



**Minutes of Unit AGM
Jarrow Unit Sea Cadet Corps**

Date & time: Wednesday 6th December 2023 at 1900

Committee:	OIC	PO Daniel Morgan (DM)
	UMC Member	Philip Harland (PH)
	UMC Member	Steve Dean (SD)
	Padre	Roy Merrin (RM)
	Secretary	Margaret White (MW)
	Treasurer	Jackie Mountain (JM)

Number of Attendees: 8

1. Apologies for Absence

There were no apologies.

2. Welcome

PH welcomed everyone to the meeting and thanked them for their support. He reminded everyone that the meeting would be conducted in line with Sea Cadet guidelines. He outlined the main purpose of the meeting.

3. Confirmation of the Minutes of the last Meeting

The minutes of the last meeting on 1st November 2022, having been distributed electronically prior to the AGM, were proposed as a true record by RM, seconded by SD, and signed by the Acting Chairperson.

4. Matters Arising

None.

5. Chairperson's Report

Thank you all for attending this evening's AGM. The UMT have met during 2022-23 as required by the constitution with meetings being held every 8 weeks. I would like to thank the members of the UMT for their continued support in maintaining the running of Jarrow Sea Cadets.

The unit has been able to maintain a healthy financial position as we have built up funding towards the refurbishment of the toilets and bathrooms.

I would like to take this opportunity to also thank supporters of Jarrow Sea Cadets as the unit would not exist without the generosity and gracious grant awards that are made to us and 2022/23 has been no different. I would like to thank the kind benefactors we have had in this year, they have allowed us to maintain the unit.

These include:-

- Sir James Knott Trust
- Big Local - Jarrow

DM thanked PH and the committee for their advice, guidance and help throughout the year.

6. OIC's Report

This Year our CFAVs & UMT have worked tirelessly ensure the Unit continues to provide a safe environment for our cadets.

Jarrow Units current compliment is 8 Cadet Force Adult Volunteers and 30 Cadets. Increasing our numbers through social media, roadside adverts, and word of mouth.

Jarrow has promoted adult development in waterborne Instructorships including Paddle sports and Rowing Instructor renewals.

This year we secured 12 cadet offshore voyages hosted on our flagship TS Royalist and TS John Jerwood. Offshore Voyages are considered to be the pinnacle of the sea cadet experience.

Our cadets have had the opportunity to conduct sea cadet activity almost every weekend this year from Training to competitions and events. Our cadets gained over 60 National Governing Body Qualifications. In subjects including; Sailing, Rowing, Power Boating, Marine Engineering, Paddle sports, Catering, First Aid, DofE and BTEC in Teamwork, Personal Skills & Citizenship. Additionally Jarrow cadets represented Northern Area at the National Drill competition, hosted at our namesake HMS Raleigh.

Following this years Unit Review, we are delighted to not only be Burgee, a captains commendation but also the Stephenson Trophy. The Stephenson trophy is awarded to the best/highest graded unit within Northern area (out of 60 units)

Jarrow Sea Cadets would not be a successful Sea Cadet Unit that delivers life skills to our local youngsters without the dedication and commitment of our Cadet Force Adult Volunteers.

7. Treasurer's Report

The accounts for Year ending 31st March 2023, have been made available tonight. I hope that everyone can see from that report, that the unit has been prudent in its use of funds and that the current financial position means that the unit is secure for the future.

The accounts have been independently examined by Mr Bede Woods, and approved as being accurate and correct. My thanks to Mr Woods for his assistance in this matter.

Financial Summary:

Current Account	£46,404.96
Savings Account	£76.72
Cash in Hand	£0
Total =	£46,481.68

The adoption of the accounts was proposed by SD and seconded by RM.

8. Re-Election of UMT Trustees

The current committee agreed to stand again for a further year and were therefore re-elected en bloc; this was proposed by PH and seconded by Alison Hoy (parent):

RM (ex officio)
SD
MW

9. Any Other Business

DM confirmed that we have secured over £90k from the Youth Investment Fund, plus a further £26k to come from MSSC towards the cost of the refurbishment of the toilets, showers and boilers. Gas will be used for heating and electric for the water supply.

DM informed everyone that the intention is also to obtain solar panels and batteries for the unit, which will help to keep utilities costs to a minimum and any surplus can go back into the grid.

The committee will elect members at the next unit meeting in January.

10. Closing Remarks

RM thanked DM for all of his hard work and commitment to the unit over the past year.

Alison Hoy commented that the parents continue to be very grateful for the vast array of activities and opportunities that are made available to the cadets.

DM thanked the parents, staff and committee members for their attendance and support.

Jarrow

Financial Year 1st April 2023 to 31st March 2024

Detail Report -- Year to Date as at 1 April 2021

Receipts

Donations

	£5,500.00
Bursaries - restricted	£0.00
Bursaries - unrestricted	£0.00
Cadet	£0.00
P&SA	£0.00
Third party - restricted	£0.00
Third party - unrestricted	£5,500.00
Ward Room	£0.00

Fundraising

	£0.00
Bag packs	£0.00
Flag week	£0.00
Social events	£0.00
Community events	£0.00
Other	£0.00

Generated

	£0.00
Property Rental	£0.00
Sale of Assets	£0.00
Sale of Goods	£0.00
SCAVA	£0.00

Grants

	£96,054.68
External - restricted	£0.00
External - unrestricted	£93,559.00
MS-SC Restricted Grant	£2,495.68

Training

	£468.00
Competition Fees - external provider	£0.00
Competition Fees - internal provider	£0.00
Course Fees - external provider	£0.00
Course Fees - internal provider	£468.00

Unearned

	£0.93
Bank Interest	£0.93
Gift Aid	£0.00
Investment Income	£0.00

£102,023.61

Payments

Charitable Activity

Competition Fees - external provider	£0.
Competition Fees - internal provider	£0.
Course Fees - external provider	£0.
Course Fees - internal provider	£0.
Training Materials	£0.
Fuel	£0.
3rd Party travel	£0.
MSSC Travel Refund (enter as credit)	£0.
Catering	£0.
Fundraising Costs	£1.
Special Events	£10,681.

Operating

Unit Health, Hygiene & Well-being	£0.
Office Equipment <£250.00	£0.
Office Stationery, Printing & Postage	£0.
IT Consumables	£0.
Building maintenance	£69,034.
Grounds maintenance	£258.
Boat maintenance	£0.
Vehicle maintenance, MOT & RFT	£0.
Other maintenance	£40,000.
Goods for resale	£0.
PPE & Branded clothing	£0.
Various Unit Assets	£0.

Overheads

Rent	£0.
Rates	£0.
Lease Fees	£0.
Water Rates	£305.
Sewage Rates	£0.
Electricity	£3,259.
Gas	£4,240.
Broadband	£375.
Telephone	£0.
Alarm Monitoring	£0.
Insurance - MS-SC provided	£0.
Insurance - Non MS-SC provided	£1,316.
Roadside assistance	£0.
Certification	£0.

Fees Charges

Audit/Accountancy fees	£0.
Legal fees	£0.
Other professional fees	£100.
Other revenue costs	£0.



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Jarrow

On accounts for the
year ended

31st March 2024

Charity no

520883

Set out on pages

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 (other than that disclosed below *)

1. 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

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

* Please delete the words in the brackets if they do not apply.

Signed:

Beide Woods

Date:

21st Nov 24

Name:

BEIDE WOODS

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

Chartered Institute of Public
Finance & Accountancy

Address:

35 Sherburn Grange North
Jarrow, Tyne & Wear,
NE32 5NB