



Burton sea cadets  
Stapenhill Road, Burton-On-Trent,  
Staffordshire, DE15 9AE  
Chairperson report 2024-2025

Required information Charity's name, registration number and address.	Burton on Trent unit 61 of the sea cadet corps Stapenhill Road, Burton-On-Trent, Staffordshire, DE15  Charity number : 522626
Structure and details of how it is managed, including how it recruits trustees	The unit management team is structured as follows <b>Chair</b> - Aisha Mack <b>Secretary</b> - Sheeley white / then Brogan Mullis <b>Treasurer</b> - Kevin Mills <b>Trustees</b> - Aisha Mack, Sarah Faunch, Kevin Mills and Katie Bentley During 24/25 the UMT has decreased in size. We have formed new connections with local business, councillors and other nearby cadet organisations - in the hopes of recruiting new trustees.
Activities and objectives in the year	<b>Introduction</b>

It has been a year of change for Burton Sea Cadets, particularly among our uniformed volunteers and the command team. Despite these shifts, the unit has shown resilience and determination, continuing to move forward in a positive direction.

### **Achievements**

This year's most significant success came with our very positive **Unit Management Audit (UMA)** in March. As a result, the unit was officially removed from the "watchlist" of units of concern. This milestone is a testament to the hard work and dedication of the entire team.

We have also seen success in securing several grants, which have allowed us to improve our facilities, provide better experiences for cadets, and strengthen our financial position. These upgrades have contributed to a more sustainable and enriched environment for everyone involved in the unit.

### **Challenges**

Like many volunteer-led organisations, we have experienced ongoing difficulties with **trustee recruitment and retention**, particularly as the families of cadets move on from the unit. This has been a challenge for maintaining continuity and spreading the workload.

Cadet numbers have also remained lower than capacity, with around 40 active cadets out of a possible 65. This has had a direct impact on our monthly funding, and remains a focus for future development.

### **Community Engagement**

Community involvement continues to be a strong aspect of our unit. Highlights include:

- Attendance at major events such as **parades**, **Ride to the Wall**, and **VE Day celebrations**.
- **Monthly visits** to a local veterans' residential home.
- Hosting a **community open day**, funded by the East Midlands Airport Community Fund.
- Participation in a **bag packing fundraiser at Asda** in Burton-on-Trent.
- Collaborations with the **local parish council** and **Swadlincote Air Cadets** at events.

These events not only raise our profile but also reinforce the values of citizenship and service within our cadets.

### **Unit Improvements**

Significant improvements have been made to the unit's infrastructure:

- Full upgrade to **energy-efficient LED lighting** throughout the building.
- A complete **fire alarm system upgrade**, including overnight sleeping/accommodation sounders.
- **Galley updates** to improve flood resistance and functionality.

These enhancements have improved safety, efficiency, and long-term sustainability.

### Unit Management Team (UMT)

While the UMT remains small in number, their strength and dedication have been unwavering. The team has successfully maintained **financial security and compliance**, ensuring another productive year for the unit. Their efforts behind the scenes are deeply appreciated.

### Thanks and Acknowledgements

I would like to extend heartfelt thanks to:

- The **parents** for their continued support in bringing cadets to events and parade nights.
- The **uniformed staff**, who consistently go above and beyond what many perceive as “just two evenings a week.”
- Our **funders**, whose generous contributions have enabled many of the positive changes this year. A full list of funders will be published alongside the AGM minutes.

### Looking Ahead

In November, the newly-formed UMT will come together to draft a detailed **12-month plan** for the year ahead. This will reflect on our recent successes, while identifying areas for further improvement and development. It is an exciting opportunity to set clear goals and ensure continuous growth.

