

## **TS TIGER Leicester Sea Cadets AGM minutes 2024/2025**

**Date:** 13<sup>th</sup> October 2025

**Meeting start:** 1910hrs

**Present:** Angela Markham, Richard Sleath, Paul Race, Sam Clayton, Aaron Carter

**Apologies:** Suzanne Millward, Vimal Naker, Elizabeth Hadfield, Adam Hadfield

**Minutes from last AGM:** Nominated Angela Markham. Seconded Richard Sleath.

**Chairman statement:**

### **Overview**

The past year was largely successful with Cadet numbers looking positive, especially in the Marine section, and a positive vibe around the unit. We are fortunate to have a good core of staff, albeit some more senior staff to bring balance to the staffing pool would help. We most certainly need more active UMT members, and some existing members have indicated they would like to step down. As a unit we continue to rely far too much on our CO – who we are very lucky to have. The Unit building is in good condition, and we continue to make repairs as needed, and upgrades as funds allow. We have purchased a new boat, a slightly newer minibus and other equipment thanks to grants and fundraising. All in all, I personally feel that there is a positive air in the unit, albeit it all falls on too few shoulders – something we will aim to address going forward, especially at the Unit Awards Night.

### **Fundraising**

The unit continues to do quite well at raising funds (outside subscriptions and hall hire) and again this is in the most part down to our CO. We have received funds for electrical upgrades, major boat repairs, instruments, camping equipment and towards trips. The unit also continues to raise funds via traditional methods of bag packs, attending community fairs etc.

### **UMT**

The UMT has two main limits at present – time & UMT members – that said, apart from the recent holiday period, we have managed to meet every 6 weeks. Some members have indicated they want to step down as their children are no longer cadets. We do have some parents who help but don't want the commitment of the UMT. We are planning a recruitment drive via both email & social media, and when we have our Unit Night where most parents are in attendance. Spreading the load and getting more people involved is a key mission going forward.

### **Staff & Cadets**

We have solid pool of staff, which is very nice given the size of the unit. The staff are on the younger / junior side and over the next year that will improve as they gain more experience. That said a few more senior staff to bring balance would be good.

On the cadet side, we launched a project for the Marine side called Project 15 by 7. The goal was to have 15 cadets by July. The knock-on effect from this program was we gained more cadets across the whole unit – which is very pleasing.

## **Finances**

The finances are in a good shape. With the ongoing fundraising activities and hall hires we have a good, income stream, with reserves in place covering almost a year's expenses.

At the year end, we again struggled to pull together the accounts utilising the Sea Cadets spreadsheet, therefore we took the decision to move to Sage online accounting which was one of our goals from the previous year and entered all last year's transactions. This has given us a far easier method to complete our accounts; it is now very simple to get monthly statements, build forecast cashflows and complete our year-end accounts.

## **Unit Building**

The building is in reasonable condition, and we continue with ongoing maintenance. During the year we had to replace the main water boiler and we have plans to upgrade our electrical system, whereby we have received some funding and started to get quotes. The other main expense on the horizon is the heating system, which whilst legal, takes a lot of maintenance. Other items to note include getting the deck showers upgraded and the Hardy block in good shape.

Plans remain in place for future expansion; however, it would require significant funding which we are not able to consider right now.

## **Summary**

TS Tiger has had another successful year; we continue to maintain and upgrade the facilities when possible. We will look to expand the UMT Team and get wider support for the unit to push further forward, reduce the reliance on Sam and other key members.

## **CO report:**

The period April 2024 to March 2025 was a successful one for Leicester Unit with many courses, qualifications and events which were well attended by the unit. It saw a change from Leicestershire District to Central District and the introduction of the RN PCS uniform.

We hosted a selection of first aid courses for adults and cadets, and unit weekends with specialisation training and recreational activities, including a campcraft course. We hosted Area courses for paddle sport and District courses for first aid, catering, seamanship, junior young leaders, STEM days and junior Earthshot attended by a good amount of our own cadets. Almost all the cadets were awarded 2 specialisations and a waterborne qualification during this period, with lots achieving paddle and rowing awards. We also gained the unit's first PT qualifications for a very long time. Our pool kayaking sessions continued throughout the winter months for cadets to gain confidence and improve their skills. We took trips to IWM Duxford, Rutland Aqua Park, the Climbing Tower, Boost and the KRIII visitor centre.

Our CFAVs have been working on core modules and instructor courses to varying degrees of success. We had a CPO promotion and a Lord Lieutenant Certificate. Many staff completed the Level 2 Mental Health First Aid course. Our cadets also have worked on promotion boards, and we boasted 1 POC and 2 LCs.

