451 (2023: £2,628) and governance costs £ nil (2023: £ nil).

## 9 Equipment repairs

|                            | 2024<br>£    | 2023<br>£  |
|----------------------------|--------------|------------|
| Boat repairs               | 293          | -          |
| Extinguisher service       | 264          | 587        |
| Genie servicing            | 686          | -          |
| Trailer repairs            | 431          | -          |
| Other items (all <£100.00) | -            | -          |
|                            | <u>1,674</u> | <u>587</u> |

Total cost allocated to charitable activities £1,506 (2023: £529), costs of generating funds £84 (2023: £29) and governance costs £84 (2023: £29).

**10 Fixed assets**

|                           | <b>Freehold<br/>Land &amp;<br/>Buildings</b> | <b>Leasehold<br/>Land &amp;<br/>Buildings</b> | <b>Plant &amp;<br/>Machinery</b>           | <b>Motor<br/>Vehicles &amp;<br/>Trailers</b> | <b>Boats &amp;<br/>Associated<br/>Equipment</b> |
|---------------------------|--|---|--|--|---|
| <b>Cost or valuation:</b> |  |   |  |  |   |
| As at 1 April 2023        | 450,000                                      | -   | 2,535                                      | 13,171                                       | 42,992  |
| Additions                 | -  | -   | -  | -  | -   |
| Disposals                 | -  | -   | (120)                                      | -  | -   |
| As at 31 March 2024       | <u>450,000</u>                               | <u>-</u>                                      | <u>2,415</u>                               | <u>13,171</u>                                | <u>42,992</u>                                   |
| <b>Depreciation</b>       |  |   |  |  |   |
| As at 1 April 2023        | -  | -   | 2,070                                      | 11,465                                       | 27,212  |
| Charge for the year       | -  | -   | 86   | 426  | 2,367   |
| Disposals                 | -  | -   | (105)                                      | -  | -   |
| As at 31 March 2024       | <u>-</u>                                     | <u>-</u>                                      | <u>2,051</u>                               | <u>11,891</u>                                | <u>29,579</u>                                   |
| <b>Net book value</b>     |  |   |  |  |   |
| As at 31 March 2024       | <u>450,000</u>                               | <u>-</u>                                      | <u>364</u>                                 | <u>1,280</u>                                 | <u>13,413</u>                                   |
| As at 1 April 2023        | <u>450,000</u>                               | <u>-</u>                                      | <u>465</u>                                 | <u>1,706</u>                                 | <u>15,780</u>                                   |
|                           | <b>Fixtures &amp;<br/>Fittings</b>           | <b>Band<br/>Equipment</b>                     | <b>Sports &amp;<br/>Dive<br/>Equipment</b> | <b>Total<br/>2024</b>                        | <b>Total<br/>2023</b>                           |
| <b>Cost or valuation:</b> |  |   |  |  |   |
| As at 1 April 2023        | 17,587                                       | 31,943  | 6,424                                      | 564,652                                      | 563,464   |
| Additions                 | 326  | -   | -  | 326  | 2,742   |
| Disposals                 | (1,143)                                      | -   | (1,312)                                    | (2,575)                                      | (1,554)   |
| As at 31 March 2024       | <u>16,770</u>                                | <u>31,943</u>                                 | <u>5,112</u>                               | <u>562,403</u>                               | <u>564,652</u>                                  |
| <b>Depreciation</b>       |  |   |  |  |   |
| As at 1 April 2023        | 13,505                                       | 12,657  | 5,702                                      | 72,611                                       | 67,183  |
| Charge for the year       | 1,097  | 1,596   | 130  | 5,702  | 6,676   |
| Disposals                 | (1,089)                                      | -   | (1,113)                                    | (2,307)                                      | (1,248)   |
| As at 31 March 2024       | <u>13,513</u>                                | <u>14,253</u>                                 | <u>4,719</u>                               | <u>76,006</u>                                | <u>72,611</u>                                   |
| <b>Net book value</b>     |  |   |  |  |   |
| As at 31 March 2024       | <u>3,257</u>                                 | <u>17,690</u>                                 | <u>393</u>                                 | <u>486,397</u>                               | <u>492,041</u>                                  |
| As at 1 April 2023        | <u>4,082</u>                                 | <u>19,286</u>                                 | <u>722</u>                                 | <u>492,041</u>                               | <u>496,281</u>                                  |

**Additions**

|                            | <b>2024</b> | <b>2023</b>  |
|----------------------------|-------------|--------------|
| Mattresses                 | -           | 2,385        |
| Beds                       | -           | 357          |
| Gate lock                  | 326         | -            |
| Other items (all <£100.00) | -           | -            |
|                            | <u>326</u>  | <u>2,742</u> |

In addition, the Unit has beneficial, ongoing use of 1 further Quest and 1 Rigiflex with an outboard motor (that is used as a safety boat) but does not hold title to them.

### 11 Debtors

|  | <b>2024</b><br>£ | <b>2023</b><br>£ |
|--|------------------|------------------|
| Debtors, rents and gift aid receivable | 1,909            | 1,090            |
| Other debtors                          | -                | -                |
| Prepayments and accrued income         | -                | 4,102            |
|  | <u>1,909</u>     | <u>5,192</u>     |

### 12 Creditors due within one year

|                              | <b>2024</b><br>£ | <b>2023</b><br>£ |
|------------------------------|------------------|------------------|
| Trade creditors              | 595              | 1,253            |
| Short term loan              | -                | 4,500            |
| Other creditors and accruals | 4,457            | 5,687            |
|                              | <u>5,052</u>     | <u>11,440</u>    |

### 13 Taxation

As a charity, Farnham, Fleet and Aldershot Sea Cadets Unit is exempt from tax on income and gains to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

**FARNHAM FLEET AND ALDERSHOT UNIT 137 OF THE SEA CADET CORPS**

England & Wales - Charity number 305037

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# Accounts

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**Farnham, Fleet and Aldershot  
Sea Cadets**

**Unit 137 of The Sea Cadet Corps**

**Accounts and Annual Review  
for the year to 31 March 2023**

## Trustees' Annual Report on the Activities for the Year Ended 31 March 2023

|                              |   |
|------------------------------|---|
| Charity Name:                | Farnham, Fleet and Aldershot<br>Sea Cadets<br><br>Unit 137 of The Sea Cadet Corps |
| Charity registration number: | 305037  |
| Operational address:         | T/S Swiftsure<br>Lower Weybourne Lane<br>Badshot Lea<br>Surrey<br>GU9 9LQ         |

|          |  |
|----------|--|
| Bankers: | Lloyds TSB<br>115 Victoria Rad<br>Aldershot<br>Hampshire<br>GU11 1JQ |
|----------|--|

### Unit Management Team (Trustees)

|   |   |
|---|---|
| Martin Gallop (Chair)<br>Neil Weston FCA (Treasurer)<br>Paul Abbott | PO Sean Kavanagh<br>Graham Cooke<br>Yvonne Blackburn (appointed 08.06.23) |
|---|---|

### Nature and date of the Unit's Constitution (governing document):

The unit is governed by the Sea Cadet Regulations.

### The methods adopted for recruiting new trustees, and how trustees are elected or otherwise appointed (and by whom).

Unit Management Team (UMT) members are elected annually at the AGM. UMT members are elected from persons having an interest in the unit and its operations. In the event of a vacancy arising during the year (a casual vacancy) the UMT have the power to appoint a new UMT member who will be able to serve until the date of the next AGM, at which point they will need to seek formal election if they wish to remain in post.

### The Unit's Charitable purpose as set out in its constitution is: -

To help young people towards responsible adulthood by encouraging valuable personal attributes and high standards of conduct, using a nautical theme based on the customs of the Royal Navy.

### The Unit's main activities and achievements in the financial year were: -

The new roof was completed and paid for during the year to 31 March 2023. We were fortunate to be able to receive significant government back grants and £25,000 of funding directly from MSSC. These funds, along with some reserves and additional donations that we were able to secure mean that the Unit still has adequate finances in place.

The completion of this significant project has enabled us to grow as we continued to come out of the Covid restrictions and the increase the activities being undertaken by the cadets.

This in turn is reflected in an increase in cadet numbers.

The accounts have again been prepared on an accruals basis, recognising all the assets and liabilities of the charity.

The statement of financial activities shows that the level of reserves has decreased by £8,233 in the year but there were still net current assets of approximately £13,000 and there continues to be sufficient cash and bank balances to cover the ongoing costs.

**Public Benefit**

The UMT continue to give due regard to the public benefit provided by the Unit in relation to the charitable purposes of the Sea Cadet movement as set out in the activities and achievements outlined above. The aim is to promote the development of young people in achieving their physical, intellectual and social potential as individuals and responsible citizens in a safe environment. To achieve this the Unit takes young people from all backgrounds, including where possible those with disabilities and develops their skills and abilities by:

- Regular and structured activities with a nautical theme;
- Allowing young people to take part in activities connected with the wider Sea Cadet movement such as seaborne activities, events and competitions at district, area and national levels;
- Availability of formal educational achievements whilst taking courses to earn badges and promotions.

Contributions are kept low in order to ensure that as many of those who wish to take part in the activities of the unit may do so.

**Reserves Policy**

The charity trustees’ policy aims to maintain unrestricted free reserves at a level of £10,000 to £15,000. This level is considered to be appropriate to cover several months of operating costs in the unlikely event that all sources of income cease.

Date signed as authorised by the Unit’s Management Team



..... N A Weston FCA      Unit Treasurer



..... M Gallop                      Unit Chairman

### **Report of the Chairman of the Trustees**

TS Swiftsure has had an interesting year, where focusing on the basics has enabled the Unit to provide the best possible cadet experience for its ship's company. With the completion of the maintenance work on the roof, it has enabled the Unit to focus on upgrading and improving the teaching space.

To make the best possible use of the site and facilities the Unit has been very creative on how the site is used and this has increased the community engagement the unit has many fold. All having a positive impact, both financially, but drawing in new interests to the Unit.

This year has seen more participation in competitions, cadets on courses, hours afloat and activities within the community. Alongside this the cadets have gained promotions and grown in number. Impressive in a year where the focus has been to maintain and get staff development on track.

The unit's Commanding Officer PO Kavanagh leads from the front and his boundless enthusiasm is great to see, but more importantly he is building a great team around him who provide the stability that the Unit and cadets need. Moving forward the Unit needs to focus on its targets of onboarding staff and up-skilling them, to achieve the cadet focused goals on boating and further cadet promotions at the higher level. This is all achievable with the current community engagement. Getting cadets afloat and gaining qualifications as they do so is a key part to the Unit sustaining the progress it has made.

The Unit is now materially in good condition, although the maintenance requirements are significant. Fortunately, the UMT are fully aware of the role and responsibilities and a good maintenance plan is in action.

The ships company of TS Swiftsure should be proud of what they have achieved against a number of adversities that they have had this year.

Martin Gallop (Chair)

## Report of the Commanding Officer

### INTRODUCTION

2023 has been very much a build back year. With greater stability in the staffing of the unit and an increase in the numbers of older cadets, it has been possible to start to offer a wider range of training and other activities at TS Swiftsure. One of the big impacts of COVID on the activities of the Unit was the loss of many senior cadets.

Visitors to the Unit will have seen changes to the fabric of the building inside and out. Much of this is down to the hard work and effort of CI Bryan Blencowe and I would like to put in writing here my heartfelt thanks for all he has done.

### CADET NUMBERS

Our overall numbers have stayed very strong at 57. I would like to see this slowly increase as we have kept at these numbers without really advertising but before doing this, we need to ensure a strong, stable instructor base.

Although attendance overall has stayed high, attendance on Mondays is generally quite low and it would be good to understand why this is so that we can take the necessary steps to encourage greater attendance on that day.

### 2023 SUMMARY

This year has been a busy year for TS Swiftsure.

We have had:

- 10 cadets achieve BTEC's.
- 1 cadet achieve his Silver Wings.
- 3 new members of staff join.
- Been awarded a burgee for 2022!
- Had a successful Royal Navy Parade.
- Cleaned war graves.
- Hosted a Junior Camp.
- Had cadets on District, Area and National courses.
- Cadets on all the ships of the offshore fleet including trips overseas and cadets on TV!
- Cadets parading at the Army v Navy Rugby and Football matches.
- And many, many more.

The awarding of another burgee, which is the highest award for unit efficiency, was a great team effort and I would like to say a huge BZ (well done) to all the cadets and staff.

## Report of the Commanding Officer

### PLANS FOR 2024

Cadets have asked for us to do more of the following in 2024:

- Sleepovers;
- Social activities.

In order to achieve this, we need to get our minibus back on the road and recruit a couple more staff to give us the necessary resources.

