

TRUSTEES ANNUAL REPORT & ACCOUNTS FOR 2024-2025

Ellesmere Port Unit of the Sea Cadet Corps Appleton Drive, Ellesmere Port, CH65 7EP

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1. Reference And Administration Details

Charity Name

Ellesmere Port Unit of the Sea Cadet Corps

Other names	T.S. Forward
Registered charity number	509945
Charity's principle address	Appleton Drive, Ellesmere Port, CH657EP

2. Our Team

Mr Alister Rogers/ Mr James Roberts	Chairperson
Mr Toni Cioma MBE	Unit President
Mr Joshua McDermott	Commanding Officer
Mr James Roberts/Mr Alister Rogers	Secretary
Miss Taylor Parnell	Treasurer
Ms Sarah Clutton	Trustee

3. Names And Addresses Of Advisors

Bankers

COOP Bank

Online Banking Account

Marine Society & Sea Cadets

202 Lambeth Road

Lambeth

London

SE1 7JW

4. Structure, Governance And Management

Type of Governing Document: Constitution.

How the charity is constituted: Registered Charity.

Trustee selection methods: Trustees are elected annually at the Annual General Meeting.

The Chairman, Secretary, Treasurer and Commanding Officer are actively involved in the day-to-day running of the organisation. They are actively supported by the wider trustee team and volunteer uniformed staff.

5. Our aim

To give young people the best possible head start in life through nautical adventure and fun based on the customs and traditions of the Royal Navy.

6. How

By investing in all young people who come through the doors, we offer a unique mix of activities and experiences, delivered locally, regionally, nationally, which improve life chances at school, in work and for the community. Trained and experienced volunteers deliver learning through nautical adventure and challenge, based on the customs and traditions of the Royal Navy. Through this we create a sense of belonging and identity where young people flourish, gaining confidence, skills for life, values and qualifications, which help them seize a better future.

a. Sea Cadet Values

1. Respect: To appreciate and be considerate to others
2. Loyalty: To be faithful to all who invest in me
3. Self-discipline: To do what I must
4. Commitment: To do what I say I will
5. Honesty & integrity: To tell the truth and be a good person
6. Courage: To do what we feel is right

b. Sea Cadet Life Skills

1. Teamwork
2. Leadership
3. Communication
4. Motivation
5. Self-Confidence
6. Citizenship

7. Objectives And Activities

Our main objective is and always will remain ensure our cadets are equipped with the means to achieve the high standards and personal attributes necessary to succeed in their future lives whilst learning new skills, having fun and enjoying the Sea Cadet experience!

We will continue to support this through a combination and variety of activities of outdoor and adventure, team building, waterborne and self-learning-based activities, such as Duke of Edinburgh, Sea Cadet CTP and nationally recognised waterborne qualifications.

A stable and positive year with the Unit. Recruitment has been good throughout the year of both Cadets and Staff with strong numbers parading weekly. The Unit continues to be a course hub, predominantly for catering, drill and Leadership. This alongside upskilling of staff has allowed for a broader Sea Cadet experience. The Unit also hosted a very successful STEM weekend for Juniors.

Stepping into 25/26, the UMT has been re-voted in, allowing for us to build on the previous year with some exciting future plans, although these plans continue to be monitored due to the new Sea Cadet offer and change in both financial support and the wider offer to both cadets and support staff.

8. Future Plans

The Unit is looking to build its profile in the local community and reach out to companies that form part of the Armed Forces Covenant, to provide mutual support for each other in fundraising and awareness.

With the help of the local organisations, charities and government funded initiatives for levelling up, we are working on a comprehensive funding strategy, to make the most of the excellent facilities we have.

Continue to enrol on local charity educational opportunities to develop the skills of our trustees to maximise our financial performance by minimising expenditure (sourcing and employing free or subsidised labour such as builders, electricians etc) and increasing income through sourcing local grants.

Our plan will capitalise on the huge asset we have in the building outside of cadet core hours, creating a community hub for local charities and community groups to carry out a range of activities.

