



## **AGM HELD ON 6<sup>TH</sup> OCTOBER 2022 AT SSC AND MARINE CADET UNIT. 7PM**

### **Apologies for absence**

Richard Vinson, Natalie Davies, Gareth Davies, Jordan Hanlon

Present Robert Smith Chair, Tom Fox, Padre Pam Jennings, James Cliffe MBE, Kayleigh Brown, Fred Normandale, Colon Woodhead, Liz Blades, Jim Sheader, Counc.Janet Jefferson, Jeanette Hague, Alex Sheader, Sarah Normandale

There were 25 people in total present.

Minutes for previous AGM:

These were accepted as a true and accurate record

Proposed Janet Jefferson, Seconded Jim Sheader with all in favour

Matters Arising:

There were no matters arising.

### **CHAIR REPORT**

Good evening, as Chair of The Unit Management Trustees I would like to welcome and thank you for attending this AGM, I would also like to take this opportunity to thank

Mr. Fred Normandale our Unit President for agreeing to oversee the proceedings this evening in accordance with the Marine Society & Sea Cadets constitution.

As you may be aware, Commanding Officer Lt. Natalie Davies RNR stepped down earlier this year after a very successful 9-year period in the role and we would like to thank Natalie for all her hard work during her tenure and welcome our new Commanding Officer Lt. Cdr John Webster RNR who took over the role in April. The unit achieved much over the last year and I would like to commend our Commanding Officers both Natalie and John, Executive Officer Gareth, Officers, Instructors and staff during the past year who without their strong leadership, teamwork and excellent management skills our cadets would not have achieved so many positive and creditable results, this includes winning a number of national competitions and of course the excellent way they supported the Borough during



the National Armed Forces Day where the unit received national recognition for their sterling efforts, the cadets under their guidance where a credit to the unit, themselves and of course all parents and guardians.  
THANK YOU

Back in July we launched a £50,000 fundraiser to start necessary repairs and upgrades to our Grade 2 listed building, I would like to thank Jeanette Hague who took on the role of Grant & Fundraising Coordinator for her efforts thus far, we are now closing in on the £20,000 mark which I think you will all agree that this is an excellent effort in just over two months, we still have some way to go but we now have enough funding in the bank to hopefully start Stage 1 of the project. I would like to welcome Ami Haralambous to the AGM who is the National Fundraising Support Manager for the Marine Society & Sea Cadets, Ami is in town to assist us with some guidance on putting together a future fundraising plan for the unit  
THANK YOU, Ami.

Planning permission to start work has now been granted and hopefully we can now move forward with the building renovation, we are looking at completing the repairs/renovation in three stages, Stage 1 to secure the building to stop any further damage, this includes erecting permanent steel beams and supports to the main wall and roof supports hence the planning permission, Stage 2 is to install a further classroom, laundry and an all-access bathroom and for this we have engaged an architect to complete a detailed lay out drawing of the area and Stage 3 will be the redecoration of the main unit hall.

At this stage, I would like to thank Jim Sheader our Building Project Manager and Councillor Janet Jefferson for their due diligence for completing the painstaking job of following up with the planning office which I personally know has been frustrating at times.

I would also like to point out however, that though the building work is a major priority we must not to lose track as to why we are here and that is to help these young people build confidence, communication skills, leadership, self-belief and good citizenship to prepare them for future life as adults, we must also ensure that the instructors and cadets have the tools and necessary equipment required to achieve these goals and I also class this as an ongoing priority and a major operational requirement.

The Parents & Friends Committee have a new Chair in the name of Mrs. Kayleigh Brown who stepped up to the position and took over from Mrs. Julie Dawson, Julie moved over to the staff side as an instructor and I would like to publicly thank Julie for her sterling work as P&F Chair which has been very much appreciated by everyone at the unit, I know in her change of role she will only enhance further the excellent staff and in-



structors that we currently have. The P&F committee raised nearly £3,000 during Armed Forces Day & Sea Fest, an excellent achievement and greatly appreciated. I know Kayleigh and her team have plans for future events, so can I please ask you all to support Kayleigh and her team with their endeavours and if possible, attend the events when promulgated. I would also like to mention the 10K mudrunners who also raised over £2000 for our building repairs which was also an excellent achievement.

It would be remiss of me as Chair not to raise the subject of cadet subs which I appreciate is a delicate subject with the cost of living going up on a daily basis, however, as you can appreciate this is something we have put on hold for some considerable time (years in fact) and subsequently needs to be reviewed due to the rising costs of fuel, gas, electricity and insurance. The plan is for the UMT to conduct a review of the subs and bring any proposed increases into force commencing the end of January, we will of course ensure that notification is sent out in good time to all families regarding any changes should they occur.

On closing, though much has been achieved in the last year there is still a great deal to do moving forward in regards to the planned building repairs/renovations and ensuring that our staff and cadets have what they need with regards to equipment, we currently have a strong team and by working together with good teamwork, open communication and a continued positive approach, I am very confident that we will achieve our goals in regards to the areas I have previously mentioned.