*PO Sean Kavanagh (CO Farnham, Fleet and Aldershot Unit)*

## Independent Examiner's Report on the Accounts

Report to the trustees of Farnham, Fleet and Aldershot Sea Cadets [Sea Cadet Unit Number 137] on the accounts for the year ended 31 March 2023 set out on pages 8 to 17.

### Respective responsibilities of trustees and examiner

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 my responsibility to:

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

### Basis of independent examiner's statement

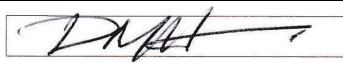
My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures 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 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 my examination, no matter has come to my attention which gives me 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
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date:

30.10.2023

Name:

Donald Faulkner

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

Address:

Harriers, Frimley Road

Ash Vale

Surrey, GU12 5NT

**Statement of Financial Activities**

|   | Note | Unrestricted Funds    | Designated Funds    | Restricted Funds | Total Funds 2023      | Total Funds 2022      |
|---|------|-----------------------|---------------------|------------------|-----------------------|-----------------------|
| <b>Income</b>                             |      |                       |                     |                  |                       |                       |
| <i>Income from charitable activities:</i> |      |                       |                     |                  |                       |                       |
| Subscriptions                             |      | 10,818                | -                   | -                | 10,818                | 10,078                |
| Gift Aid                                  |      | 2,408                 | -                   | -                | 2,408                 | 1,565                 |
| Collections                               |      | -                     | -                   | -                | -                     | -                     |
| Donations                                 | 3    | 33,861                | -                   | -                | 33,861                | 19,998                |
| Grants                                    | 4    | 9,360                 | -                   | -                | 9,360                 | 8,000                 |
| Activities                                | 5    | 1,296                 | -                   | -                | 1,296                 | 94                    |
| Fund raising                              |      | -                     | -                   | -                | -                     | -                     |
|   |      | <u>57,743</u>         | <u>-</u>            | <u>-</u>         | <u>57,743</u>         | <u>39,735</u>         |
| Rent received                             | 6    | 8,170                 | -                   | -                | 8,170                 | 1,518                 |
| Sundry sales                              |      | 894                   | -                   | -                | 894                   | -                     |
| Other receipts                            |      | 30                    | -                   | -                | 30                    | 164                   |
|   |      | <u>9,094</u>          | <u>-</u>            | <u>-</u>         | <u>9,094</u>          | <u>1,682</u>          |
| <i>Investment income:</i>                 |      |                       |                     |                  |                       |                       |
| Interest received                         |      | 18                    | -                   | -                | 18                    | 1                     |
| <b>Total income</b>                       |      | <u><b>66,855</b></u>  | <u><b>-</b></u>     | <u><b>-</b></u>  | <u><b>66,855</b></u>  | <u><b>41,418</b></u>  |
| <b>Expenditure</b>                        |      |                       |                     |                  |                       |                       |
| <i>Costs of raising funds:</i>            |      |                       |                     |                  |                       |                       |
| Trading operations                        |      | 4,280                 | -                   | -                | 4,280                 | 3,236                 |
| Fundraising                               |      | -                     | -                   | -                | -                     | -                     |
|   |      | <u>4,280</u>          | <u>-</u>            | <u>-</u>         | <u>4,280</u>          | <u>3,236</u>          |
| Unit activities and operation             | 7    | 70,808                | -                   | -                | 70,808                | 68,971                |
| <b>Total Expenditure</b>                  |      | <u><b>75,088</b></u>  | <u><b>-</b></u>     | <u><b>-</b></u>  | <u><b>75,088</b></u>  | <u><b>72,207</b></u>  |
| <b>Net movement in funds for the year</b> |      | <b>(8,233)</b>        | <b>-</b>            | <b>-</b>         | <b>(8,233)</b>        | <b>(30,789)</b>       |
| <b>Funds b/fwd</b>                        |      | 510,565               | 2,684               | -                | 513,249               | 544,038               |
| Transfer                                  |      | -                     | -                   | -                | -                     | -                     |
| <b>Funds c/fwd</b>                        |      | <u><b>502,332</b></u> | <u><b>2,684</b></u> | <u><b>-</b></u>  | <u><b>505,016</b></u> | <u><b>513,249</b></u> |

Designated funds (see page 10):

The cadets' fund represents the surplus generated through the stand easy operated for the cadets, expenditure of the fund will be agreed in association with the cadets.

The building fund is money designated by the trustees to be used for the replacement of the building roof.

Signed as authorised by the Unit's Management Team



..... N A Weston FCA (Unit Treasurer) Date .....



..... M Gallop (Unit Chair) Date .....

**Statement of Financial Activities**  
Comparative Information

|   | Note | Unrestricted<br>Funds | Designated<br>Funds | Restricted<br>Funds | Total<br>Funds<br>2022 |
|---|------|-----------------------|---------------------|---------------------|------------------------|
| <b>Income</b>                             |      |                       |                     |                     |                        |
| <i>Income from charitable activities:</i> |      |                       |                     |                     |                        |
| Subscriptions                             |      | 10,078                | -                   | -                   | 10,078                 |
| Gift Aid                                  |      | 1,565                 | -                   | -                   | 1,565                  |
| Collections                               |      | -                     | -                   | -                   | -                      |
| Donations                                 | 3    | 19,998                | -                   | -                   | 19,998                 |
| Grants                                    | 4    | 8,000                 | -                   | -                   | 8,000                  |
| Activities                                | 5    | 94                    | -                   | -                   | 94                     |
| Fund raising                              |      | -                     | -                   | -                   | -                      |
|   |      | <u>39,735</u>         | <u>-</u>            | <u>-</u>            | <u>39,735</u>          |
| Rent received                             | 6    | 1,518                 | -                   | -                   | 1,518                  |
| Sundry sales                              |      | -                     | -                   | -                   | -                      |
| Other receipts                            |      | 164                   | -                   | -                   | 164                    |
|   |      | <u>1,682</u>          | <u>-</u>            | <u>-</u>            | <u>1,682</u>           |
| <i>Investment income:</i>                 |      |                       |                     |                     |                        |
| Interest received                         |      | 1                     | -                   | -                   | 1                      |
| <b>Total income</b>                       |      | <b><u>41,418</u></b>  | <b><u>-</u></b>     | <b><u>-</u></b>     | <b><u>41,418</u></b>   |
| <b>Expenditure</b>                        |      |                       |                     |                     |                        |
| <i>Costs of raising funds:</i>            |      |                       |                     |                     |                        |
| Trading operations                        |      | 3,236                 | -                   | -                   | 3,236                  |
| Fundraising                               |      | -                     | -                   | -                   | -                      |
|   |      | <u>3,236</u>          | <u>-</u>            | <u>-</u>            | <u>3,236</u>           |
| Unit activities and operation             | 7    | 68,971                | -                   | -                   | 68,971                 |
| <b>Total Expenditure</b>                  |      | <b><u>72,207</u></b>  | <b><u>-</u></b>     | <b><u>-</u></b>     | <b><u>72,207</u></b>   |
| <b>Net movement in funds for the year</b> |      | <b>(30,789)</b>       | <b>-</b>            | <b>-</b>            | <b>(30,789)</b>        |
| <b>Funds b/fwd</b>                        |      | <b>512,765</b>        | <b>31,273</b>       | <b>-</b>            | <b>544,038</b>         |
| Transfer                                  |      | 28,589                | (28,589)            | -                   | -                      |
| <b>Funds c/fwd</b>                        |      | <b><u>510,565</u></b> | <b><u>2,684</u></b> | <b><u>-</u></b>     | <b><u>513,249</u></b>  |

**Balance Sheet as at 31 March 2023**

|  | Notes | 2023<br>£     | 2023<br>£             | 2022<br>£     | 2022<br>£             |
|--|-------|---------------|-----------------------|---------------|-----------------------|
| <b>Fixed assets</b>                          |       |               |                       |               |                       |
| Tangible fixed assets                        | 10    |               | 492,041               |               | 496,281               |
| <b>Current assets</b>                        |       |               |                       |               |                       |
| Stock  |       | 361           |                       | 362           |                       |
| Debtors                                      | 11    | 5,192         |                       | 4,248         |                       |
| Cash and bank balances                       |       | 18,862        |                       | 19,586        |                       |
| <b>Total Current Assets</b>                  |       | <u>24,415</u> |                       | <u>24,196</u> |                       |
| <b>Current liabilities</b>                   |       |               |                       |               |                       |
| Amounts falling due within one year          | 12    | (11,440)      |                       | (7,228)       |                       |
| <b>Net current assets</b>                    |       |               | <u>12,975</u>         |               | <u>16,968</u>         |
| <b>Total assets less current liabilities</b> |       |               | <u>505,016</u>        |               | <u>513,249</u>        |
| <b>Long term liabilities</b>                 |       |               |                       |               |                       |
|  |       |               | -                     |               | -                     |
| <b>Total funds carried forward</b>           |       |               | <u><u>505,016</u></u> |               | <u><u>513,249</u></u> |
| <b>Represented by:</b>                       |       |               |                       |               |                       |
| <b>The funds of the charity</b>              |       |               |                       |               |                       |
| Unrestricted funds                           |       |               | 502,332               |               | 510,565               |
| Designated funds                             |       |               |                       |               |                       |
| Cadets' Fund                                 |       | 2,684         |                       | 2,684         |                       |
| Building Fund                                |       | -             |                       | -             |                       |
|  |       | <u>2,684</u>  |                       | <u>2,684</u>  |                       |
| Restricted funds                             |       |               |                       |               |                       |
| Capital Fund                                 |       |               | -                     |               | -                     |
| <b>Total charity funds</b>                   |       |               | <u><u>505,016</u></u> |               | <u><u>513,249</u></u> |

## **Notes on the accounts**

### **1 Accounting Policies**

The principal accounting policies adopted in the preparation of the financial statements are as follows:

#### **Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Farnham Sea Cadets meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

#### **Preparation of the accounts on a going concern basis**

It is assumed that the charity as a going concern, it has sufficient available resources (financial, volunteers and support) to continue the operations that it carries out at present and those that are planned for the foreseeable future.

#### **Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received, and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received, and the amount can be measured reliably and is not deferred.

#### **Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the staff and trustees is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### **Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

#### **Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work.

### **Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise a proportion of the costs of maintain and operating the building (which is rented out to provide additional income for the charity) and the costs of specific fundraising events held.
- Expenditure on charitable activities includes the costs of trips, cadet activities and the majority of the costs of running the building.

The charity is not registered for VAT and irrecoverable VAT on expenditure is charged as a cost against the activity for which that expenditure was incurred.

No trustees received any remuneration in the year, nor were any expenses paid by the charity to members of the UMT in respect of their duties as trustees of the charity.

### **Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back-office costs and governance costs which support the Unit's cadet programmes and activities. Given the fact that these duties are entirely undertaken by volunteers there are no personnel costs and only minimal other expenses incurred. Such costs have been included in expenditure on charitable activities as shown in note 7.

### **Tangible fixed assets**

Individual fixed assets are capitalised at cost and are depreciated over their estimated useful economic lives on a straight-line basis as follows:

|   |                                |
|---|--------------------------------|
| Freehold land and buildings                 | – not depreciated              |
| Boats and equipment                         | – 15% written down value       |
| Motor vehicles                              | – 25% written down value       |
| Fixtures, fittings, plant, sports equipment | – 25% written down value       |
| Diving gear and band equipment              | – 5% to 15% written down value |
| Band instruments                            | – 5% written down value        |

The land is not depreciated. Land and buildings are included at a valuation as agreed by the trustees at 31 March 2017, based upon advice given by a specialist adviser. The building itself does have a finite useful life but the overall value of £450,000 as used in these accounts assumes that the value of the old building is not material.

### **Debtors**

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

### **Cash at bank and in hand**

Cash at bank and cash in hand includes all bank accounts (including the deposit account) and cash on hand.

### **Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

### **Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value.

## **2 Legal status of the charity**

The charity is an independent charity, registered at the Charity Commission under Charity Number 305037. The registered contact is the treasurer, Mr N Weston.

## **3 Income from donations**

|                       | <b>2023</b>   | <b>2022</b>   |
|-----------------------|---------------|---------------|
| Bernard Sunley Trust  | -             | 10,000        |
| Farnham Institute     | 3,000         | -             |
| Aldershot Rotary Club | -             | 1,210         |
| Farnham Round Table   | 1,888         | -             |
| MSSC                  | 25,000        | -             |
| Virgin Giving         | -             | 1,993         |
| Surrey County Council | 3,000         | -             |
| Connaught Trust       | -             | 2,000         |
| Short Mat Bowls       | -             | 1,107         |
| Farnham Town Council  | -             | 2,000         |
| Mayor's Charity       | -             | 700           |
| Others                | 973           | 988           |
|                       | <u>33,861</u> | <u>19,998</u> |

## **4 Income from grants**

Business support grants totalling £9,360 relating to the year ended 31 March 2023 have been received by the unit (in the year ended 31 March 2022 the corresponding figure was £8,000).

