

UNIT NAME
Sunbury and Walton
CHARITY NUMBER
305130
YEAR ENDING
2021

RECONCILIATION	
Opening Balances	
£31,428.40	Bank Account
£248,853.16	Saving Account
£5.19	Petty Cash
£280,286.75	Total Opening Balance at 1st April 2020
Closing Balances	
£35,476.56	Bank Account
£188,749.80	Saving Account
£5.19	Petty Cash
£224,231.55	Total Closing Balance at 31st March 2021
£224,231.55	Closing Balance per A3 Report
£0.00	

THE SEA CADETS

ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT

RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March

Form

SCC A3 (R&P)

Apr-19

(*Units in Scotland: This Statement's form and content and its scrutiny are governed by Regulations – SSI 2006/218)

Copy to be uploaded onto Westminster and Volunteer & Business Support Manager at Area Office to be notified by 1 November

Unit Name: Sunbury and Walton	Charity No: 305130
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Fund-name/purpose (if not held for the Unit's general purposes):-	THIS YEAR £	LAST YEAR £
Notes		

REVENUE RECEIPTS –

ANNUAL FUND/DIRECT GRANT	£0.00	£0.00
SCAVA (Sea Cadet Victualling Allowance)	£0.00	£0.00
OTHER GRANTS	£20,940.93	£384.90
CADET CONTRIBUTIONS	£6,904.00	£7,714.00
OTHER DONATIONS / LEGACIES	£13,817.00	£4,624.50
FUNDRAISING & SPECIAL EVENTS PROCEEDS	£80.90	£4,614.20

OTHER CHARITABLE ACTIVITIES:

COMPETITION RECEIPTS	£0.00	£0.00
COURSE FEES	£44.00	£18,451.96
SUNDRY SALES RECEIPTS	£0.00	£0.00
BANK DEPOSIT INTEREST	£20.58	£1,119.77
PROPERTY RENTS (includes any occasional)	£21,480.00	£23,555.00
OTHER REVENUE RECEIPTS	£125.00	£1,405.34

TOTAL REVENUE RECEIPTS

A

£63,412.41	£61,869.67
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NON-REVENUE RECEIPTS –

PROCEEDS FROM SALES OF OTHER FIXED ASSETS	£155,405.88	£102,885.92
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TOTAL NON-REVENUE RECEIPTS

B

£155,405.88	£102,885.92
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(*Attach that Fund's similar Account of Receipts as page AC1A, and so on)

TOTAL RECEIPTS = A + B

C

£218,818.29	£164,755.59
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Reconciliation:-

NET CHANGE FOR YEAR IN CASH/BANK BALANCE:-

- REVENUE ITEMS (= A – D from page AC2)	G	£44,641.92	£61,869.67
- NON-REVENUE ITEMS (= B – E from page AC2)	H	£100,697.12	£102,885.92
- COMBINED (=G+H)		£56,055.20	£164,755.59
CASH/BANK BALANCE FROM LAST YEAR-END		£280,286.75	£280,019.39
CASH/BANK BALANCE AT THIS YEAR-END	2021	£224,231.55	£280,286.75

AC1

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Unit Name: Sunbury and Walton	Charity No: 305130
Fund-name/purpose (if not held for the Unit's <u>general</u> purposes):-	
Notes	
THIS YEAR	LAST YEAR
£	£

REVENUE PAYMENTS –

DIRECT CHARITABLE ACTIVITY COSTS:

FUNDRAISING & SPECIAL EVENTS COSTS	£84.69	£2,401.03
COMPETITION COSTS	£0.00	£22.20
FUEL & TRAVEL COSTS	£191.36	£1,719.02
CATERING COSTS	£0.00	£0.00
TRAINING COURSES COSTS	£63.00	£22,501.87
ARTICLES PURCHASED FOR RESALE	£0.00	£0.00

OVERHEAD COSTS FOR:

RENT / COUNCIL TAX	£9,352.00	£10,054.02
HEAT, LIGHT & WATER	£1,094.96	£1,423.95
TELEPHONE & BROADBAND	£643.80	£646.65
OFFICE SUPPLIES, POSTAGE & PRINTING	£87.88	£155.50

MAINTENANCE COSTS FOR:

BUILDINGS & ESTATE	£2,126.76	£1,688.62
BOATS	£176.85	£0.00
VEHICLES	£274.18	£909.52
OTHER MISC EQUIPMENT	£0.00	£0.00
INSURANCE COSTS	£1,804.88	£1,833.18
BANK INTEREST & CHARGES	£0.00	£0.00

CHARITY GOVERNANCE COSTS:

FOR ACCOUNTS/AUDIT OR INDEPENDENT EXAMINATION	£0.00	£0.00
FOR OTHER PROFESSIONAL FEES	£0.00	£0.00
FOR LEGAL ADVICE (for constitution or trustees)	£0.00	£0.00
OTHER REVENUE COSTS	£2,870.13	£3,994.69
TOTAL REVENUE PAYMENTS	D	£18,770.49
		£47,350.25

