

SEA CADETS
ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT

Form
SCC A3 (R&P)
Oct-2011

RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2021

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

(Also to be forwarded to Area Business & Management Director and as otherwise directed no later than 1 November each year)

Unit Name: Hartlepool

Charity No: 520906

Fund-name/purpose (if not held for the Unit's general purposes):-

REVENUE RECEIPTS –

HQ-GRANTS:

- CAPITATION
- TRAVEL EXPENSE REFUNDS
- ANNUAL FUND/DIRECT GRANT
- SCVA (Sea Cadet Victualling Allowance)

OTHER GRANTS

CADET CONTRIBUTIONS

OTHER DONATIONS

LEGACIES

MOD - BOAT REPAIR GRANT

FUNDRAISING PROCEEDS (not: Special Events as below)

SPECIAL EVENTS PROCEEDS (as charitable activity only)

OTHER CHARITABLE ACTIVITIES:

- COMPETITION RECEIPTS

- COURSE FEES

SUNDRY SALES RECEIPTS

INVESTMENT INCOME RECEIVED

BANK DEPOSIT INTEREST

PROPERTY RENTS (includes any occasional lettings/hirings)

OTHER REVENUE RECEIPTS

TOTAL REVENUE RECEIPTS A

32,462.00 12,209.00

NON-REVENUE RECEIPTS –

INVESTMENT SALES PROCEEDS

PROCEEDS FROM SALES OF OTHER FIXED ASSETS

LOANS RECEIVED/RECOVERED (include grants per contra*)

TRANSFERS FROM ANY OTHER* FUND OF THE UNIT

ANY OTHER RECEIPTS

TOTAL NON-REVENUE RECEIPTS B

1,000.00

(*Attach that Fund's similar Account of Receipts as page AC1A, and so on)

(*Note: Loan write-offs are 'receipts' here and 'payments' on page AC2)

TOTAL RECEIPTS (=A+B) C

33,462.00 12,209.00

Reconciliation:-

NET CHANGE FOR YEAR IN CASH/BANK BALANCE:-

- REVENUE ITEMS (= A – D from page AC2)

G

25,022.00 -808.00

- NON-REVENUE ITEMS (= B – E from page AC2)

H

-5,000.00

- COMBINED (=G+H)

20,022.00 -808.00

CASH/BANK BALANCE FROM LAST YEAR-END

20,547.00 21,355.00

CASH/BANK BALANCE AT THIS YEAR-END

40,569.00 20,547.00

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Unit Name: Hartlepool		Charity No: 520906	
Fund-name/purpose (if not held for the Unit's <u>general</u> purposes):-		THIS YEAR 2021	LAST YEAR 2020
Notes			
REVENUE PAYMENTS –			
FUNDRAISING COSTS (not: Special Events as below)			
INVESTMENT MANAGEMENT COSTS (if any)			
<u>DIRECT CHARITABLE ACTIVITY COSTS:</u>			
- SPECIAL EVENTS COSTS			
- COMPETITION COSTS			
- TRAVEL COSTS			
- CATERING COSTS			
- TRAINING COURSES COSTS		190.00	6,366.00
- GRANTS (including any charitable loans written off)			
ARTICLES PURCHASED FOR RESALE			
<u>OVERHEAD COSTS FOR:</u>			
- RENT / COUNCIL TAX		896.00	882.00
- HEAT, LIGHT & WATER		1,594.00	1,112.00
- TELEPHONE		304.00	333.00
- POSTAGE			
- PRINTING & STATIONERY			236.00
<u>MAINTENANCE COSTS FOR:</u>			
- BUILDINGS		1,978.00	559.00
- BOATS			441.00
- VEHICLES		165.00	260.00
- COMPUTERS			
- OTHER EQUIPMENT			
FUEL COSTS			
INSURANCE COSTS		1,451.00	1,221.00
BANK INTEREST & CHARGES			
<u>CHARITY GOVERNANCE COSTS:</u>			
- FOR AUDIT OR INDEPENDENT EXAMINATION			
- FOR ACCOUNTS PREPARATION			
- FOR LEGAL ADVICE (for constitution or trustees)			
OTHER REVENUE COSTS		862.00	1,607.00
TOTAL REVENUE PAYMENTS D		7,440.00	13,017.00
<u>NON-REVENUE PAYMENTS –</u>			
FOR INVESTMENTS PURCHASED			
FOR OTHER FIXED ASSETS (including any <u>improvements</u>)		6,000.00	
LOANS MADE/REPAID			
TRANSFERS FROM ANY OTHER [#] FUND OF THE UNIT			
ANY OTHER PAYMENTS			
TOTAL NON-REVENUE PAYMENTS E		6,000.00	
TOTAL PAYMENTS (=D+E) F		13,440.00	13,017.00
(#Attach that Fund's similar Account of Payments as page AC2A, and so on)			