## 5 Charitable activities

|                           | <b>2023</b>   |                    |                  |
|---------------------------|---------------|--------------------|------------------|
|                           | <b>Income</b> | <b>Expenditure</b> | <b>Surplus /</b> |
|                           | <b>£</b>      | <b>£</b>           | <b>deficit</b>   |
|                           |               |                    | <b>£</b>         |
| Weekly boating and rowing | -             | 1,081              | (1,081)          |
| Mess dinner               | 570           | 573                | (3)              |
| Activity weekends         | 270           | -                  | 270              |
| Other                     | 456           | -                  | 456              |
|                           | <u>1,296</u>  | <u>1,654</u>       | <u>(358)</u>     |

The "Return to Parading/Boating" costs relate to additional expenditure to make the unit and the activities "Covid Secure" in line with the applicable guidelines in place at the time of that expenditure.

|                              | <b>2022</b>   |                    |                  |
|------------------------------|---------------|--------------------|------------------|
|                              | <b>Income</b> | <b>Expenditure</b> | <b>Surplus /</b> |
|                              | <b>£</b>      | <b>£</b>           | <b>deficit</b>   |
|                              |               |                    | <b>£</b>         |
| Weekly boating and rowing    | -             | 425                | (425)            |
| Return to Parading / Boating | -             | 294                | (294)            |
| Other                        | 94            | 243                | (149)            |
|                              | <u>94</u>     | <u>962</u>         | <u>(868)</u>     |

## 6 Income from rent received

|                   | <b>2023</b>  | <b>2022</b>  |
|-------------------|--------------|--------------|
|                   | <b>£</b>     | <b>£</b>     |
| Auction           | 4,310        | -            |
| Container Hire    | 720          | 720          |
| Surrey Police     | -            | 185          |
| Tricks and Treats | 2,265        | -            |
| Stagestruck       | 470          | -            |
| Indoor Bowls      | -            | 300          |
| Other             | 405          | 313          |
|                   | <u>8,170</u> | <u>1,518</u> |

## 7 Analysis of expenditure on charitable activities

|                                    | Note | 2023<br>£     | 2022<br>£     |
|------------------------------------|------|---------------|---------------|
| Special events                     | 5    | 1,654         | 962           |
| Hall hire                          |      | 160           | 896           |
| Training                           |      | -             | 324           |
| Rates and water rates              |      | 397           | 309           |
| Light and heat                     |      | 5,830         | 1,439         |
| Telephone and internet             |      | 764           | 899           |
| Postage, printing and stationery   |      | 300           | 401           |
| Property maintenance               | 8    | 49,934        | 50,407        |
| Motor expenses                     |      | 999           | 1,556         |
| Equipment repairs                  | 9    | 529           | 1,290         |
| Insurance                          |      | 2,785         | 2,897         |
| Other costs                        |      | 792           | 594           |
| Depreciation                       |      | 6,676         | 6,853         |
| Profit on disposal of fixed assets |      | (84)          | -             |
| Governance costs                   |      | 72            | 144           |
|                                    |      | <u>70,808</u> | <u>68,971</u> |

## 8 Property repairs

|                             | 2023<br>£     | 2022<br>£     |
|-----------------------------|---------------|---------------|
| Electrical work             | 5,800         | 1,263         |
| Sewage system works         | 2,276         | 388           |
| Heater service              | 726           | 1,380         |
| Roof repair                 | 32,374        | 44,702        |
| Scaffolding hire            | 4,500         | -             |
| Cleaning and waste disposal | 6,083         | 4,185         |
| Other items                 | 803           | 1,142         |
|                             | <u>52,562</u> | <u>53,060</u> |

Total cost allocated to charitable activities £49,934 (2022: £50,407), costs of generating funds £2,628 (2022: £2,653) and governance costs £ nil (2022: £ nil).

## 9 Equipment repairs

|                                     | 2023<br>£  | 2022<br>£    |
|-------------------------------------|------------|--------------|
| Trailer repairs                     | -          | 686          |
| Fire alarm and extinguisher service | 587        | 402          |
| Other items (all <£100.00)          | -          | 346          |
|                                     | <u>587</u> | <u>1,434</u> |

Total cost allocated to charitable activities £529 (2022: £1,290), costs of generating funds £29 (2022: £72) and governance costs £29 (2022: £72).

**10 Fixed assets**

|                           | <b>Freehold<br/>Land &amp;<br/>Buildings</b> | <b>Leasehold<br/>Land &amp;<br/>Buildings</b> | <b>Plant &amp;<br/>Machinery</b>           | <b>Motor<br/>Vehicles &amp;<br/>Trailers</b> | <b>Boats &amp;<br/>Associated<br/>Equipment</b> |
|---------------------------|--|---|--|--|---|
| <b>Cost or valuation:</b> |  |   |  |  |   |
| As at 1 April 2022        | 450,000                                      | -   | 2,535                                      | 13,171                                       | 42,992  |
| Additions                 | -  | -   | -  | -  | -   |
| Disposals                 | -  | -   | -  | -  | -   |
| As at 31 March 2023       | <u>450,000</u>                               | <u>-</u>                                      | <u>2,535</u>                               | <u>13,171</u>                                | <u>42,992</u>                                   |
| <b>Depreciation</b>       |  |   |  |  |   |
| As at 1 April 2022        | -  | -   | 1,962                                      | 10,896                                       | 24,426  |
| Charge for the year       | -  | -   | 108  | 569  | 2,788   |
| Disposals                 | -  | -   | -  | -  | -   |
| As at 31 March 2023       | <u>-</u>                                     | <u>-</u>                                      | <u>2,070</u>                               | <u>11,465</u>                                | <u>27,212</u>                                   |
| <b>Net book value</b>     |  |   |  |  |   |
| As at 31 March 2023       | <u>450,000</u>                               | <u>-</u>                                      | <u>465</u>                                 | <u>1,706</u>                                 | <u>15,780</u>                                   |
| As at 1 April 2022        | <u>450,000</u>                               | <u>-</u>                                      | <u>573</u>                                 | <u>2,275</u>                                 | <u>18,566</u>                                   |
|                           | <b>Fixtures &amp;<br/>Fittings</b>           | <b>Band<br/>Equipment</b>                     | <b>Sports &amp;<br/>Dive<br/>Equipment</b> | <b>Total<br/>2023</b>                        | <b>Total<br/>2022</b>                           |
| <b>Cost or valuation:</b> |  |   |  |  |   |
| As at 1 April 2022        | 14,845                                       | 31,943  | 7,978                                      | 563,464                                      | 562,378   |
| Additions                 | 2,742  | -   | -  | 2,742  | 1,086   |
| Disposals                 | -  | -   | (1,554)                                    | (1,554)                                      | -   |
| As at 31 March 2023       | <u>17,587</u>                                | <u>31,943</u>                                 | <u>6,424</u>                               | <u>564,652</u>                               | <u>563,464</u>                                  |
| <b>Depreciation</b>       |  |   |  |  |   |
| As at 1 April 2022        | 12,131                                       | 11,061  | 6,707                                      | 67,183                                       | 60,330  |
| Charge for the year       | 1,374  | 1,596   | 243  | 6,676  | 6,853   |
| Disposals                 | -  | -   | (1,248)                                    | (1,248)                                      | -   |
| As at 31 March 2023       | <u>13,505</u>                                | <u>12,657</u>                                 | <u>5,702</u>                               | <u>72,611</u>                                | <u>67,183</u>                                   |
| <b>Net book value</b>     |  |   |  |  |   |
| As at 31 March 2023       | <u>4,082</u>                                 | <u>19,286</u>                                 | <u>722</u>                                 | <u>492,041</u>                               | <u>496,281</u>                                  |
| As at 1 April 2022        | <u>2,714</u>                                 | <u>20,882</u>                                 | <u>1,271</u>                               | <u>496,281</u>                               | <u>508,357</u>                                  |

| <b>Additions</b>           | <b>2023</b>  | <b>2022</b>  |
|----------------------------|--------------|--------------|
| Mattresses                 | 2,385        | -            |
| Beds                       | 357          | -            |
| Kayak racking              | -            | 561          |
| Computer equipment         | -            | 525          |
| Other items (all <£100.00) | -            | -            |
|                            | <u>2,742</u> | <u>1,086</u> |

In addition, the Unit has beneficial, ongoing use of 1 further Quest and 1 Rigiflex with an outboard motor (that is used as a safety boat) but does not hold title to them.

**11 Debtors**

|  | <b>2023</b>  | <b>2022</b>  |
|--|--------------|--------------|
|  | <b>£</b>     | <b>£</b>     |
| Debtors, rents and gift aid receivable | 1,090        | 1,694        |
| Other debtors                          | -            | -            |
| Prepayments and accrued income         | 4,102        | 2,554        |
|  | <u>5,192</u> | <u>4,248</u> |

**12 Creditors due within one year**

|                              | <b>2023</b>   | <b>2022</b>  |
|------------------------------|---------------|--------------|
|                              | <b>£</b>      | <b>£</b>     |
| Trade creditors              | 1,253         | 3,490        |
| Short term loan              | 4,500         | -            |
| Other creditors and accruals | 5,687         | 3,738        |
|                              | <u>11,440</u> | <u>7,228</u> |

**13 Taxation**

As a charity, Farnham, Fleet and Aldershot Sea Cadets Unit is exempt from tax on income and gains to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

**FARNHAM FLEET AND ALDERSHOT UNIT 137 OF THE SEA CADET CORPS**

England & Wales - Charity number 305037

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# Accounts

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**Farnham, Fleet and Aldershot  
Sea Cadets**

**Accounts for the year to  
31 March 2022**

**Charity number 305037**

**Farnham, Fleet and Aldershot  
Sea Cadets**

**Unit 137 of The Sea Cadet Corps**

**Accounts and Annual Review  
for the year to 31 March 2022**

**Trustees' Annual Report on the Activities  
for the Year Ended 31 March 2022**

|                              |   |
|------------------------------|---|
| Charity Name:                | Farnham, Fleet and Aldershot<br>Sea Cadets<br><br>Unit 137 of The Sea Cadet Corps |
| Charity registration number: | 305037  |
| Operational address:         | T/S Swiftsure<br>Lower Weybourne Lane<br>Badshot Lea<br>Surrey<br>GU9 9LQ         |

|          |  |
|----------|--|
| Bankers: | Lloyds TSB<br>115 Victoria Rad<br>Aldershot<br>Hampshire<br>GU11 1JQ |
|----------|--|

**Unit Management Team (Trustees)**

|   |                                      |
|---|--------------------------------------|
| Martin Gallop (Acting Chair)<br>Neil Weston FCA (Treasurer)<br>Zoe Youkee | PO Sean Kavanagh<br>Jamie Weston AAT |
|---|--------------------------------------|

**Nature and date of the Unit's Constitution (governing document):**

The unit is governed by the Sea Cadet Regulations.

**The methods adopted for recruiting new trustees, and how trustees are elected or otherwise appointed (and by whom).**

Unit Management Team (UMT) members are elected annually at the AGM. UMT members are elected from persons having an interest in the unit and its operations. In the event of a vacancy arising during the year (a casual vacancy) the UMT have the power to appoint a new UMT member who will be able to serve until the date of the next AGM, at which point they will need to seek formal election if they wish to remain in post.

**The Unit's Charitable purpose as set out in its constitution is:-**

To help young people towards responsible adulthood by encouraging valuable personal attributes and high standards of conduct, using a nautical theme based on the customs of the Royal Navy.

**The Unit's main activities and achievements in the financial year were:-**

The unit has overcome the challenges of the year and we look forward to prospering with increasing numbers of cadets and volunteers in the future. During the year most of our activity retreated to being online although we did have some periods where face to face activities were possible and those activities have been picking up pace since 31 March 2022. Cadet numbers did fall during the lockdown, but recruitment since the return has begun to address that issue.

The reduced activity during the year is reflected in the falls in subscriptions received and rental income, but we have been fortunate to receive substantial levels of support from the various government backed grants that were made available to us.

The accounts have again been prepared on an accruals basis, recognising all the assets and liabilities of the charity.

The statement of financial activities shows that the level of reserves has increased by £12,507 in the year.

The Unit is making concerted efforts to obtain the funding for a new roof for the main building and to that end the trustees have designated a proportion of the income received in the year for this purpose.

The Unit has received significant financial support from grants provided under the various business support schemes made available in the period.