By ensuring that the building is used to its maximum potential, we will not only cement ourselves in the local community, creating goodwill (and therefore support) amongst our neighbours, but will take full advantage of the chance to create a funding stream that covers costs such as utilities and rent and hopefully funds further cadet activities and trips.

9. Treasurer's Report

Financial Year: April 2024 – March 2025

Overview

The accounts cover the period from 1 April 2024 to 31 March 2025. The unit maintained regular income from subscriptions, donations, and events, while incurring necessary expenditure for utilities, rent, insurance, and programme activities. Subscription income remained consistent throughout the year and was supplemented by grants, donations, and fundraising activities. Expenditure was largely driven by unavoidable recurring costs such as rent, utilities, and insurance, alongside programme delivery costs.

Income

Key sources of income included:

- Subscriptions: Regular payments from members throughout the year (typically £10–£20 each), providing a reliable and steady income stream.
- Grants & Transfers: Multiple MSSC BACS payments received during the year.

- Donations: Significant one-off donations, including contributions from local organisations and community supporters.
- Fundraising & Events: Income generated from mess dinners, raffles, and band donations.
- Other Income: PayPal transfers, refunds, and small miscellaneous credits.

Total Income (April 2024 – March 2025): £30,163.27

Expenditure

Major categories of spending included:

- Rent: Regular venue hire costs (e.g. Slimming World, Dance, Kids Bank, Taekwondo, and other recurring hires).
- Utilities: EDF Energy, British Gas, Water Plus, Zen Internet, and BT.
- Insurance: Gallagher Insurance and Jackson Fire & Security.
- Supplies & Programme Costs: Amazon purchases, cadet treats, embroidery, band equipment, and camp supplies.
- Miscellaneous: Bank charges, refunds, and small essential purchases (ASDA, Costco, Morrisons, B&Q, etc.).

Total Expenditure (April 2024 – March 2025): £30,862.15

Financial Position

- Net Position: A small deficit of £698.88 for the financial year.
- Despite rent and utility costs remaining the largest areas of expenditure, the unit continues to benefit from steady and predictable income through subscriptions.
- The unit is actively exploring ways to improve long-term financial sustainability and become more economically independent. This includes seeking external grants to fund capital improvements, such as upgrading the boiler, with the aim of reducing ongoing utility costs.
- In the interim, cost-saving measures have been introduced, including limiting boiler use and utilising alternative heating methods on some evenings where appropriate.
- External grants, donations, and fundraising activities remain an important source of support for programme delivery and essential equipment.

Conclusion

- The unit continues to operate on a stable financial footing despite a small deficit during the year.
 - Regular subscription income provides a reliable and consistent base of funding.
 - Rent and utility costs remain significant; however, proactive steps are being taken to reduce these costs and improve energy efficiency.
 - The pursuit of grant funding for infrastructure improvements demonstrates a forward-thinking approach to financial management and sustainability.
 - Expenditure remains well controlled and focused on essential operational and programme needs.
- Overall, the accounts demonstrate that the unit remains financially sustainable, with clear plans in place to reduce future costs and support the continued delivery of its charitable activities into the next financial year.

10. CO's Report

Commanding officer's comments:

I am both proud and pleased to report that for the year of 2025, the unit has focused on having a presence in the community, recruitment has been the main focus of the year, aiming to recruit new cadets and volunteers. We have further recruited further Volunteers for the uniformed side of the unit, which means we now have the following able to support us in delivering the best cadet experience:

4 x Officers

12 Senior rates / SNCO's

3 x UA

5 x UMT

The shining light through this period has been the commitment of the cadets who are so supportive of, what they see, as their safe space and the enjoyment of the sea cadet experience. It is fantastic to see 8 Leading cadets, 1 Corporal and other cadets being promoted – alongside this our unit CFV's are also taking opportunities to promote and develop their own skills. It is hoped that the XO will gain his commission by the end of 2025 – setting his development in the right direction for when I hand over command in December 2026.