NON-REVENUE PAYMENTS –

ASSETS	£256,103.00	£117,137.98
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TOTAL NON-REVENUE	E	£256,103.00	£117,137.98
TOTAL PAYMENTS (=D+E)	F	£274,873.49	£164,488.23

(*Attach that Fund's similar Account of Payments as page AC2A, and so on)

AC2

RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March

Apr-19

Copy to be uploaded onto Westminster and Volunteer & Business Support Manager at Area Office to be notified by 1 November

Charity No: 305130

(English/Welsh Units: No valuations/costs or accounts notes required)

**THIS
YEAR
£**

**LAST
YEAR
£**

INVESTMENTS (ditto – belonging to a Restricted Fund, if

*For all these items (including any gifts at estimated value when given) state their total present value here if lower than as above

CONTINGENT LIABILITIES (estimated total amount)

[illegible]

£3,600.00	£3,600.00
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(*Show details on an extra attached (numbered) page if necessary)

Give page no(s).
- or say if none

[]

(or say if none)

(or say if none)

Authority:	
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For how many:

Nature:	
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Give page no(s).

	- or say if none
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Unit Treasurer

Unit Chairman

Signed as authorised by the Unit's Management Committee - Date:

Note: The statutory audit or independent examination report on this Statement of Account must be attached.

AC3

THE SEA CADETS ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March		Form SCC A3 (R&P) Apr-19																		
<small>(*Units in Scotland: This Statement's form and content and its scrutiny are governed by Regulations – SSI 2006/218)</small> Copy to be uploaded onto Westminster and Volunteer & Business Support Manager at Area Office to be notified by 1 November																				
Unit Name: Sunbury and Walton	Charity No: 305130																			
Unit address (or address for correspondence):- <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 35%; padding: 2px;">House name:</td> <td style="border: 1px solid black; padding: 2px;">T.S. Black Swan</td> </tr> <tr> <td style="padding: 2px;">Street and No:</td> <td style="border: 1px solid black; padding: 2px;">Penny Lane</td> </tr> <tr> <td style="padding: 2px;">Area or Estate</td> <td style="border: 1px solid black; padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Town/City:</td> <td style="border: 1px solid black; padding: 2px;">Shepperton</td> </tr> <tr> <td style="padding: 2px;">County</td> <td style="border: 1px solid black; padding: 2px;">Middlesex</td> </tr> <tr> <td style="padding: 2px;">Post Code:</td> <td style="border: 1px solid black; padding: 2px;">TW17 8NG</td> </tr> </table>			House name:	T.S. Black Swan	Street and No:	Penny Lane	Area or Estate		Town/City:	Shepperton	County	Middlesex	Post Code:	TW17 8NG						
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Street and No:	Penny Lane																			
Area or Estate																				
Town/City:	Shepperton																			
County	Middlesex																			
Post Code:	TW17 8NG																			
Unit Management Team members (the 'charity trustees') at date of signing Report:- <table style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 40%; border: 1px solid black; padding: 2px;">Gail Cramp</td><td style="width: 40%; border: 1px solid black; padding: 2px;">Katie Skelley</td><td style="width: 20%; border: 1px solid black; padding: 2px;"></td></tr> <tr><td style="border: 1px solid black; padding: 2px;">Glenis Tellett</td><td style="border: 1px solid black; padding: 2px;"></td><td style="border: 1px solid black; padding: 2px;"></td></tr> <tr><td style="border: 1px solid black; padding: 2px;">Jacqueline Reid</td><td style="border: 1px solid black; padding: 2px;"></td><td style="border: 1px solid black; padding: 2px;"></td></tr> <tr><td style="border: 1px solid black; padding: 2px;">Derek Lloyd</td><td style="border: 1px solid black; padding: 2px;"></td><td style="border: 1px solid black; padding: 2px;"></td></tr> <tr><td style="border: 1px solid black; padding: 2px;">Emma Akers</td><td style="border: 1px solid black; padding: 2px;"></td><td style="border: 1px solid black; padding: 2px;"></td></tr> <tr><td style="border: 1px solid black; padding: 2px;">Samantha Norcross</td><td style="border: 1px solid black; padding: 2px;"></td><td style="border: 1px solid black; padding: 2px;"></td></tr> </table>			Gail Cramp	Katie Skelley		Glenis Tellett			Jacqueline Reid			Derek Lloyd			Emma Akers			Samantha Norcross		
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Names of any other persons who were charity trustees of the Unit at any time in the financial year:- <table style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 40%; border: 1px solid black; padding: 2px;">John Kelly</td><td style="width: 40%; border: 1px solid black; padding: 2px;"></td><td style="width: 20%; border: 1px solid black; padding: 2px;"></td></tr> <tr><td style="border: 1px solid black; padding: 2px;"></td><td style="border: 1px solid black; padding: 2px;"></td><td style="border: 1px solid black; padding: 2px;"></td></tr> <tr><td style="border: 1px solid black; padding: 2px;"></td><td style="border: 1px solid black; padding: 2px;"></td><td style="border: 1px solid black; padding: 2px;"></td></tr> <tr><td style="border: 1px solid black; padding: 2px;"></td><td style="border: 1px solid black; padding: 2px;"></td><td style="border: 1px solid black; padding: 2px;"></td></tr> </table>			John Kelly																	
John Kelly																				
Name of any person who is now (or was, in the financial year) a 'trustee for the charity' - i.e., holding or in possession of any assets belonging to the Unit (includes custodians, nominees &c) [not: Scotland] :- <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%; border: 1px solid black; padding: 2px;">Gail Cramp</td> <td style="width: 40%; border: 1px solid black; padding: 2px;">Elizabeth Glendinning-Smith</td> <td style="width: 20%; border: 1px solid black; padding: 2px;"></td> </tr> </table>			Gail Cramp	Elizabeth Glendinning-Smith																
Gail Cramp	Elizabeth Glendinning-Smith																			
Nature and date of the Unit's constitution (governing document):- Governed by Sea Cadet Standard Constitution																				
The method(s) adopted for recruiting new trustees, and how trustees are elected or otherwise appointed (and by whom) in accordance with the Unit's constitution, are as follows:- <i>Unit Management Team (UMT) members are elected annually at the Annual General Meeting (AGM). UMT members are elected from the membership of the Sea Cadet Unit which is drawn loosely as being those with an interest in the unit. In the event of a vacancy arising during the year (known as a casual vacancy), The UMT have the power to appoint a new UMT member. The UMT member appointed will serve until the date of the next AGM, after which the post will be filled by election.</i>																				
The Unit's charitable purpose(s) as set out in its constitution 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).																				
The Unit's main activities and achievements in the financial year were:- Due to Coronavirus the unit was closed for much of the 20-21 financial year and cadet courses and training camps were cancelled. All fundrasing acitvty and community events were also cancelled along with all ceremonial and memorial parades. The staff however were very good and were able to engage with the cadets virtually to keep the continuity of parade nights going and also to keep the cadet numbers up. When we were able to go to face to face parade this was well managed following all government guidelines. The new cadet building is in the process of being built, but is a slow process due to coronavirus and the effects of leaving the EU.																				
Public Benefit The UMT continue to give due regard to the public benefit provided by the Unit in relation to the charitable purpose of the Sea Cadet movement as set out in the activities and achievements as 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. In order to achieve this the Unit takes young people from all backgrounds, including where possible those with disabilities and develops their skills and abilities by: <ul style="list-style-type: none"> 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 waterborne 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 all those who wish to take part in the activities of the Unit may do so.																				