### **Public Benefit**

The UMT continue to give due regard to the public benefit provided by the Unit in relation to the charitable purposes of the Sea Cadet movement as set out in the activities and achievements outlined above. The aim is to promote the development of young people in achieving their physical, intellectual and social potential as individuals and responsible citizens in a safe environment. To achieve this the Unit takes young people from all backgrounds, including where possible those with disabilities and develops their skills and abilities by:


- Regular and structured activities with a nautical theme;
- Allowing young people to take part in activities connected with the wider Sea Cadet movement such as seaborne activities, events and competitions at district, area and national levels;
- Availability of formal educational achievements whilst taking courses to earn badges and promotions.


Contributions are kept low in order to ensure that as many of those who wish to take part in the activities of the unit may do so.

### **Reserves Policy**

The charity trustees' policy aims to maintain unrestricted free reserves at a level of £10,000 to £15,000. This level is considered to be appropriate to cover several months of operating costs in the unlikely event that all sources of income cease.

Date signed as authorised by the Unit's Management Team

  
..... N A Weston FCA      Unit Treasurer

  
..... I Feast                      Unit Chairman

### **Report of the Chairman of the Trustees**

I think that it is fair to say that this past year has been another challenging one, however there now finally seems to be clear daylight ahead.

I don't need to dwell on the effects of the Covid pandemic on all our lives, particularly on our cadets and the staff – it has been a very difficult time however, at least, some cadets managed to get out onto the water at Hawley Lake at the back end of the Summer. This, and the general running of the cadets, was the result of a huge effort by the staff. They deserve an enormous thank you for their continuing enthusiasm in keeping cadets running as best as they could.

Cadets is not always all about water-based activities – that is the really adventurous and fun part – I think, though, we had enough water to contend with in the unit, with buckets and containers trying desperately to collect the ever-increasing amounts of water pouring through the roof. The fantastic news is that we now have finally got a magnificent new roof and that the building is starting to dry out. No more buckets to dodge and we can now start to reclaim some of the spaces that have been off limits.

As trustees, we have many internal and external projects still in mind, now the building is sound again. These include new heads and classrooms; however all projects are subject to funds being raised and the re-roofing project gave us some experience of how difficult that can be. After saying this, some parents are coming forward and are offering to help in some way or another. I encourage all parents to do likewise, even if only in a small way of a few hours every now and again – it goes without saying that it would be for the benefit of your children. Volunteers can help in many different ways, from doing the minor physical things of helping keep the grounds tidy to painting; or to involving and using personal resources and skills to assist the staff or becoming a Unit Management Team member; or being involved in a parent group. Many of these things involve giving up just a few hours of your time every now and again for potentially huge gain and reward.

Apart from celebrating the new roof, which I am sure you will agree is a fine structure, not before time, I cannot close without mentioning the staff. They are the life blood in making cadets work for all our kids. Firstly, a huge congratulations to P.O. Sean Kavanagh who has stood up to be Officer-in-Charge and is already making his mark. Without naming them individually, I would also like to thank all the remaining staff for their fortitude and perseverance in maintaining a strong level of cadet activities throughout this incredibly difficult period. During the pandemic a number of staff have been lost to the unit and this creates its own pressures on those remaining. So, if you feel that, as a parent (or you may know of someone else) you might be able to assist in some way, as mentioned previously, please come forward and talk either to myself or P.O. Kavanagh.

After 6 years of being involved with cadets as a trustee, and then stepping up as Chair, I am now passing the baton over to Ian Feast. Ian has a wealth of experience outside of cadets and which can benefit the unit. He is already immersing himself in the role and I am sure that you would wish to support him and wish him well in the future.

Thank you.

Stephen Samuel

### **Report of the Officer In Command**

GENERAL: 2021-22 has been a year of flux at Farnham Sea Cadet. COVID has changed from something to be feared to something we just have to live with; final SCC COVID restrictions were lifted in April meaning we can return to a full training programme but delivered, wherever possible, outside. We were fortunate enough to have very few cadets or staff extremely unwell with COVID and for that we are very thankful.

As a result of our performance during 2021, we were awarded a burgee, which is the highest award for unit efficiency. I would like to say a huge BZ (well done) to all the cadets and staff, including our former CO, who worked so hard to achieve this. After many years of marching around buckets and flooded classrooms and dormitories, this year also saw our new roof installed and we are all very thankful to the hard work of the UMT, both past and present, that enabled this to happen.

CADETS: One of the biggest impacts as a result of COVID was the loss of so many senior cadets. Many aged out and others left due to the fact their peers left. This has meant that we spent much of the year with one Able Cadet and one Petty Officer Cadet – and the latter of these has now reached 18 and become a member of staff! I would like to say a big thank you to both AC Carle and POC (now PPO) Gallagher who we have relied on so much over the year to help us deliver the SCC Cadet Training Plan to other cadets. I would also like to praise the unit's Ordinary Cadets who have stepped up and are helping to fill our senior cadet void!

Our cadet retention remains, with cadets' average stage with the unit being 46 months, compared to the Corps average of 24! Our number of cadets has dipped slightly but still remains strong at 57. We are still getting cadets join on a regular basis and, once we have a few more staff, a more consolidated recruitment campaign will begin.

COMPETITIONS: COVID once again impacted both the running of and our involvement in Corps competitions. Many were not run, and others restricted to District level. Our Unarmed Drill team and our Piper did enter the District Drill and Ceremonial Competition; sadly the result was not what we may have hoped for, but considering they had no experienced cadets to be a backbone of the team, they performed valiantly and I'm sure that this will give them more confidence for forthcoming years!

COURSES We have managed to get a record number of cadets on offshore trips this season - 15! These are amazing opportunities for cadets to spend a week making new friends sailing racing yachts, square masted tall ships and motor vessels around the coast of Great Britain and beyond. We have also had cadets on District and Area courses learning everything from First Aid to Seamanship to PT to Hillwalking as well as kayaking, sailing and rowing.

COMMUNITY ENGAGEMENT: Again, COVID has impacted our ability to support the community to the same level we usually do; we have been unable to sell poppies, or bag packing or so many other things that have been staples of our calendar. We did, as we have many times before, helped the Rotary Club guide Santa around Badshot Lea. As well as ensuring children across the world received presents on Christmas Day, Santa also helped the Rotary Club to make a very generous donation to the Unit and we are very, very grateful to them both.

We have so far this year taken part in three parades for the Queens Platinum Jubilee and Armed Forces Day. Through participation in these parades and other activities, we have strengthened our relationships with both the Rushmoor Rotary Club, Aldershot Royal Navy Association and Aldershot Royal British Legion, and we will continue to build these as well as our connections with the other local cadet forces.

BOATING: One of my first decisions was to change our boating evening from Wednesdays and moving it to Mondays. This was quite simply due to our staff numbers and the pressure that three nights per week plus weekends puts on volunteers during the Summer months, and, I believe, on cadets and parents. It doesn't suit everyone unfortunately and for that I apologise, but I do feel it was correct. Should staff levels increase, I will review this.

**Report of the Officer In Command (cont'd)**

STAFF: This year has seen many changes in unit staffing. In January I took over as Officer in Charge after both the former CO and Executive Officer left for personal reasons. With no handover or transition, this has been a very difficult time and I would like to say a very deep personal thank you to all the unit staff that have stepped up and worked so hard to assist me in coming to grips with this role – I would also like to thank the cadets for their support!

I also need to thank the members of the District Staff that have assisted during this period. Our instructing staff numbers are low. We are working very hard to increase these, but it is difficult and are always looking for new staff. This does not need to be in uniform and does not need to be twice a week, so if you or someone you know may be interested, please, please speak to me.

*PO Sean Kavanagh (OIC Farnham, Fleet and Aldershot Unit)*

### Independent Examiner's Report on the Accounts

Report to the trustees of Farnham, Fleet and Aldershot Sea Cadets [Sea Cadet Unit Number 137] on the accounts for the year ended 31 March 2022 set out on pages 8 to 17.

### Respective responsibilities of trustees and examiner

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 my responsibility to:

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

### Basis of independent examiner's statement

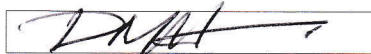
My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures 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 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 my examination, no matter has come to my attention which gives me 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
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date:

01.08.22

Name:

Donald Faulkner

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

Address:

Harriers, Frimley Road

Ash Vale

Surrey, GU12 5NT

**Statement of Financial Activities**

| Note                                      | Unrestricted Funds                        | Designated Funds | Restricted Funds | Total Funds 2022 | Total Funds 2021 |                |
|---|---|------------------|------------------|------------------|------------------|----------------|
| <b>Income</b>                             |   |                  |                  |                  |                  |                |
| <i>Income from charitable activities:</i> |   |                  |                  |                  |                  |                |
|   | Subscriptions                             | 10,078           | -                | -                | 10,078           | 7,440          |
|   | Gift Aid                                  | 1,565            | -                | -                | 1,565            | 1,472          |
|   | Collections                               | -                | -                | -                | -                | 444            |
| 3   | Donations                                 | 19,998           | -                | -                | 19,998           | 6,183          |
| 4   | Grants                                    | 8,000            | -                | -                | 8,000            | 19,907         |
| 5   | Activities                                | 94               | -                | -                | 94               | -              |
|   | Fund raising                              | -                | -                | -                | -                | -              |
|   |   | <u>39,735</u>    | <u>-</u>         | <u>-</u>         | <u>39,735</u>    | <u>35,746</u>  |
| 6   | Rent received                             | 1,518            | -                | -                | 1,518            | 5,641          |
|   | Sundry sales                              | -                | -                | -                | -                | -              |
|   | Other receipts                            | 164              | -                | -                | 164              | 200            |
|   |   | <u>1,682</u>     | <u>-</u>         | <u>-</u>         | <u>1,682</u>     | <u>5,841</u>   |
| <i>Investment income:</i>                 |   |                  |                  |                  |                  |                |
|   | Interest received                         | 1                | -                | -                | 1                | 2              |
|   | <b>Total income</b>                       | <b>41,418</b>    | <b>-</b>         | <b>-</b>         | <b>41,418</b>    | <b>41,589</b>  |
| <b>Expenditure</b>                        |   |                  |                  |                  |                  |                |
| <i>Costs of raising funds:</i>            |   |                  |                  |                  |                  |                |
|   | Trading operations                        | 3,236            | -                | -                | 3,236            | 1,860          |
|   | Fundraising                               | -                | -                | -                | -                | -              |
|   |   | <u>3,236</u>     | <u>-</u>         | <u>-</u>         | <u>3,236</u>     | <u>1,860</u>   |
| 7   | Unit activities and operation             | 68,971           | -                | -                | 68,971           | 27,222         |
|   | <b>Total Expenditure</b>                  | <b>72,207</b>    | <b>-</b>         | <b>-</b>         | <b>72,207</b>    | <b>29,082</b>  |
|   | <b>Net movement in funds for the year</b> | <b>(30,789)</b>  | <b>-</b>         | <b>-</b>         | <b>(30,789)</b>  | <b>12,507</b>  |
|   | <b>Funds b/fwd</b>                        | <b>512,765</b>   | <b>31,273</b>    | <b>-</b>         | <b>544,038</b>   | <b>531,531</b> |
|   | Transfer                                  | 28,589           | (28,589)         | -                | -                | -              |
|   | <b>Funds c/fwd</b>                        | <b>510,565</b>   | <b>2,684</b>     | <b>-</b>         | <b>513,249</b>   | <b>544,038</b> |

Designated funds (see page 10):


The cadets' fund represents the surplus generated through the stand easy operated for the cadets, expenditure of the fund will be agreed in association with the cadets.

The building fund is money designated by the trustees to be used for the replacement of the building roof.