Our main concern at this time is our viable regular income, within the constraint of our current lease we are unable to hire our premises to groups, apart from "none-profit" organisations which is proving to be a struggle. However, the UMT are working hard to discover other opportunities for us and it is hoped a viable partnership will be formed on the not too distant future.

I would like to express my thanks to the units volunteers, both uniformed and civilian for their tireless work over the last 12 months and I look forward to keeping this momentum with those members re-elected onto the Unit Management Team and those wishing to join tonight.

11. Declaration

The Trustees declare that they have approved the trustees annual report for Ellesmere Port Sea Cadets and Royal Marine Cadets.

Signed on behalf of the charity's trustees on December 2025.

Unit Chairperson/ Sectery- Alister Rogers/ James Roberts

Treasure - Taylor Parnell Owens

Commanding Officer - Joshua McDermott

12. Acknowledgements

The Trustees declare that they have approved the trustees annual report for Ellesmere Port Sea Cadets Corps would like to publicly acknowledge and thank the following organisations and donors for their financial support during 2024/2025.

- a. MSSC
- b. Cheshire and West Council
- c. Slimming World & Dance Club
- d. Parents and Supporters for their Cadet Contributions

Finally, we would like to acknowledge the support provided by all of the volunteers who dedicate their time free of charge. The unit is run purely on this support provide, without it, we could not operate, and we could not support our young cadets. Thank you for your commitment and continued support.

PAYMENT

	APR	MAY	JUN	JUL
7964 E/PORT	£ 88.40			
7964 TMBS	£ 706.44	£ 506.20		
ZETTLE	£ 27.74			
GEAR FOR MUSIC	£ 71.93			
7964 LINK	£ 250.00			
AIC INT SYS	£ 230.40			
QUEENS HOTEL CHESTER		£ 250.00		
DD GALLAGHER L0518573		£ 9.90	£ 9.90	£ 9.90
ABS EMBROIDERY		£ 25.45		
ARGOS		£ 44.99		
HATS HEATING		£ 938.40		
TREE REMOVAL			£ 550.00	
MARINE SOCIETY				£ 200.00
E/PORT AND N 7111				£ 55.00
WATER PLUS			£ 52.56	£ 51.78
ASDA				£ 124.07
EDF				£ 609.67
MOTO RUGBY - KF				
MESS DINNER REFUND				
BP DEESIDE SERVICES				
ALDI				
BT GROUP			£ 53.64	
8020 SEA CADETS				
HOME BARGAINS				
CURRYS ONLINE				
CYBERMARKET				
PAYPAL SEA CAD				
AMAZON TRACK				
BT GROUP				
THE WORKS				
MC ANDREW MARTIN LTD				
8020 ELLESMERE PORT				
8020 ICELAND				
COSTCO				
PRIME VIDEO				
JACKSONS FIRE AND SECURITY				
7964 CHESHIRE W				
8053 IZMSAB HARDWARE				
WWW.ZEN.CO.UK				
8053 SP JIM KILLPAT				
PAYMENT TO COVER ACCT FEES ON OLD ACCT				
JUST EAT AND MCDONALDS				
B&Q				
8053 WWW.ICO.ORG.U				
E/PORT AND N 7290/7289				
7964 B&M				
DEFENCE COMPO				
BIFFA WASTE				

£ 1,374.91 £ 1,774.94 £ 666.10 £ 1,050.42

RE

	APR	MAY	JUN	JUL
SUBS	£ 412.10	£ 406.00	£ 138.00	£ 672.00
MSSC	£ 834.00			
RAFFLE	£ 360.00			
DONATIONS	£ 579.11	£ 426.08		
KIDS BANK	£ 250.00	£ 250.00		£ 500.00
MESS DINNER		£ 270.00	£ 584.50	£ 320.00
CHESHIRE WEST		£ 320.00	£ 422.50	
ROBINSON - LLOYD SW RENT			£ 400.00	£ 500.00
TAEKWONDO RENT			£ 160.00	£ 320.00
CREDIT				£ 500.00
ELLESMERE PORT RED PITCH		£ 600.00	£ 720.00	
BATTLE OF THE ATLA				
HUGHES L MERCH REFUND				
FITZGERALD STARS DANCE ACADEMY				
AMAZON ERROR				
RNVR YACHT CLUB BAND				
	£ 2,435.21	£ 2,272.08	£ 2,425.00	£ 2,812.00