THE SEA CADETS

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Unit Name: Sunbury and Walton

Charity No: 305130

Reserves Policy

The charity trustees' policy aims to maintain unrestricted reserves at a level 6 months revenue payments in order to safeguard the Unit's ongoing activities from any unexpected fluctuations in Year-end reserves amounted £12,200.00 7 months' on that basis.

[Delete this section if not applicable]

The Unit holds £138,749.80 in designated funds representing fixed assets needed for future activities and £50,000.00 for future projects to be carried out in 2 as currently planned/expected

[Delete this section unless the Unit has a Restricted Fund in deficit]

A restricted fund held for the purpose of was in deficit to the extent of and the steps being taken to rectify it are:-

During the financial year the Unit received the following donated facilities/services [not: English, Welsh or NI Units]:-

During the year the unit has been thankful for the support of the local community, Daines and Gray Butchers, Weybridge Rowing Club, The Clutterbuck Trust, Laurence Johnstone, The Heathrow Community Fund, The Rank Foundation, Boost, The London Marathon, Elmbridge Borough Council and The Canal and River Trust. We are also thankful to The Jack Petchey Foundation and MSSC for their continued support and to the parents, supporters and

The Unit and/or its trustees held the following assets for the charity/ies named below, whose charitable purposes are as set out hereunder. Special arrangements for the safe custody of those assets and their segregation from the Unit's own assets are as set out below [English, Welsh & NI Units: Delete this section if not applicable; Units in Scotland: This disclosure is not mandatory]:-

Date signed as authorised by the Unit's Management Team:

7/10/21

Unit Treasurer

Unit Chairman

Independent Examiner

Note: The statutory audit or independent examination report on this Statement of Account must be attached.

AC5



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Sunbury & Walton (Unit 327) of the Sea Cadets Corps

**On accounts for the year
ended**

31st March 2021

**Charity no
(if any)**

305130

Set out on pages

AC1 to AC3

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021.

**Responsibilities and
basis of report**

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

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

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

7/10/21

Name:

Mrs Sue Woodgate

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

ICAEW

Address:

42 St Nicholas Drive

Shepperton

TW17 9LD