Signed as authorised by the Unit's Management Team

 N A Weston FCA (Unit Treasurer)

Date 01.08.2022

 I Feast (Unit Chairman)

Date 1/8/22

**Statement of Financial Activities**  
Comparative Information

|   | Note | Unrestricted<br>Funds | Designated<br>Funds  | Restricted<br>Funds | Total<br>Funds<br>2021 |
|---|------|-----------------------|----------------------|---------------------|------------------------|
| <b>Income</b>                             |      |                       |                      |                     |                        |
| <i>Income from charitable activities:</i> |      |                       |                      |                     |                        |
| Subscriptions                             |      | 7,440                 | -                    | -                   | 7,440                  |
| Gift Aid                                  |      | 1,472                 | -                    | -                   | 1,472                  |
| Collections                               |      | 444                   | -                    | -                   | 444                    |
| Donations                                 | 3    | 6,183                 | -                    | -                   | 6,183                  |
| Grants                                    | 4    | 19,907                | -                    | -                   | 19,907                 |
| Activities                                | 5    | -                     | -                    | -                   | -                      |
| Fund raising                              |      | -                     | -                    | -                   | -                      |
|   |      | <u>35,746</u>         | <u>-</u>             | <u>-</u>            | <u>35,746</u>          |
| Rent received                             | 6    | 5,641                 | -                    | -                   | 5,641                  |
| Sundry sales                              |      | -                     | -                    | -                   | -                      |
| Other receipts                            |      | 200                   | -                    | -                   | 200                    |
|   |      | <u>5,841</u>          | <u>-</u>             | <u>-</u>            | <u>5,841</u>           |
| <i>Investment income:</i>                 |      |                       |                      |                     |                        |
| Interest received                         |      | 2                     | -                    | -                   | 2                      |
| <b>Total income</b>                       |      | <b><u>41,589</u></b>  | <b><u>-</u></b>      | <b><u>-</u></b>     | <b><u>41,589</u></b>   |
| <b>Expenditure</b>                        |      |                       |                      |                     |                        |
| <i>Costs of raising funds:</i>            |      |                       |                      |                     |                        |
| Trading operations                        |      | 1,860                 | -                    | -                   | 1,860                  |
| Fundraising                               |      | -                     | -                    | -                   | -                      |
|   |      | <u>1,860</u>          | <u>-</u>             | <u>-</u>            | <u>1,860</u>           |
| Unit activities and operation             | 7    | 27,222                | -                    | -                   | 27,222                 |
| <b>Total Expenditure</b>                  |      | <b><u>29,082</u></b>  | <b><u>-</u></b>      | <b><u>-</u></b>     | <b><u>29,082</u></b>   |
| <b>Net movement in funds for the year</b> |      | <b>12,507</b>         | <b>-</b>             | <b>-</b>            | <b>12,507</b>          |
| <b>Funds b/fwd</b>                        |      | <b>510,258</b>        | <b>21,273</b>        | <b>-</b>            | <b>531,531</b>         |
| Transfer                                  |      | (10,000)              | 10,000               | -                   | -                      |
| <b>Funds c/fwd</b>                        |      | <b><u>512,765</u></b> | <b><u>31,273</u></b> | <b><u>-</u></b>     | <b><u>544,038</u></b>  |

**Balance Sheet as at 31 March 2022**

|  | Notes | 2022<br>£     | 2022<br>£      | 2021<br>£     | 2021<br>£      |
|--|-------|---------------|----------------|---------------|----------------|
| <b>Fixed assets</b>                          |       |               |                |               |                |
| Tangible fixed assets                        | 10    |               | 496,281        |               | 502,048        |
| <b>Current assets</b>                        |       |               |                |               |                |
| Stock  |       | 362           |                | 361           |                |
| Debtors                                      | 11    | 4,248         |                | 4,320         |                |
| Cash and bank balances                       |       | 19,586        |                | 44,018        |                |
| <b>Total Current Assets</b>                  |       | <u>24,196</u> |                | <u>48,699</u> |                |
| <b>Current liabilities</b>                   |       |               |                |               |                |
| Amounts falling due within one year          | 12    | (7,228)       |                | (6,709)       |                |
| <b>Net current assets</b>                    |       |               | <u>16,968</u>  |               | <u>41,990</u>  |
|  |       |               | <u>513,249</u> |               | <u>544,038</u> |
| <b>Total assets less current liabilities</b> |       |               |                |               |                |
|  |       |               |                |               | <u>544,038</u> |
| <b>Long term liabilities</b>                 |       |               |                |               |                |
|  |       |               | -              |               | -              |
| <b>Total funds carried forward</b>           |       |               |                |               |                |
|  |       |               | <u>513,249</u> |               | <u>544,038</u> |
| <b>Represented by:</b>                       |       |               |                |               |                |
| <b>The funds of the charity</b>              |       |               |                |               |                |
| <i>Unrestricted funds</i>                    |       |               | 510,565        |               | 522,765        |
| Designated funds                             |       |               |                |               |                |
| Cadets' Fund                                 |       | 2,684         |                | 2,684         |                |
| Building Fund                                |       | -             |                | 18,589        |                |
|  |       |               | <u>2,684</u>   |               | <u>21,273</u>  |
| Restricted funds                             |       |               |                |               |                |
| Capital Fund                                 |       |               | -              |               | -              |
| <b>Total charity funds</b>                   |       |               | <u>513,249</u> |               | <u>544,038</u> |

## **Notes on the accounts**

### **1 Accounting Policies**

The principal accounting policies adopted in the preparation of the financial statements are as follows:

#### **Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Farnham Sea Cadets meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

#### **Preparation of the accounts on a going concern basis**

It is assumed that the charity as a going concern, it has sufficient available resources (financial, volunteers and support) to continue the operations that it carries out at present and those that are planned for the foreseeable future.

#### **Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received, and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received, and the amount can be measured reliably and is not deferred.

#### **Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the staff and trustees is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### **Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

#### **Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work.

### **Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise a proportion of the costs of maintain and operating the building (which is rented out to provide additional income for the charity) and the costs of specific fundraising events held.
- Expenditure on charitable activities includes the costs of trips, cadet activities and the majority of the costs of running the building.

The charity is not registered for VAT and irrecoverable VAT on expenditure is charged as a cost against the activity for which that expenditure was incurred.

No trustees received any remuneration in the year, nor were any expenses paid by the charity to members of the UMT in respect of their duties as trustees of the charity.

### **Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs and governance costs which support the Unit's cadet programmes and activities. Given the fact that these duties are entirely undertaken by volunteers there are no personnel costs and only minimal other expenses incurred. Such costs have been included in expenditure on charitable activities as shown in note 7.

### **Tangible fixed assets**

Individual fixed assets are capitalised at cost and are depreciated over their estimated useful economic lives on a straight-line basis as follows:

|   |                                |
|---|--------------------------------|
| Freehold land and buildings                 | - not depreciated              |
| Boats and equipment                         | - 15% written down value       |
| Motor vehicles                              | - 25% written down value       |
| Fixtures, fittings, plant, sports equipment | - 25% written down value       |
| Diving gear and band equipment              | - 5% to 15% written down value |
| Band instruments                            | - 5% written down value        |

The land is not depreciated. Land and buildings are included at a valuation as agreed by the trustees at 31 March 2017, based upon advice given by a specialist adviser. The building itself does have a finite useful life but the overall value of £450,000 as used in these accounts assumes that the value of the old building is not material.

### **Debtors**

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

### **Cash at bank and in hand**

Cash at bank and cash in hand includes all bank accounts (including the deposit account) and cash on hand.

**Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value.

**2 Legal status of the charity**

The charity is an independent charity, registered at the Charity Commission under Charity Number 305037. The registered contact is the treasurer, Mr N Weston.

**3 Income from donations**

|                              | <b>2022</b>   | <b>2021</b>  |
|------------------------------|---------------|--------------|
| Bernard Sunley Trust         | 10,000        | -            |
| Councillor Funds             | -             | 1,000        |
| Aldershot Rotary Club        | 1,210         | 300          |
| Taylor Wimpey                | -             | 1,200        |
| Virgin Giving                | 1,993         | -            |
| 29 May 1961 Charitable Trust | -             | 2,000        |
| Connaught Trust              | 2,000         | -            |
| Short Mat Bowls              | 1,107         | -            |
| Farnham Town Council         | 2,000         | -            |
| Mayor's Charity              | 700           | -            |
| PayPal                       | -             | 1,134        |
| Others                       | 988           | 549          |
|                              | <u>19,998</u> | <u>6,183</u> |

**4 Income from grants**

Business support grants totalling £8,000 relating to the year ended 31 March 2022 have been received by the unit (in the year ended 31 March 2021 the corresponding figure was £19,907).

**5 Charitable activities**

|                              | <b>2022</b>         |                          |                                    |
|------------------------------|---------------------|--------------------------|------------------------------------|
|                              | <b>Income<br/>£</b> | <b>Expenditure<br/>£</b> | <b>Surplus /<br/>deficit<br/>£</b> |
| Weekly boating and rowing    | -                   | 425                      | (425)                              |
| Return to Parading / Boating | -                   | 294                      | (294)                              |
| Other                        | 94                  | 243                      | (149)                              |
|                              | <u>94</u>           | <u>962</u>               | <u>(868)</u>                       |

The "Return to Parading/Boating" costs relate to additional expenditure to make the unit and the activities "Covid Secure" in line with the applicable guidelines in place at the time of that expenditure.

|                              | <b>2021</b>         |                          |                                    |
|------------------------------|---------------------|--------------------------|------------------------------------|
|                              | <b>Income<br/>£</b> | <b>Expenditure<br/>£</b> | <b>Surplus /<br/>deficit<br/>£</b> |
| Weekly boating and rowing    | -                   | 926                      | (926)                              |
| Return to Parading / Boating | -                   | 877                      | (877)                              |
| Halloween Party              | -                   | 135                      | (135)                              |
|                              | <u>-</u>            | <u>1,938</u>             | <u>(1,938)</u>                     |

**6 Income from rent received**

|                 | <b>2022<br/>£</b> | <b>2021<br/>£</b> |
|-----------------|-------------------|-------------------|
| Gymnastics Club | -                 | 3,214             |
| Container Hire  | 720               | 720               |
| Surrey Police   | 185               | 1,507             |
| Indoor Bowls    | 300               | -                 |
| Other           | 313               | 200               |
|                 | <u>1,518</u>      | <u>5,641</u>      |

## 7 Analysis of expenditure on charitable activities

|                                  | Note | 2022<br>£     | 2021<br>£     |
|----------------------------------|------|---------------|---------------|
| Special events                   | 5    | 962           | 1,938         |
| Hall hire                        |      | 896           | -             |
| Training                         |      | 324           | -             |
| Rates and water rates            |      | 309           | 687           |
| Light and heat                   |      | 1,439         | 4,064         |
| Telephone and internet           |      | 899           | 861           |
| Postage, printing and stationery |      | 401           | 265           |
| Property maintenance             | 8    | 50,407        | 6,160         |
| Motor expenses                   |      | 1,556         | 923           |
| Equipment repairs                | 9    | 1,290         | 899           |
| Insurance                        |      | 2,897         | 2,725         |
| Other costs                      |      | 594           | 641           |
| Depreciation                     |      | 6,853         | 7,949         |
| Disposal of fixed assets         |      | -             | -             |
| Governance costs                 |      | 144           | 110           |
|                                  |      | <u>68,971</u> | <u>27,222</u> |

## 8 Property repairs

|                             | 2022<br>£     | 2021<br>£    |
|-----------------------------|---------------|--------------|
| Electrical work             | 1,263         | 764          |
| Sewage system works         | 388           | -            |
| Heater service              | 1,380         | -            |
| Roof repair                 | 44,702        | -            |
| Architect's fees            | -             | 1,996        |
| Cleaning and waste disposal | 4,185         | 2,973        |
| Other items                 | 1,142         | 751          |
|                             | <u>53,060</u> | <u>6,484</u> |

Total cost allocated to charitable activities £50,407 (2021: £6,160), costs of generating funds £2,653 (2021: £324) and governance costs £ nil (2021: £ nil).

## 9 Equipment repairs

|                               | 2022<br>£    | 2021<br>£  |
|-------------------------------|--------------|------------|
| Lawnmower repairs and service | -            | 135        |
| Trailer repairs               | 686          | -          |
| Fire alarm service            | 300          | 211        |
| Extinguisher service          | 102          | 406        |
| Other items (all <£100.00)    | 346          | 247        |
|                               | <u>1,434</u> | <u>999</u> |

Total cost allocated to charitable activities £1,290 (2021: £899), costs of generating funds £72 (2021: £50) and governance costs £72 (2021: £50).