	<b>Closing Reflections</b>
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	<p>I have thoroughly enjoyed my year as Chairperson for Burton Sea Cadets. The transformation of the unit behind the scenes over the past two years is nothing short of remarkable. I am incredibly proud of what we have achieved together and optimistic about what the future holds.</p>
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## **Treasurer's Report for T.S. Modwena — Burton Sea Cadets**

Annual General Meeting 16/10/2025 — Financial Year 2024–25

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### **Overview of financial position**

- The Unit Management Team continues to prioritise financial stability while delivering activities that support cadet development.
  - The Statement of Assets and Liabilities shows significant fixed assets, and outstanding creditor balances which materially affect available liquid reserves.
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### **Net Change in Cash/Bank Balance**

- **Opening Balance £33,709**
  - **Closing Balance £42,805**
  - **Net Change £9,096**
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### **Income and Expenditure**

- Revenue receipts for the year totalled £29,328, an increase of £10,483 on the previous financial year. This is broadly from increased receipts in the following areas:
  - £4,100 of restricted grants towards the cost of operating the minibus, sailing club membership, equipment purchases, and a visit to the British Military Tattoo.
  - £4,100 Gift Aid. This was a four year retrospective claim and should have a much smaller effect on receipts in future years if it is kept on top of each year.
  - £1,000 SCAVA
  - £400 bank interest
- Revenue payments for the year totalled £20,232, a decrease of £800 on the previous financial year. This total would have been £1,890 lower had it not been for fact we paid for two year's of lease fees to Burton Sailing club in the same financial year as the 2024 membership was not paid until May 2024 and the 2025 membership was paid in March 2025.

- Despite significant increases in money spent on fundraising/special event costs, training costs, building & estate maintenance and boat maintenance compared to the previous financial year; this was offset by reductions of approximately:
  - £2,500 of un-receipted expenses
  - £4,200 reduction in utility costs by switching to a more competitive electricity contract, and by providing meter readings for our gas supply which resulting in a £770 rebate due to consistent over payment on estimated readings.

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### Restricted Funds

All Restricted Funds were spent in year with the exception of £59.52 for operating the minibus.

Grant	Purpose	Amount	Remaining Balance
East Staffs Borough Council	Duke of Edinburgh expedition equipment	£498.20	£0
Burton Cooper Masons	Funding of a cadet experience. Used to subsidise a trip to the British Military Tattoo	£500.00	£0
Anonymous	Annual membership of Burton Sailing Club	£1,890.00	£0
SENAD Group	Maintenance of running costs for the unit minibus	£1,200.00	£59.52

### Analysis and implications

- Fixed assets (notably the building) represent the Unit's largest value but are not liquid; the Unit's operational resilience therefore depends on maintaining sufficient working capital.
  - Creditors of £25,000 create short-term liabilities that must be managed alongside routine operating cash flows.
  - The UMT doesn't currently have a reserves policy to protect us against extreme variations in income over time. Whilst the bank balance is relatively healthy even with the recorded liability, and the net change in cash is positive this year, our ability to reserve funds or make significant investments is hampered by our potential liability with our previous electricity provider.
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### Suggested priorities for the following year

- Agree a reserves policy to help with managing financial uncertainty by setting aside an agreed amount to cover overhead and operating costs for an agreed period of time.
- Resolve ongoing dispute with SSE over the electricity bill in order to remove the liability we have been carrying for the last two years.
- Schedule a review of insurance, maintenance and governance costs to identify potential savings without reducing service to cadets.

**Conclusion**

The Unit holds substantial fixed assets which underpin its long-term ability to deliver cadet activities, and its immediate financial position shows reasonable liquid reserves but there is the matter of a significant material creditor balance.

Signed as prepared by:

Kev Mills  
Unit Treasurer



THE SEA CADETS		Form	
ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT		SCC A3 (R&P)	
RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March 2025		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			
Unit Name: T.S. Modwena	Charity No: 522626		
Fund-name/purpose (if not held for the Unit's general purposes):-		THIS YEAR	LAST YEAR
		0	£
	Notes		
<b>REVENUE RECEIPTS –</b>			
ANNUAL FUND/DIRECT GRANT - (restricted)		£4,088.20	£0.00
OTHER GRANTS - (unrestricted)		£0.00	£0.00
SCAVA (Sea Cadet Victualling Allowance)		£1,065.00	£0.00
CADET CONTRIBUTIONS		£11,525.00	£10,654.22
OTHER DONATIONS / LEGACIES	0	£708.01	£669.22
FUNDRAISING & SPECIAL EVENTS PROCEEDS		£1,460.36	£1,435.79
<b>OTHER CHARITABLE ACTIVITIES:</b>			
COMPETITION RECEIPTS		£0.00	£0.00
COURSE FEES		£2,231.60	£4,190.00
SUNDRY SALES RECEIPTS		£2,365.81	£889.43
BANK DEPOSIT INTEREST		£415.45	£0.00
PROPERTY RENTS (includes any occasional		£1,332.89	£0.00
OTHER REVENUE RECEIPTS		£4,136.34	£0.00
<b>TOTAL REVENUE RECEIPTS</b>	<b>A</b>	<b>£29,328.66</b>	<b>£17,838.66</b>
<b>NON-REVENUE RECEIPTS –</b>			
PROCEEDS FROM SALES OF OTHER FIXED		£0.00	£646.50
<b>TOTAL NON-REVENUE RECEIPTS</b>	<b>B</b>	<b>£0.00</b>	<b>£646.50</b>
(#Attach that Fund's similar Account of Receipts as page AC1A, and so on)			
<b>TOTAL RECEIPTS = A + B</b>	<b>C</b>	<b>£29,328.66</b>	<b>£18,485.16</b>
<b>Reconciliation:-</b>			
<b>NET CHANGE FOR YEAR IN CASH/BANK BALANCE:-</b>			
- REVENUE ITEMS (= A – D from page AC2)	<b>G</b>	£9,533.81	-£3,197.85
- NON-REVENUE ITEMS (= B – E from page AC2)	<b>H</b>	-£437.37	£646.50
- COMBINED (=G+H)		£9,096.44	-£2,551.35
<b>CASH/BANK BALANCE FROM LAST YEAR-END</b>		<b>£33,708.82</b>	<b>£36,260.17</b>
<b>CASH/BANK BALANCE AT THIS YEAR-END</b>		<b>£42,805.26</b>	<b>£33,708.82</b>

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<b>Unit Name:</b> T.S. Modwena	<b>Charity No:</b> 522626		
<b>Fund-name/purpose</b> (if not held for the Unit's <u>general</u> purposes):- <div style="border: 1px solid black; height: 20px; width: 450px; margin-top: 5px;"></div>	<b>THIS YEAR</b> 0	<b>LAST YEAR</b> £	
<b>Notes</b>			
<b>REVENUE PAYMENTS –</b>			
<b><u>DIRECT CHARITABLE ACTIVITY COSTS:</u></b>			
FUNDRAISING & SPECIAL EVENTS COSTS	£2,468.74	£300.00	
COMPETITION COSTS	£0.00	£0.00	
FUEL & TRAVEL COSTS	£284.03	£1,202.42	
CATERING COSTS	£748.67	£1,240.58	
TRAINING DELIVERY COSTS	0 £2,188.42	£1,214.15	
ARTICLES PURCHASED FOR RESALE	£765.32	£0.00	
<b><u>OVERHEAD COSTS FOR:</u></b>			
BUILDINGS & ESTATE MAINTENANCE	£2,480.19	£1,056.33	
RENT / COUNCIL TAX	£2,075.88	£2,386.00	
HEAT, LIGHT & WATER	£1,101.77	£5,105.16	
INSURANCE & CERTIFICATION COSTS	£2,914.61	£2,770.84	
TELEPHONE & BROADBAND	£788.02	£683.30	
<b><u>OPERATING COSTS FOR:</u></b>			
BOAT MAINTENANCE	£1,255.21	£363.59	
VEHICLES	£479.97	£529.92	
RUNNING COST Inc Stationary, IT, PPE and Uniform.	£1,204.08	£873.36	
OTHER MISC EQUIPMENT	£708.05	£795.47	
BANK INTEREST & CHARGES	£79.60	£0.00	
<b><u>CHARITY GOVERNANCE COSTS:</u></b>			
FOR ACCOUNTS/AUDIT OR INDEPENDENT EXAMINATION	£0.00	£2,515.39	
FOR OTHER PROFESSIONAL FEES	£250.00	£0.00	
FOR LEGAL ADVICE (for constitution or trustees)	£0.00	£0.00	
OTHER REVENUE COSTS	£2.29	£0.00	
<b>TOTAL REVENUE PAYMENTS</b>	<b>D</b>	<b>£19,794.85</b>	<b>£21,036.51</b>
<b><u>NON-REVENUE PAYMENTS –</u></b>			
ASSETS		£437.37	£0.00
<b>TOTAL NON-REVENUE</b>		<b>E</b>	<b>£437.37</b>
<b>TOTAL PAYMENTS (=D+E)</b>		<b>F</b>	<b>£20,232.22</b>
			<b>£21,036.51</b>
<small>(<sup>#</sup>Attach that Fund's similar Account of Payments as page AC2A, and so on)</small>			