SEA CADETS ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT		Form SCC A3 (R&P) Oct-2011
STATEMENT OF BALANCES & ACCOUNTS NOTES for year ended 31 March 2021 (*Units in Scotland: This Statement's form and content and its scrutiny are governed by Regulations – SSI 2006/218) (Also to be forwarded to Area Business & Management Director and as otherwise directed no later than 1 November each year)		
Unit Name: Hartlepool		Charity No: 520906
In England & Wales: STATEMENT OF ASSETS & LIABILITIES (English/Welsh/NI Units: <u>No</u> valuations/costs or accounts notes required)	Name of Fund <div style="border: 1px solid black; padding: 2px;">if restricted</div>	THIS YEAR 2021 LAST YEAR 2020
ASSETS:		
CASH/BANK BALANCE(S) AT YEAR-END (from page AC1)		40,569.00 20,547.00
BANK DEPOSITS (if any) not included above		
LOANS RECOVERABLE		
OTHER DEBTS (total recoverable – exclude any "accruals")		
*STOCKS OF ITEMS FOR RESALE (total cost)		
INVESTMENTS (present value of securities &c)		
INVESTMENTS (ditto – belonging to a Restricted Fund, if any)		
*OTHER FIXED ASSETS:		
- LAND & BUILDINGS		138,000.00 138,000.00
- BOATS		11,736.00 11,736.00
- VEHICLES		6,000.00 2,020.00
- COMPUTERS		
- OTHER EQUIPMENT		13,602.00 13,602.00
*For all these items (including any gifts at estimated value when given) state their total <u>present value</u> here if lower than as above		[] []
LIABILITIES		
LOANS REPAYABLE		
OTHER CREDITORS (total payable – exclude any "accruals")		
CONTINGENT LIABILITIES (estimated total amount)		
[Scottish] ACCOUNTS NOTES* (if not within Annual Report) For any <u>separate</u> Receipts & Payments Account included in this Statement of Account: the nature and purpose of each Fund accounted for and the legal restrictions on its use Total number and amount of any grants paid to (i) individuals and (ii) institutions, analysed by type of activity or project Amount of trustee remuneration (inc. to connected persons) paid and the legal authority for it Amount of any trustee expenses reimbursed and for how many trustees Amount and nature of any other trustee-transactions (including with connected persons, stating the relationship) - together with any amount owing at the year-end (say if none) Any further information that 'may reasonably assist' a reader's understanding		
		Give page no(s). - or say if none (or say if none) (or say if none) Give page no(s).
		<div style="border: 1px solid black; padding: 2px;">[Amounts]</div> <div style="border: 1px solid black; padding: 2px;">Particulars</div>
		<div style="border: 1px solid black; padding: 2px;">[]</div> <div style="border: 1px solid black; padding: 2px;">Authority:</div> <div style="border: 1px solid black; padding: 2px;">[]</div> <div style="border: 1px solid black; padding: 2px;">For how many:</div> <div style="border: 1px solid black; padding: 2px;">[]</div> <div style="border: 1px solid black; padding: 2px;">Nature:</div> <div style="border: 1px solid black; padding: 2px;">[]</div> <div style="border: 1px solid black; padding: 2px;">- or say if none</div>
(*Show details on an extra attached (numbered) page if necessary)		
Signed as authorised by the Unit's Management Committee - Date:		<div style="border: 1px solid black; padding: 2px;">22 October 2021</div>
..... Unit Treasurer		
..... Unit Chairman		
Note: The statutory audit or independent examination report on this Statement of Account must be attached.		