**10 Fixed assets**

|                           | <b>Freehold<br/>Land &amp;<br/>Buildings</b> | <b>Leasehold<br/>Land &amp;<br/>Buildings</b> | <b>Plant &amp;<br/>Machinery</b>           | <b>Motor<br/>Vehicles &amp;<br/>Trailers</b> | <b>Boats &amp;<br/>Associated<br/>Equipment</b> |
|---------------------------|--|---|--|--|---|
| <b>Cost or valuation:</b> |  |   |  |  |   |
| As at 1 April 2021        | 450,000                                      | -   | 2,535                                      | 13,171                                       | 42,431  |
| Additions                 | -  | -   | -  | -  | 561   |
| Disposals                 | -  | -   | -  | -  | -   |
| As at 31 March 2022       | <u>450,000</u>                               | <u>-</u>                                      | <u>2,535</u>                               | <u>13,171</u>                                | <u>42,992</u>                                   |
| <b>Depreciation</b>       |  |   |  |  |   |
| As at 1 April 2021        | -  | -   | 1,828                                      | 10,138                                       | 21,148  |
| Charge for the year       | -  | -   | 134  | 758  | 3,278   |
| Disposals                 | -  | -   | -  | -  | -   |
| As at 31 March 2022       | <u>-</u>                                     | <u>-</u>                                      | <u>1,962</u>                               | <u>10,896</u>                                | <u>24,426</u>                                   |
| <b>Net book value</b>     |  |   |  |  |   |
| As at 31 March 2022       | <u>450,000</u>                               | <u>-</u>                                      | <u>573</u>                                 | <u>2,275</u>                                 | <u>18,566</u>                                   |
| As at 1 April 2021        | <u>450,000</u>                               | <u>-</u>                                      | <u>707</u>                                 | <u>3,033</u>                                 | <u>21,283</u>                                   |
|                           | <b>Fixtures &amp;<br/>Fittings</b>           | <b>Band<br/>Equipment</b>                     | <b>Sports &amp;<br/>Dive<br/>Equipment</b> | <b>Total<br/>2022</b>                        | <b>Total<br/>2021</b>                           |
| <b>Cost or valuation:</b> |  |   |  |  |   |
| As at 1 April 2021        | 14,320                                       | 31,943  | 7,978                                      | 562,378                                      | 560,738   |
| Additions                 | 525  | -   | -  | 1,086  | 1,640   |
| Disposals                 | -  | -   | -  | -  | -   |
| As at 31 March 2022       | <u>14,845</u>                                | <u>31,943</u>                                 | <u>7,978</u>                               | <u>563,464</u>                               | <u>562,378</u>                                  |
| <b>Depreciation</b>       |  |   |  |  |   |
| As at 1 April 2021        | 11,390                                       | 9,465   | 6,361                                      | 60,330                                       | 52,381  |
| Charge for the year       | 741  | 1,596   | 346  | 6,853  | 7,949   |
| Disposals                 | -  | -   | -  | -  | -   |
| As at 31 March 2022       | <u>12,131</u>                                | <u>11,061</u>                                 | <u>6,707</u>                               | <u>67,183</u>                                | <u>60,330</u>                                   |
| <b>Net book value</b>     |  |   |  |  |   |
| As at 31 March 2022       | <u>2,714</u>                                 | <u>20,882</u>                                 | <u>1,271</u>                               | <u>496,281</u>                               | <u>502,048</u>                                  |
| As at 1 April 2021        | <u>2,930</u>                                 | <u>22,478</u>                                 | <u>1,617</u>                               | <u>502,048</u>                               | <u>508,357</u>                                  |

| <b>Additions</b>           | <b>2022</b>  | <b>2021</b>  |
|----------------------------|--------------|--------------|
| Kayaks                     | -            | 1,640        |
| Kayak Racking              | 561          | -            |
| Computer Equipment         | 525          | -            |
| Other items (all <£100.00) | -            | -            |
|                            | <u>1,086</u> | <u>1,640</u> |

In addition, the Unit has beneficial, ongoing use of 1 further Quest and 1 Rigiflex with an outboard motor (that is used as a safety boat) but does not hold title to them.

### 11 Debtors

|  | <b>2022</b>  | <b>2021</b>  |
|--|--------------|--------------|
|  | <b>£</b>     | <b>£</b>     |
| Debtors, rents and gift aid receivable | 1,694        | 1,601        |
| Other debtors                          | -            | -            |
| Prepayments and accrued income         | 2,554        | 2,719        |
|  | <u>4,248</u> | <u>4,320</u> |

### 12 Creditors due within one year

|                              | <b>2022</b>  | <b>2021</b>  |
|------------------------------|--------------|--------------|
|                              | <b>£</b>     | <b>£</b>     |
| Trade creditors              | 3,490        | 739          |
| Other creditors and accruals | 3,738        | 5,970        |
|                              | <u>7,228</u> | <u>6,709</u> |

### 13 Taxation

As a charity, Farnham, Fleet and Aldershot Sea Cadets Unit is exempt from tax on income and gains to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

**FARNHAM FLEET AND ALDERSHOT UNIT 137 OF THE SEA CADET CORPS**

England & Wales - Charity number 305037

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# Accounts

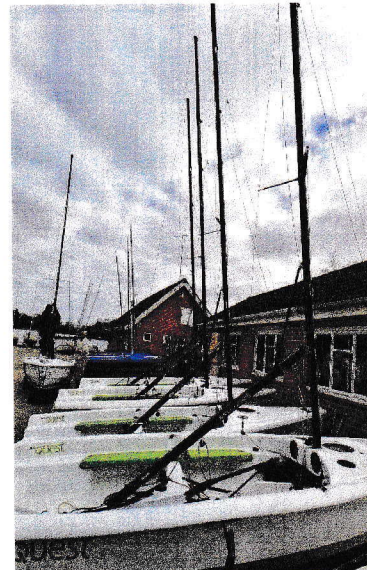
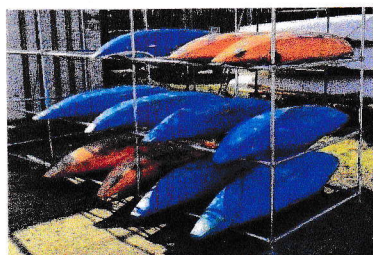
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**Farnham, Fleet and Aldershot  
Sea Cadets**

**Unit 137 of The Sea Cadet Corps**

**Accounts and Annual Review  
for the year to 31 March 2021**



**Trustees' Annual Report on the Activities  
for the Year Ended 31 March 2021**

|                              |   |
|------------------------------|---|
| Charity Name:                | Farnham, Fleet and Aldershot<br>Sea Cadets<br><br>Unit 137 of The Sea Cadet Corps |
| Charity registration number: | 305037  |
| Operational address:         | T/S Swiftsure<br>Lower Weybourne Lane<br>Badshot Lea<br>Surrey<br>GU9 9LG         |

|          |  |
|----------|--|
| Bankers: | Lloyds TSB<br>115 Victoria Rad<br>Aldershot<br>Hampshire<br>GU11 1JQ |
|----------|--|

**Unit Management Team (Trustees)**

|   |   |
|---|---|
| Stephen Samuel (Acting Chair)<br>Neil Weston FCA (Treasurer)<br>Martin Gallop | Alexandra Home<br>Sub Lt (SCC) Daniel Prior RNR<br>Jamie Weston AAT |
|---|---|

**Nature and date of the Unit's Constitution (governing document):**

The unit is governed by the Sea Cadet Regulations.

**The methods adopted for recruiting new trustees, and how trustees are elected or otherwise appointed (and by whom).**

Unit Management Team (UMT) members are elected annually at the AGM. UMT members are elected from persons having an interest in the unit and its operations. In the event of a vacancy arising during the year (a casual vacancy) the UMT have the power to appoint a new UMT member who will be able to serve until the date of the next AGM, at which point they will need to seek formal election if they wish to remain in post.

**The Unit's Charitable purpose as set out in its constitution is:-**

To help young people towards responsible adulthood by encouraging valuable personal attributes and high standards of conduct, using a nautical theme based on the customs of the Royal Navy.

**The Unit's main activities and achievements in the financial year were:-**

The unit has overcome the challenges of the year and we look forward to prospering with increasing numbers of cadets and volunteers in the future. During the year most of our activity retreated to being online although we did have some periods where face to face activities were possible and those activities have been picking up pace since 31 March 2021. Cadet numbers did fall during the lockdown but recruitment since the return has begun to address that issue.

The reduced activity during the year is reflected in the falls in subscriptions received and rental income, but we have been fortunate to receive substantial levels of support from the various government backed grants that were made available to us.

The accounts have again been prepared on an accruals basis, recognising all the assets and liabilities of the charity.

The statement of financial activities shows that the level of reserves has increased by £12,507 in the year.

The Unit is making concerted efforts to obtain the funding for a new roof for the main building and to that end the trustees have designated a proportion of the income received in the year for this purpose.

The Unit has received significant financial support from grants provided under the various business support schemes made available in the period.

### **Public Benefit**

The UMT continue to give due regard to the public benefit provided by the Unit in relation to the charitable purposes of the Sea Cadet movement as set out in the activities and achievements outlined above. The aim is to promote the development of young people in achieving their physical, intellectual and social potential as individuals and responsible citizens in a safe environment. To achieve this the Unit takes young people from all backgrounds, including where possible those with disabilities and develops their skills and abilities by:

- Regular and structured activities with a nautical theme;
- Allowing young people to take part in activities connected with the wider Sea Cadet movement such as seaborne activities, events and competitions at district, area and national levels;
- Availability of formal educational achievements whilst taking courses to earn badges and promotions.

Contributions are kept low in order to ensure that as many of those who wish to take part in the activities of the unit may do so.

### **Reserves Policy**

The charity trustees' policy aims to maintain unrestricted free reserves at a level of £10,000 to £15,000. This level is considered to be appropriate to cover several months of operating costs in the unlikely event that all sources of income cease.

Date signed as authorised by the Unit's Management Team



..... N A Weston FCA      Unit Treasurer



..... S Samuel      Acting Unit Chairman

## **Report of the Chairman of the Trustees**

### **OUR AIMS**

We are a charity that aims to equip young people with the discipline, skills and self-confidence to realise their potential in life. Nautical adventure is a major part of our work with the Cadets with the framework provided by our parent organisation, the MSSC (Marine Society and Sea Cadets).

### **WHAT WE DO**

On strength, cadet numbers were around 70 (both male and female) at the start of the year however, due to the effects on activities / recruitment as a result of the Coronavirus, cadet numbers have reduced, and we currently have 52 as at 31st March 2021 (although as we are coming out of lockdown, numbers are already on the increase). Our catchment includes areas with both the lowest 10% and the highest 10% Indices of Multiple Deprivation, meaning that we deal with teenagers from a wide range of backgrounds.

As at 31st March, we had 9 Volunteer Staff including qualified teachers, managers from service industries, ex-Police Officers, ex-paramedics, and both retired and serving Royal Navy personnel. They provide training and support for Juniors (age 10-12) and Cadets (12- 18). Ongoing training and support is provided for all staff and volunteers to ensure that the highest standards are adhered to. We have achieved the distinction of being presented with another Burgee following our most recent Unit Review, an award presented to the top 10% of units in the country.

Away from Coronavirus restrictions, we normally provide our Cadets with two parade nights per week where the emphasis is on educational classes, working towards various awards, badges and promotions. There is band practice once a week and boating once a week during the boating season. The Unit Band regularly plays at events such as Remembrance Day Parades and has previously had the honour of playing at Windsor Castle whilst leading the Trafalgar Day Parade.

Cadets follow an MSSC Core Training Programme that includes Seamanship, Leadership, our Core Values (Honesty and Integrity, Commitment, Self-discipline, Respect and Loyalty), Waterborne Activities, Health and Safety, Personal Development, Meteorology, Adventure Training, First Aid and Drill. BTEC qualifications and Duke of Edinburgh Awards are also available and Cadets are encouraged to take up these extra courses.

Optional courses (including recognised qualifications in sailing, kayaking, power boating, rowing) are provided at weekends, held both at the unit and at other facilities. Cadets also get the opportunity to participate in training courses on board ships and boats operated by the MSSC. Trips and fun days out are also organised, from day trips to Thorpe Park to playing a wide range of games in the local Forestry Commission. We encourage active participation in as many sports as possible and our cadets also regularly partake in archery, swimming, beach fishing, dodgeball and many other activities.

### **COMMUNITY ACCESS**

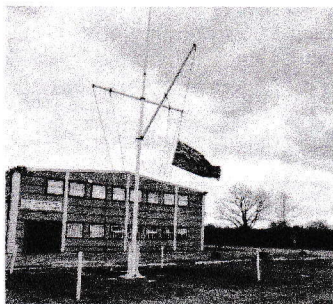
We see the Unit as part of a wider community, and we aim to play our part in local life- We participate in neighbourhood Fetes and events such as "Poppy Day" and allow access to our property for local organizations such as sports and gymnastic clubs. The planned renovation of our property will directly benefit our Local Community.

### **OUR PROPERTY**

Our main building (T/S Swiftsure) and land is held in Trust by UMT members for the benefit of the Unit, and is regularly used both by other Sea Cadet Units and by Southern Area of the Corps. This has allowed us to move forward with a 3-year re-development plan.

### **FUTURE PLANS**

We continue to look at ways to maximise the use of all of the unit land for the benefit of the unit, and much work continues to be put towards a wide range of renovation and improvement works.



Renovation is expected to proceed in three phases:

Phase 1 - Raise >£150,000 Install new roof, clear grounds and boat shed area.

Phase 2 - Raise >£150,000 Renovate interior of building including new heads, install accessibility lift to upper floor, repairs to main deck, improve cadets' onsite accommodation, clad exterior and replace all windows.