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Unit address (or address for correspondence):-		
House name:	T.S. Modewena - Burton Sea Cadets	
Street and No:	Stapenhill Road	
Area or Estate:		
Town/City:	Burton on Trent	
County:	Staffordshire	
Post Code:	DE15 9AE	
Unit Management Committee members (the 'charity trustees') at date of signing Report:-		
A.Mack	K.Mills	K.Bentley
S.Faunch	B.Mullis	
Names of any other persons who were charity trustees of the Unit at any time in the financial year:-		
J.Priestland	R.Whiteman	C.Wheeler
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) [ <i>not</i> : Scotland]:-		
<b>Nature and date of the Unit's constitution (governing document):</b> Governed by <b>Sea Cadet Standard Constitution</b>		
<b>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:-</b> <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>		
<b>The Unit's charitable purpose(s) as set out in its constitution is:-</b> 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).		
<b>The Unit's main activities and achievements in the financial year were:-</b> Enhancing the Sea Cadets experience for the cadets of T.S Modwena. Maintenance of the facilities and resources of the unit.		
<b>Public Benefit</b> 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"> <li>Regular and structured activities with a nautical theme.</li> <li>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.</li> <li>Availability of formal educational achievements whilst taking courses to earn badges and promotions</li> </ul> Contributions are kept low in order to ensure all those who wish to take part in the activities of the Unit may do so.		

<div>THE SEA CADETS</div> <div>ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT</div> <div>RECEIPTS &amp; PAYMENTS ACCOUNT for year ended 31 March 2025</div> <div>(*Units in Scotland: This Statement's form and content and its scrutiny are governed by Regulations – SSI 2006/218)</div> <div>Copy to be uploaded onto Westminster and Volunteer &amp; Business Support Manager at Area Office to be notified by 1 November 2025</div>		<div>Form</div> <div>SCC A3 (R&amp;P)</div> <div>Jan-20</div>
<div>Unit Name:</div> <div>T.S. Modwena</div>	<div>Charity No:</div> <div>522626</div>	
<div>Reserves Policy</div> <div>The charity trustees' policy aims to maintain unrestricted reserves at a level equating to 0 months revenue payments in order to safeguard the Unit's ongoing activities from any unexpected fluctuations in income Year-end reserves amounted to 0 months' on that basis.</div>		
<div>[Delete this section if not applicable]</div> <div>The Unit £0.00 in designated funds representing fixed assets needed for future activities holds £59.52 and 0 as currently planned/expected for future projects to be carried out in</div>		
<div>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 &amp; NI Units: Delete this section if not applicable; Units in Scotland: This disclosure is not mandatory]:-</div> <div>Building, Sailing Dinghies, Minibus, Air Rifles</div>		
<div>Date signed as authorised by the Unit's Management Committee:</div> <div>Unit Treasurer</div> <div>Unit Chairman</div> <div>Independent Examiner</div> <div>Note: The statutory audit or independent examination report on this Statement of Account must be attached.</div>		
<div>V 3.0</div>	<div>AC5</div>	

**INDEPENDENT EXAMINER'S REPORT TO THE  
TRUSTEES OF BURTON ON TRENT UNIT 61 OF THE  
SEA CADET CORPS**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 2025.

**Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

**Independent examiner's statement**

Since the Company's gross income did not exceed £250,000 your examiner does not need to be a member of a body listed in section 145 of the 2011 Act.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

Signed:

Name: Debbie Wellecomme (FMAAT, AATQB )

Company: Support Staffordshire

Address: Stafford Civic Centre, Riverside, Stafford, Staffordshire ST16 3AQ

Dated: 10<sup>th</sup> October 2025