SEA CADETS ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT		Form SCC A3 (R&P) Oct-2011												
TRUSTEES' ANNUAL REPORT ON ACTIVITIES for year ended 31 March 2021 <small>(*Units in Scotland: This Statement's form and content and its scrutiny are governed by Regulations – SSI 2006/218)</small> <small>(Also to be forwarded to Area Business & Management Director and as otherwise directed no later than 1 November each year)</small>														
Unit Name: Hartlepool	Charity No: 520906													
Unit address (or address for correspondence):- <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">House name:</td> <td>Middleton House</td> </tr> <tr> <td>Street and No:</td> <td>Harbour Walk</td> </tr> <tr> <td>Area or Estate:</td> <td>The Marina</td> </tr> <tr> <td>Town/City:</td> <td>Hartlepool</td> </tr> <tr> <td>County:</td> <td>Teesside</td> </tr> <tr> <td>Post Code:</td> <td>TS24 0UX</td> </tr> </table>			House name:	Middleton House	Street and No:	Harbour Walk	Area or Estate:	The Marina	Town/City:	Hartlepool	County:	Teesside	Post Code:	TS24 0UX
House name:	Middleton House													
Street and No:	Harbour Walk													
Area or Estate:	The Marina													
Town/City:	Hartlepool													
County:	Teesside													
Post Code:	TS24 0UX													
Unit Management Committee members (the 'charity trustees') at date of signing Report:- <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Terry Iles</td> <td>Unit Chair</td> </tr> <tr> <td>Paul Harrison</td> <td>Unit Treasurer</td> </tr> <tr> <td>Jane Fox</td> <td>Unit Commanding Officer</td> </tr> <tr> <td>Pam Taylor</td> <td>Unit Secretary</td> </tr> <tr> <td>Claire Duncan</td> <td>Committee member</td> </tr> <tr> <td>Lesley Viles</td> <td>Committee member</td> </tr> </table>			Terry Iles	Unit Chair	Paul Harrison	Unit Treasurer	Jane Fox	Unit Commanding Officer	Pam Taylor	Unit Secretary	Claire Duncan	Committee member	Lesley Viles	Committee member
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Pam Taylor	Unit Secretary													
Claire Duncan	Committee member													
Lesley Viles	Committee member													
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: 50%;">Debbie Brown</td> <td>Now retired</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </table>			Debbie Brown	Now retired										
Debbie Brown	Now retired													
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]:- <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>														
Nature and date of the Unit's constitution (governing document):- Governed by Sea Cadet Regulations														
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:- Unit Management Committee (UMC) members are elected annually at the Annual General Meeting (AGM). UMC 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 UMC have the power to appoint a new UMC member. The UMC member appointed will serve until the date of the next AGM, after which the post will be filled by election.														
The Unit's charitable purpose(s) 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:- These continued to be the development of the young people who attend our unit on a regular basis. The unit premises continue to be maintained, along with our minibus, both of which are vital to support the various activities carried out.														
Public Benefit The UMC 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 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 all those who wish to take part in the activities of the Unit may do so.														

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TRUSTEES' ANNUAL REPORT ON ACTIVITIES for year ended 31 March 2021

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Unit Name: Hartlepool

Charity No: 520906

Reserves Policy

The charity trustees' policy aims to maintain unrestricted reserves at a level equating to 24 months revenue payments in order to safeguard the Unit's ongoing activities from any unexpected fluctuations in income. Year-end reserves amounted to £18,398.00 equal to 22 months' on that basis.

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

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 Committee:

22 October 2021

Paul H
.....
Steve Unit Commanding Officer in

Unit Treasurer

Unit Chairman
Absence

**Independent
Examiner**

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