We engaged with the community by assisting at various water stations, attending the 80<sup>th</sup> anniversary D-Day service, running a BBQ for the GCR, providing the rescue boat cover at the riverside festival and helping with marshalling at the GCR bonfire night. We also took part in the festival of remembrance at De Montfort Hall. We ran a CPR-a-thon to raise money for the unit and the JHMT after their grant for training defibrillators. The unit took part in the Birstall Remembrance parade, the District and Leicester Armed Forces Day parade and the District Trafalgar Parade. Some of our cadets represented Eastern Area at the National Trafalgar parade in London.

Approximately 20 cadets completed Duke of Edinburgh expeditions during this time and made excellent progress developing their skills on and off the water. We had 8 cadets go on an offshore voyage and almost half the unit attended a residential activity whether it be RMC Easter camp, RMC Summer camp, Eastern Area Summer, or the shared Thrapston weekend with Market Harborough unit. 3 cadets also achieved the cadet drill instructor qualification – another first for Leicester.

Our cadets have enjoyed partaking in competitions at District and Area level for football, paddle, drill and rowing. We have also had a successful year for vocational qualifications with cadets achieving their BTEC Level 2 and all eligible cadets achieving their BTEC Level 1. We hosted the RN attract team at the unit for leadership activities and we engaged with the cadet voice.

The unit had stalls for fundraising and recruitment at the Riverside festival and Birstall Duck Race. We also received grants from the Florence Turner Trust, Wooden Spoon, Sport England, Ulysses Trust, Edith Murphy Foundation, Cross Country Trains, Music 4 all. The unit UMT and CFAVs worked together on a few successful maintenance days to keep the gardening at bay and maintain unit cleanliness. We look forward to the year ahead and hope to continue the hard work we have done previously to make sure the cadets are getting the best possible experience.

### **Treasurer's report:**

Accounts package recently changed to SAGE which is easier. We've had grants from Garfield Weston £3K, 29<sup>th</sup> May 1961 £1K.

The savings account is made up of £8K in reserve, £3K for the electric works, £1.5K mountain bikes, £3.5K bank works.

At 31<sup>st</sup> March the balances were £2867.03 in the main account, £231.63 petty cash, £14450 in the savings account.

Profit and loss at year end 24/25: Income £42177.54, direct expenses £3472.56, overheads £35876. Net surplus £2828 which is reserved for specific purposes.

Accounts nominated by Paul Race. Seconded by Angela Markham.

### **Re-election of UMT:**

All committee members stood down and re-elected individually by name:

Angela Markham. Proposed Paul Race. Seconded Richard Sleath.

Suzanne Millward. Proposed Angela Markham. Seconded Richard Sleath.

Richard Sleath. Proposed Paul Race. Seconded Angela Markham.

Paul Race. Proposed Richard Sleath. Seconded Angela Markham.

Vimal Naker. Proposed Richard Sleath. Seconded Paul Race.

Desires for Elizabeth Hadfield and Adam Hadfield were not confirmed by this meeting date. A separate section at the next meeting will take place to vote them on should they wish to stand again.

**AOB:**

Richard Sleath – Successful year. Stabilised unit. Holding our own in the District and Area.

Aaron Carter – congratulated the team on their work this year.

AGM closed 1931hrs.

# Leicester Unit 211 of the Sea Cadets Cadets Corp

## Balance Sheet Report

To: 31 March, 2025

### ASSETS

#### Fixed Assets

Total Fixed Assets £0.00

#### Current Assets

1200 - Bank Account 2,867.03

1210 - Cash 231.63

1220 - Savings Account 14,450.00

Total Current Assets £17,548.66

TOTAL ASSETS £17,548.66

### LIABILITIES

#### Current Liabilities

Total Current Liabilities £0.00

#### Future Liabilities

Total Future Liabilities £0.00

TOTAL LIABILITIES £0.00

TOTAL NET ASSETS £17,548.66

## EQUITY

Net Profit / Loss	17,548.66	
<i>Net Profit / Loss (prior year(s))</i>	14,720.28	
<i>Net Profit / Loss (current year)</i>	2,828.38	
<b>TOTAL EQUITY</b>		<b>£17,548.66</b>