Phase 3 - Raise >£100,000 Renovate the road and parade square, landscape grounds, provide additional outdoor sports facilities.

*Stephen Samuel, Acting Chair*

### Report of the Commanding Officer



Farnham Sea Cadets like other Sea Cadet units has been closed for much of the year. Before this, the unit had strong Cadet numbers with over 70 forming the ships company. During the lockdown period, Farnham Sea Cadets took to virtual parade nights via Zoom. These ensured we continued to offer some form of training as well as checking in with the cadets during a tough time.

The volunteer team worked extremely hard to create content that was enjoyable, but also in a lot of cases, made sure cadets were able to continue to progress in their ranks and even get promoted.

Although during two of the lockdowns we had not properly made it back into the unit building; we had secured Return to Boating Amber Status in May/Aug 2020, thanks to the unbelievable efforts of the volunteers across both Farnham and Camberley Sea Cadet Units to ensure we had COVID Secure measures in place to operate safely.

The focus was to have fun and enjoy being Sea Cadets again. Even during uncertain times, it was breath-taking to see the cadet uptake from both units.

We utilised our time back at Hawley Lake to further improve the Sea Cadets Hawley Lake Boat Station we have been forming with Camberley. This included the installation of a Kayak Storage Rack to hold our brand-new fleet of Dagger Kayaks.

In September the unit received its tenth consecutive burgee award. Highlighting the outstanding efforts that the unit team had made to engage with the cadets even during a time that we were unable to do any face-to-face activities.

In December 2020 the unit achieved Return to Parade Amber Status, allowing us to return to Parade Nights at the unit building. Once again, the efforts from the volunteer team to prepare the building and put clear processes in place ensuring parade nights were operated safely in line with COVID secure measures was exemplary.

We achieved 4 parade nights before then returning to lockdown over Christmas.

In March 2021 in line with the relaxing of restrictions, we returned to boating at Hawley Lake, then shortly afterwards, in April we returned to the unit building for face-to-face parade nights. Maintaining government guidelines on COVID Secure Measures.

After the closures, the unit returned with 52 active cadets; a reduction in strength of about 20 cadets. However, with a small recruitment drive, we have received over 40 enquiries to join Farnham Sea Cadets. Many are already fully enrolled and in uniform which is fantastic!

Looking ahead; my focus will be on retaining the number of cadets forming the ships company, while looking to expand the instructional volunteer team with the aim to then grow the opportunity for the cadets get even more out of Sea Cadets.

*Sub Lt D Prior (CO Farnham, Fleet and Aldershot Unit)*

### Independent Examiner's Report on the Accounts

Report to the trustees of Farnham, Fleet and Aldershot Sea Cadets [Sea Cadet Unit Number 137] on the accounts for the year ended 31 March 2021 set out on pages 8 to 17.

#### Respective responsibilities of trustees and examiner

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 my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, 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 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 my examination, no matter has come to my attention which gives me 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
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date:

7.7.2021

Name:

Donald Faulkner

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

Address:

Harriers, Frimley Road

Ash Vale

Surrey, GU12 5NT

**Statement of Financial Activities**

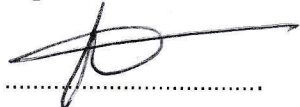
|   | Note | Unrestricted Funds    | Designated Funds     | Restricted Funds | Total Funds 2021      | Total Funds 2020      |
|---|------|-----------------------|----------------------|------------------|-----------------------|-----------------------|
| <b>Income</b>                             |      |                       |                      |                  |                       |                       |
| <i>Income from charitable activities:</i> |      |                       |                      |                  |                       |                       |
| Subscriptions                             |      | 7,440                 | -                    | -                | 7,440                 | 10,203                |
| Gift Aid                                  |      | 1,472                 | -                    | -                | 1,472                 | 1,824                 |
| Collections                               |      | 444                   | -                    | -                | 444                   | 684                   |
| Donations                                 | 3    | 6,183                 | -                    | -                | 6,183                 | 18,720                |
| Grants                                    | 4    | 19,907                | -                    | -                | 19,907                | -                     |
| Activities                                | 5    | -                     | -                    | -                | -                     | 3,610                 |
| Fund raising                              |      | -                     | -                    | -                | -                     | -                     |
|   |      | <u>35,746</u>         | <u>-</u>             | <u>-</u>         | <u>35,746</u>         | <u>35,041</u>         |
| Rent received                             | 6    | 5,641                 | -                    | -                | 5,641                 | 12,124                |
| Sundry sales                              |      | -                     | -                    | -                | -                     | -                     |
| Other receipts                            |      | 200                   | -                    | -                | 200                   | 4,848                 |
|   |      | <u>5,841</u>          | <u>-</u>             | <u>-</u>         | <u>5,841</u>          | <u>16,972</u>         |
| <i>Investment income:</i>                 |      |                       |                      |                  |                       |                       |
| Interest received                         |      | 2                     | -                    | -                | 2                     | 11                    |
| <b>Total income</b>                       |      | <u><b>41,589</b></u>  | <u><b>-</b></u>      | <u><b>-</b></u>  | <u><b>41,589</b></u>  | <u><b>52,024</b></u>  |
| <b>Expenditure</b>                        |      |                       |                      |                  |                       |                       |
| <i>Costs of raising funds:</i>            |      |                       |                      |                  |                       |                       |
| Trading operations                        |      | 1,860                 | -                    | -                | 1,860                 | 3,093                 |
| Fundraising                               |      | -                     | -                    | -                | -                     | 97                    |
|   |      | <u>1,860</u>          | <u>-</u>             | <u>-</u>         | <u>1,860</u>          | <u>3,190</u>          |
| Unit activities and operation             | 7    | 27,222                | -                    | -                | 27,222                | 50,524                |
| <b>Total Expenditure</b>                  |      | <u><b>29,082</b></u>  | <u><b>-</b></u>      | <u><b>-</b></u>  | <u><b>29,082</b></u>  | <u><b>53,714</b></u>  |
| <b>Net movement in funds for the year</b> |      | 12,507                | -                    | -                | 12,507                | (1,690)               |
| <b>Funds b/fwd</b>                        |      | 510,258               | 21,273               | -                | 531,531               | 533,221               |
| Transfer                                  |      | (10,000)              | 10,000               | -                | -                     | -                     |
| <b>Funds c/fwd</b>                        |      | <u><b>512,765</b></u> | <u><b>31,273</b></u> | <u><b>-</b></u>  | <u><b>544,038</b></u> | <u><b>531,531</b></u> |

Designated funds (see page 10):

The cadets' fund represents the surplus generated through the stand easy operated for the cadets, expenditure of the fund will be agreed in association with the cadets.

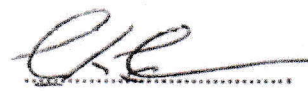
The building fund is money designated by the trustees to be used for the replacement of the building roof.

Signed as authorised by the Unit's Management Team



N A Weston FCA (Unit Treasurer)

Date 7 July 2021



S Samuel

(Acting Unit Chairman) Date 7 July 2021

**Statement of Financial Activities**  
**Comparative Information**

|   | Note | Unrestricted<br>Funds | Designated<br>Funds  | Restricted<br>Funds | Total<br>Funds<br>2020 |
|---|------|-----------------------|----------------------|---------------------|------------------------|
| <b>Income</b>                             |      |                       |                      |                     |                        |
| <i>Income from charitable activities:</i> |      |                       |                      |                     |                        |
| Subscriptions                             |      | 10,203                | -                    | -                   | 10,203                 |
| Gift Aid                                  |      | 1,824                 | -                    | -                   | 1,824                  |
| Collections                               |      | 684                   | -                    | -                   | 684                    |
| Donations                                 | 3    | 17,631                | 1,089                | -                   | 18,720                 |
| Grants                                    | 4    | -                     | -                    | -                   | -                      |
| Activities                                | 5    | 3,610                 | -                    | -                   | 3,610                  |
| Fund raising                              |      | -                     | -                    | -                   | -                      |
|   |      | <u>33,952</u>         | <u>1,089</u>         | <u>-</u>            | <u>35,041</u>          |
| Rent received                             | 5    | 12,124                | -                    | -                   | 12,124                 |
| Other receipts                            |      | 4,848                 | -                    | -                   | 4,848                  |
|   |      | <u>16,972</u>         | <u>-</u>             | <u>-</u>            | <u>16,972</u>          |
| <i>Investment income:</i>                 |      |                       |                      |                     |                        |
| Interest received                         |      | 11                    | -                    | -                   | 11                     |
| <b>Total income</b>                       |      | <b><u>50,935</u></b>  | <b><u>1,089</u></b>  | <b><u>-</u></b>     | <b><u>52,024</u></b>   |
| <b>Expenditure</b>                        |      |                       |                      |                     |                        |
| <i>Costs of raising funds:</i>            |      |                       |                      |                     |                        |
| Trading operations                        |      | 3,093                 | -                    | -                   | 3,093                  |
| Fundraising                               |      | 97                    | -                    | -                   | 97                     |
|   |      | <u>3,190</u>          | <u>-</u>             | <u>-</u>            | <u>3,190</u>           |
| Unit activities and operation 7           |      | 50,524                | -                    | -                   | 50,524                 |
| <b>Total Expenditure</b>                  |      | <b><u>53,714</u></b>  | <b><u>-</u></b>      | <b><u>-</u></b>     | <b><u>53,714</u></b>   |
| <b>Net movement in funds for the year</b> |      | <b>(2,779)</b>        | <b>1,089</b>         | <b>-</b>            | <b>(1,690)</b>         |
| <b>Funds b/fwd</b>                        |      | <b>530,537</b>        | <b>2,684</b>         | <b>-</b>            | <b>533,221</b>         |
| Transfer                                  |      | (17,500)              | 17,500               | -                   | -                      |
| <b>Funds c/fwd</b>                        |      | <b><u>510,258</u></b> | <b><u>21,273</u></b> | <b><u>-</u></b>     | <b><u>531,531</u></b>  |

**Balance Sheet as at 31 March 2021**

|  | Notes | 2021<br>£     | 2021<br>£      | 2020<br>£     | 2020<br>£      |
|--|-------|---------------|----------------|---------------|----------------|
| <b>Fixed assets</b>                          |       |               |                |               |                |
| Tangible fixed assets                        | 10    |               | 502,048        |               | 508,357        |
| <b>Current assets</b>                        |       |               |                |               |                |
| Stock  |       | 361           |                | 599           |                |
| Debtors                                      | 11    | 4,320         |                | 2,885         |                |
| Cash and bank balances                       |       | 44,018        |                | 29,713        |                |
| <b>Total Current Assets</b>                  |       | <u>48,699</u> |                | <u>33,197</u> |                |
| <b>Current liabilities</b>                   |       |               |                |               |                |
| Amounts falling due within one year          | 12    | (6,709)       |                | (10,023)      |                |
| <b>Net current assets</b>                    |       |               | <u>41,990</u>  |               | <u>23,174</u>  |
| <b>Total assets less current liabilities</b> |       |               | <u>544,038</u> |               | <u>531,531</u> |
| <b>Long term liabilities</b>                 |       |               |                |               |                |
|  |       |               | -              |               | -              |
| <b>Total funds carried forward</b>           |       |               | <u>544,038</u> |               | <u>531,531</u> |
| <b>Represented by:</b>                       |       |               |                |               |                |
| <b>The funds of the charity</b>              |       |               |                |               |                |
| Unrestricted funds                           |       |               | 522,765        |               | 510,258        |
| Designated funds                             |       |               |                |               |                |
| Cadets' Fund                                 |       | 2,684         |                | 2,684         |                |
| Building Fund                                |       | 18,589        |                | 18,589        |                |
|  |       |               | <u>21,273</u>  |               | <u>21,273</u>  |
| Restricted funds                             |       |               |                |               |                |
| Capital Fund                                 |       |               | -              |               | -              |
| <b>Total charity funds</b>                   |       |               | <u>544,038</u> |               | <u>531,531</u> |

## **Notes on the accounts**

### **1 Accounting Policies**

The principal accounting policies adopted in the preparation of the financial statements are as follows:

#### **Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Farnham Sea Cadets meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

#### **Preparation of the accounts on a going concern basis**

It is assumed that the charity as a going concern, it has sufficient available resources (financial, volunteers and support) to continue the operations that it carries out at present and those that are planned for the foreseeable future.

#### **Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received, and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received, and the amount can be measured reliably and is not deferred.

#### **Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the staff and trustees is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### **Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

#### **Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work.

### **Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise a proportion of the costs of maintain and operating the building (which is rented out to provide additional income for the charity) and the costs of specific fundraising events held.
- Expenditure on charitable activities includes the costs of trips, cadet activities and the majority of the costs of running the building.