O/B

2000	£ 3,060.30	£ 3,557.44	£ 5,316.34	£ 7,077.92
			£ 5,316.34	£ 7,077.92
	£ -		£ -	
				£ 7,077.92
				£ -

£ 1,951.83 £ 895.13 £ 3,277.17 £ 2,460.69 £ 5,914.33 £ 1,610.10 £ 2,082.97 £ 2,035.11

CS 2024

AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR
£ 354.00	£ 430.00	£ 473.00	£ 94.00	£ 724.00	£ 447.00	£ 395.01	£ 547.00
	£ 1,096.50	£ 2,300.00	£ 3,856.00			£ 1,000.00	£ 357.50

£ 250.00 £ 250.00 £ 250.00 £ 500.00 £ 250.00 £ 250.00 £ 250.00

£ 400.00 £ 400.00 £ 500.00 £ 400.00 £ 500.00 £ 400.00 £ 400.00 £ 500.00
£ 240.00 £ 160.00 £ 200.00 £ 120.00

£ 600.00
£ 250.00
£ 302.00
£ 120.00 £ 90.00 £ 150.00
£ 12.97

£ 1,244.00 £ 2,936.50 £ 4,275.00 £ 4,470.00 £ 1,724.00 £ 1,229.97 £ 2,135.01 £ 1,954.50 29913.27
5163.27

£ 6,370.09 £ 8,411.46 £ 9,409.29 £ 11,418.60 £ 7,228.27 £ 6,848.14 £ 6,900.18 £ 6,819.57

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£ - £ - £ - £ - £ - £ - £ -

120
354

PAYMENTS 2024

	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
BIFFA	82.87	41.44	41.44	41.44	41.44	41.44	41.44		
EON	2890.12	1796.31		253.27					
BANK FEES	5	5	5	5	5	5	5		
WATER PLUS		50.52	51.78						
ZEN INTERNET		59.99	59.99	59.99	59.99	59.99	59.99		
	2977.99	1953.26	158.21	359.7	106.43	106.43	106.43	0	0

	APR	MAY	JUN	JUL	AUG	RECS 2024 SEP	OCT	NOV	DEC
KIDS BANK	250								
	250	0	0	0	0	0	0	0	0

O/B	CB								
5927.16	3199.17	1245.91	1087.7	728	621.57	515.14	408.71	408.71	408.71

JAN	FEB	MAR
	0	0
	0	0

JAN	FEB	MAR
	0	0
	0	0

408.71	408.71	408.71
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Independent Examiner's Report to the Trustees of Ellesmere Port Unit of the Sea Cadets Corp

I report on the **receipts and payments accounts** of Ellesmere Port Unit of the Sea Cadets Corp Charity Number 509945 for the year ended 31st March 2025.

Responsibilities of the Trustees

The trustees are responsible for the preparation of the receipts and payments accounts in accordance with the requirements of the Charities Act 20¹¹.

Independent Examiner's Responsibilities

My examination was carried out in accordance with the Charity Commission's guidance on independent examination. It involved a review of the accounting records kept by the charity and a comparison of the receipts and payments accounts with those records.

I have not carried out an audit and therefore do not express an audit opinion.

Matters to Report

I have no matters to report in respect of which, in my opinion:

- accounting records have been kept properly
- the receipts and payments accounts agree with the accounting records

Independent Examiner

Name: Helen White MAAT

Address: 22 Abingdon Road, Greasby, Wirral CH49 3PN

Signed: _____



Date: 12th February 2026