# Leicester Unit 211 of the Sea Cadets Cadets Corp

## Profit and Loss Report

01 April, 2024 - 31 March, 2025

Sales		
4000 - Donations	4,174.44	
4001 - Donations - Easy Fundraising	203.75	
4002 - Donations - Restricted Funds	6,333.38	
4010 - Subscriptions - Blue Jacket	8,821.50	
4011 - Subscriptions - Marines	1,758.00	
4012 - Cadet Uniform	545.10	
4013 - Cadet Training	2,243.74	
4014 - PPE & Branded Clothing	685.00	
4020 - Cadet Trip Receipts - Restricted	2,415.35	
4030 - MSSC - Reimbursements	3,001.87	
4200 - Sale of Assets	1,500.00	
4410 - Interest Income	185.41	
4900 - Other income	1,945.00	
4940 - Hall Hire Rental Income	8,365.00	
	<b>Total Sales</b>	<b>£42,177.54</b>
Direct Expenses		
0023 - Professional Fees	658.30	
2231 - Cadet Certificates, Badges & Trophies	304.49	
2232 - Unit catering	273.19	
2233 - Tickets for Events	55.81	
5001 - Fundraising Costs	217.44	
8221 - PPE & Branded Clothing	1,963.33	
	<b>Total Direct Expenses</b>	<b>£3,472.56</b>

**Overheads**

0022 - Unit Health and Well being	145.83
7100 - Donations We Make	430.00
7110 - Water Rates	417.10
7120 - General Rates	25.00
7140 - Alarm and Security Cost	506.40
7200 - Electricity	4,493.22
7210 - Calor Gas	834.99
7300 - F- Ford Blue Bus - AJ03AAX - Fuel (HN08YFX)	664.87
7310 - R- Ford Blue Bus - AJ03AAX - Repair and Servicing (HN08YFX)	324.69
7320 - T- Ford Blue Bus - AJ03AAX - Tax (HN08YFX)	14.52
7330 - I - Ford Blue Bus - AJ03AAX - Insurance (HN08YFX)	3,072.96
7340 - F- Peugeot White Bus - EF07VLD - Fuel	884.37
7350 - R - Peugeot White Bus - EF07VLD - Repairs and Servicing	294.41
7360 - T- Peugeot White Bus - EF07VLD - Tax	518.25
7370 - I - Peugeot White Bus - EF07VLD - Insurance	1,083.23
7410 - Canal and River Trust Fees	638.34
7420 - The Marine Society	250.00
7520 - Office Stationery	23.75
7530 - Telephone & Internet	702.14
7800 - Repairs and Maintenance - Building	4,166.00
7802 - Repairs and Maintenance - Small Equipment	579.39
7804 - Repairs and Maintenance - Boats	3,164.00
7810 - Waste Removal and Cleaning Products	601.46
8200 - General Expenses	1,187.20
8220 - Small Equipment Items	7,100.08
8230 - Training Costs	1,918.07
8240 - Cadet Trip Costs	1,836.33



	Total Overheads	£35,876.60
	NET PROFIT / LOSS	£2,828.38

# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Leicester

On accounts for the  
year ended

31st March 2025

Charity no

521451

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:

C. P. P. P. P.

Date:

13/10/25

Name:

CAROLINE POWARD

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

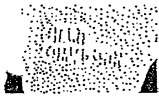
ACMA - CIMA

Address:

6 LIME AVENUE

LOUGH BOROUGH

LE11 1SE



## Independent examiner's report on the accounts

### Section B

### Disclosure

Only complete if the examiner needs to highlight material problems.

Give here brief details  
of any items that the  
examiner wishes to  
disclose.

n/a

<b>THE SEA CADETS</b> <b>ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT</b> <b>RECEIPTS &amp; PAYMENTS ACCOUNT for year ended 31 March 2025</b>		Form SCC A3 (R&P) Jan-20
(*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 2025		
<b>Unit Name:</b> Leicester	<b>Charity No:</b> 521451	
<b>Reserves Policy</b> The charity trustees' policy aims to maintain unrestricted reserves at a level equating to 8 months revenue payments in order to safeguard the Unit's ongoing activities from any unexpected fluctuations in income. Year-end reserves amounted to 8 months' on that basis.		
<i>[Delete this section if not applicable]</i> The Unit holds £1,500.00 in designated funds representing fixed assets needed for future activities and £3,500.00 for future projects to be carried out in 1 year as currently planned/expected		
<i>[Delete this section unless the Unit has a Restricted Fund in deficit]</i> 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]:-		
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: <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 60%;"> <p>ANGELA MARKHAM </p> <p>PAUL RACE </p> <p>CAROLINE POLLARD </p> </div> <div style="width: 35%;"> <p>Unit Treasurer</p> <p>Unit Chairman</p> <p>Independent Examiner</p> </div> </div> <p style="margin-top: 10px;"><i>Note: The statutory audit or independent examination report on this Statement of Account must be attached.</i></p>		
V 3.0		AC5