The charity is not registered for VAT and irrecoverable VAT on expenditure is charged as a cost against the activity for which that expenditure was incurred.

No trustees received any remuneration in the year, nor were any expenses paid by the charity to members of the UMT in respect of their duties as trustees of the charity.

### **Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs and governance costs which support the Unit's cadet programmes and activities. Given the fact that these duties are entirely undertaken by volunteers there are no personnel costs and only minimal other expenses incurred. Such costs have been included in expenditure on charitable activities as shown in note 7.

### **Tangible fixed assets**

Individual fixed assets are capitalised at cost and are depreciated over their estimated useful economic lives on a straight-line basis as follows:

|   |                                |
|---|--------------------------------|
| Freehold land and buildings                 | - not depreciated              |
| Boats and equipment                         | - 15% written down value       |
| Motor vehicles                              | - 25% written down value       |
| Fixtures, fittings, plant, sports equipment | - 25% written down value       |
| Diving gear and band equipment              | - 5% to 15% written down value |
| Band instruments                            | - 5% written down value        |

The land is not depreciated. Land and buildings are included at a valuation as agreed by the trustees at 31 March 2017, based upon advice given by a specialist adviser. The building itself does have a finite useful life but the overall value of £450,000 as used in these accounts assumes that the value of the old building is not material.

### **Debtors**

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

### **Cash at bank and in hand**

Cash at bank and cash in hand includes all bank accounts (including the deposit account) and cash on hand.

### **Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

### **Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value.

## **2 Legal status of the charity**

The charity is an independent charity, registered at the Charity Commission under Charity Number 305037. The registered contact is the treasurer, Mr N Weston.

## **3 Income from donations**

|                                | <b>2021</b>  | <b>2020</b>   |
|--------------------------------|--------------|---------------|
| Farnham Angling Society        | -            | 564           |
| Cala Homes Ltd                 | -            | 5,000         |
| Just Giving                    | -            | 1,650         |
| Rotary Club                    | 300          | 600           |
| Taylor Wimpey                  | 1,200        | -             |
| MSSC - boats                   | -            | 8,368         |
| 29 May 1961 Charitable Trust   | 2,000        | -             |
| Christine Weston – in memorium | -            | 350           |
| Hale Carnival                  | -            | 200           |
| Councillor Funds               | 1,000        | -             |
| Race for Life (roof fund)      | -            | 789           |
| Guildford Sea Cadets           | -            | 100           |
| CAF                            | -            | 490           |
| Ganges Sea Cadets              | -            | 200           |
| PayPal                         | 1,134        | -             |
| Others                         | 549          | 349           |
|                                | <u>6,183</u> | <u>18,720</u> |

The trustees would like to extend their thanks to Cala Homes Limited who donated personnel and materials to help repair the unit building and make it secure following the break-in that occurred in the previous year. The trustees estimate value of the work to be at least £5,000.

## **4 Income from grants**

Business support grants totalling £19,907 relating to the year ended 31 March 2021 have been received by the unit. No grants were received in the previous period.

**5 Charitable activities**

|                              | <b>2021</b>         |                          |                                    |
|------------------------------|---------------------|--------------------------|------------------------------------|
|                              | <b>Income<br/>£</b> | <b>Expenditure<br/>£</b> | <b>Surplus /<br/>deficit<br/>£</b> |
| Weekly boating and rowing    | -                   | 926                      | (926)                              |
| Return to Parading / Boating | -                   | 877                      | (877)                              |
| Halloween Party              | -                   | 135                      | (135)                              |
|                              | <u>-</u>            | <u>1,938</u>             | <u>(1,938)</u>                     |

The "Return to Parading/Boating" costs relate to additional expenditure to make the unit and the activities "Covid Secure" in line with the applicable guidelines in place at the time of that expenditure.

|  | <b>2020</b>         |                          |                                    |
|--|---------------------|--------------------------|------------------------------------|
|  | <b>Income<br/>£</b> | <b>Expenditure<br/>£</b> | <b>Surplus /<br/>deficit<br/>£</b> |
| Summer camps                             | 1,995               | 1,650                    | 345                                |
| Weekly boating and rowing                | -                   | 923                      | (923)                              |
| Mess Dinner and Prize giving             | 544                 | 763                      | (219)                              |
| Multi Activity Weekends                  | 211                 | 168                      | 43                                 |
| 1 <sup>st</sup> Aid Courses and weekends | 308                 | -                        | 308                                |
| Go Karting                               | 297                 | 459                      | (162)                              |
| Halloween Party                          | -                   | 111                      | (111)                              |
| Other                                    | 255                 | 337                      | (82)                               |
|  | <u>3,610</u>        | <u>4,411</u>             | <u>(801)</u>                       |

**6 Income from rent received**

|                 | <b>2021<br/>£</b> | <b>2020<br/>£</b> |
|-----------------|-------------------|-------------------|
| Gymnastics Club | 3,214             | 9,930             |
| Container Hire  | 720               | -                 |
| Surrey Police   | 1,507             | -                 |
| Indoor Bowls    | -                 | 1,890             |
| Others          | 200               | 304               |
|                 | <u>5,641</u>      | <u>12,124</u>     |

**7 Analysis of expenditure on charitable activities**

|                                  | Note | 2021<br>£     | 2020<br>£     |
|----------------------------------|------|---------------|---------------|
| Special events                   | 5    | 1,938         | 4,411         |
| Travel costs                     |      | -             | -             |
| Training                         |      | -             | -             |
| Rates and water rates            |      | 687           | 637           |
| Light and heat                   |      | 4,064         | 6,692         |
| Telephone and internet           |      | 861           | 1,169         |
| Postage, printing and stationery |      | 265           | 714           |
| Property maintenance             | 8    | 6,160         | 20,377        |
| Motor expenses                   |      | 923           | 1,548         |
| Equipment repairs                | 9    | 899           | 1,486         |
| Insurance                        |      | 2,725         | 2,427         |
| Other costs                      |      | 641           | 1,393         |
| Depreciation                     |      | 7,949         | 9,265         |
| Disposal of fixed assets         |      | -             | 155           |
| Governance costs                 |      | 110           | 250           |
|                                  |      | <u>27,222</u> | <u>50,524</u> |

**8 Property repairs**

|                             | 2021<br>£    | 2020<br>£     |
|-----------------------------|--------------|---------------|
| Electrical work             | 764          | -             |
| Sewage system works         | -            | 2,632         |
| Portaloos hire              | -            | 1,382         |
| Replacement doors           | -            | 3,446         |
| Break-in repairs            | -            | 5,000         |
| Driveway scalplings         | -            | 541           |
| Architect's fees            | 1,996        | -             |
| Cleaning and waste disposal | 2,973        | 6,255         |
| Other items (all <£300.00)  | 751          | 2,194         |
|                             | <u>6,484</u> | <u>21,450</u> |

Total cost allocated to charitable activities £6,160 (2020: £20,378), costs of generating funds £324 (2020: £1,072) and governance costs £ nil (2020: £ nil).

**9 Equipment repairs**

|                               | 2021<br>£  | 2020<br>£    |
|-------------------------------|------------|--------------|
| Lawnmower repairs and service | 135        | 872          |
| Trailer repairs               | -          | 254          |
| Fire alarm service            | 211        | -            |
| Extinguisher service          | 406        | 103          |
| Other items (all <£100.00)    | 247        | 423          |
|                               | <u>999</u> | <u>1,652</u> |

Total cost allocated to charitable activities £899 (2020: £1,486), costs of generating funds £50 (2020: £83) and governance costs £50 (2020: £83).

**10 Fixed assets**

|                           | <b>Freehold<br/>Land &amp;<br/>Buildings</b> | <b>Leasehold<br/>Land &amp;<br/>Buildings</b> | <b>Plant &amp;<br/>Machinery</b>           | <b>Motor<br/>Vehicles &amp;<br/>Trailers</b> | <b>Boats &amp;<br/>Associated<br/>Equipment</b> |
|---------------------------|--|---|--|--|---|
| <b>Cost or valuation:</b> |  |   |  |  |   |
| As at 1 April 2020        | 450,000                                      | -   | 2,535                                      | 13,171                                       | 40,791  |
| Additions                 | -  | -   | -  | -  | 1,640   |
| Disposals                 | -  | -   | -  | -  | -   |
| As at 31 March 2021       | <u>450,000</u>                               | <u>-</u>                                      | <u>2,535</u>                               | <u>13,171</u>                                | <u>42,431</u>                                   |
| <b>Depreciation</b>       |  |   |  |  |   |
| As at 1 April 2020        | -  | -   | 1,680                                      | 9,126  | 17,390  |
| Charge for the year       | -  | -   | 148  | 1,012  | 3,758   |
| Disposals                 | -  | -   | -  | -  | -   |
| As at 31 March 2021       | <u>-</u>                                     | <u>-</u>                                      | <u>1,828</u>                               | <u>10,138</u>                                | <u>21,148</u>                                   |
| <b>Net book value</b>     |  |   |  |  |   |
| As at 31 March 2021       | <u>450,000</u>                               | <u>-</u>                                      | <u>707</u>                                 | <u>3,033</u>                                 | <u>21,283</u>                                   |
| As at 1 April 2020        | <u>450,000</u>                               | <u>-</u>                                      | <u>855</u>                                 | <u>4,045</u>                                 | <u>23,401</u>                                   |
|                           | <b>Fixtures &amp;<br/>Fittings</b>           | <b>Band<br/>Equipment</b>                     | <b>Sports &amp;<br/>Dive<br/>Equipment</b> | <b>Total<br/>2021</b>                        | <b>Total<br/>2020</b>                           |
| <b>Cost or valuation:</b> |  |   |  |  |   |
| As at 1 April 2020        | 14,320                                       | 31,943  | 7,978                                      | 560,738                                      | 551,158   |
| Additions                 | -  | -   | -  | 1,640  | 9,986   |
| Disposals                 | -  | -   | -  | -  | (406)   |
| As at 31 March 2021       | <u>14,320</u>                                | <u>31,943</u>                                 | <u>7,978</u>                               | <u>562,378</u>                               | <u>560,738</u>                                  |
| <b>Depreciation</b>       |  |   |  |  |   |
| As at 1 April 2020        | 10,400                                       | 7,869   | 5,916                                      | 52,381                                       | 43,367  |
| Charge for the year       | 990  | 1,596   | 445  | 7,949  | 9,265   |
| Disposals                 | -  | -   | -  | -  | (251)   |
| As at 31 March 2021       | <u>11,390</u>                                | <u>9,465</u>                                  | <u>6,361</u>                               | <u>60,330</u>                                | <u>52,381</u>                                   |
| <b>Net book value</b>     |  |   |  |  |   |
| As at 31 March 2021       | <u>2,930</u>                                 | <u>22,478</u>                                 | <u>1,617</u>                               | <u>502,048</u>                               | <u>508,357</u>                                  |
| As at 1 April 2020        | <u>3,920</u>                                 | <u>24,074</u>                                 | <u>2,062</u>                               | <u>508,357</u>                               | <u>507,791</u>                                  |

**Additions**

|                               | <b>2021</b>  | <b>2020</b>  |
|-------------------------------|--------------|--------------|
| Stainless steel galley tables | -            | 350          |
| Kayaks                        | 1,640        | -            |
| "Quests"                      | -            | 8,368        |
| CCTV                          | -            | 380          |
| Henry vacuum cleaner          | -            | 149          |
| Fridge/freezer                | -            | 200          |
| Alarm system                  | -            | 389          |
| Other items (all <£100.00)    | -            | 150          |
|                               | <u>1,640</u> | <u>9,986</u> |

In addition, the Unit has beneficial, ongoing use of 1 further Quest but does not hold title to it.

**11 Debtors**

|  | <b>2021</b>  | <b>2020</b>  |
|--|--------------|--------------|
|  | <b>£</b>     | <b>£</b>     |
| Debtors, rents and gift aid receivable | 1,601        | 1,895        |
| Other debtors                          | -            | -            |
| Prepayments and accrued income         | 2,719        | 990          |
|  | <u>4,320</u> | <u>2,885</u> |

**12 Creditors due within one year**

|                                    | <b>2021</b>  | <b>2020</b>   |
|------------------------------------|--------------|---------------|
|                                    | <b>£</b>     | <b>£</b>      |
| Trade creditors                    | 739          | 4,958         |
| Other creditors and accruals       | 5,970        | 5,065         |
| Taxation and social security costs | -            | -             |
|                                    | <u>6,709</u> | <u>10,023</u> |

**13 Taxation**

As a charity, Farnham, Fleet and Aldershot Sea Cadets Unit is exempt from tax on income and gains to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.