## C/O REPORT

Suffice to say that TS Scarborough has had another fantastic year. This has been down to the previous incumbent Lt (SCC) Natalie Davies RNR . Her time in office from October 2021 until I took command 01 April 2022 was filled with the team at Scarborough continuing with practice for competitions, training within the unit (which under the circumstances warrant commendation for training around the works in progress) boating which included outside bodies and taking on new recruits in the face of adversity. The unit showed its colours within the town by getting involved with various events, including funerals, with Scarborough Unit gaining praise from all quarters. Natalie's **Nine Years** as CO at Scarborough Unit along with the XO and dedicated Instructors and cadets has continually made TS Scarborough a force to be reckoned with Throughout the Area and Nationally. The unit's UMT and P&F bodies have also been in a staunch relationship with the unit resulting in this fantastic achievement across the board.

The following achievements which are listed, have been realised by long periods of (long before I arrived on scene) training in all weathers with dedicated



staff and the cadets commitment to the unit. Something I know makes TS Scarborough a very proud unit.

In Competitions: National Junior Rowing Champions, National Open Rowing Champions, Silver Medallists at Rowing Boat handling, Bronze Medallists at Junior Mixed Yoleing, National 4.5m Windsurfing Champion, Bronze Medallists at 5.5m Windsurfing. Runners up at Area for the 5-a-side football team.

Huge thanks to Colin and Fred for sending another two cadets on the JST. Cadets had a great time.

Huge thanks too to Trish and the Rainbow Centre for allowing us to continue training when our unit had to close.

Successful Promotion Boards resulting in attaining two more Leading Cadets, a Petty Officer Cadet along with two Corporals and a Lance Corporal. Great achievements.

Offshore we had 24 cadets on the Corps power vessels and the 2 on JST.

The Duke of Edinburgh Exped resulted in the following: 10 Gold (including 1 from York Unit)

14 Silver

(including 3 from York Unit)

24 Bronze (in-

cluding 2 from York Unit) Praise indeed for the staff involved in achieving these results.

We had POC Nathan Davies become a member of the National Sea Cadet Field gun Crew for a week.

Across at Wykeham Lakes we hosted Units and Districts from York, Worksop, Dewsbury, West York's, Surrey District along with Scarborough UTC and Scarborough Yacht Club.

All the listed achievements could only have happened with a dedicated crew and cadets. The list is not exhaustive as of course there was the Armed Forces Day at which I was extremely proud to have led the Unit in the parade. When we had dismissed from the parade at the Spa, I was overwhelmed with pride and emotion for the Ship's Company and the support of all concerned. TS Scarborough has been involved with numerous incidental acts within the community of which we are very honoured to be associated with.

The Ship is grateful too for the hard work of our UMT, P&F and Staff for their continued support in making TS Scarborough a name to be reckoned with. Not to for-



get the help and understanding from the parents of our cadets in that they go beyond expectation and transport our cadets to venues and surrounding events.

The only concern the Ship's Company has, is of course being able to parade within our HQ. We believe in our UMT and P&F to enable the works to be completed and make secure our home for many years to come.

I could just go on and on about how proud I am of Scarborough Unit and its achievements, however it is suffice to say my intentions are to continue to keep TS Scarborough at the top where it belongs. This is only achievable with the dedication of all concerned at Scarborough.

## TREASURERS REPORT

Scarborough Sea Cadets Balance Sheet As of March 31, 2022 Accrual Basis Thursday, 29 September 2022 12:43 pm GMT+01:00 1/1 TOTAL Fixed Asset Tangible assets Boats 7,116.30 Land & Buildings 278,739.90 Motor Vehicles Cost 34,948.33 Total Tangible assets £320,804.53 Total Fixed Asset £320,804.53 Cash at bank and in hand Cash in hand 0.00 Current Account HSBC 50,961.22 Total Cash at bank and in hand £50,961.22 Debtors Debtors 0.00 Total Debtors £0.00 NET CURRENT ASSETS £50,961.22 Creditors: amounts falling due within one year Trade Creditors 822.18 Total Trade Creditors £822.18 Total Creditors: amounts falling due within one year £822.18 NET CURRENT ASSETS (LIABILITIES) £50,139.04 TOTAL ASSETS LESS CURRENT LIABILITIES £370,943.57 TOTAL NET ASSETS (LIABILITIES) £370,943.57 Charity funds Opening Balance Equity 356,551.70 Retained Earnings 19,543.06 Surplus/(Deficit) -5,151.19 Total Charity funds £370,943.57.

Scarborough Sea Cadets Financial Activities April 2021 - March 2022 Accrual Basis Thursday, 29 September 2022 12:42 pm GMT+01:00 1/2 TOTAL Income 2-0000 Cadet Donations (Subs) 14,449.00 2-0000 Cadet donations Camp 775.00 Total 2-0000 Cadet Donations (Subs) 15,224.00 2-3000 Charitable activities 3,069.00 2-3001 Local Giving 384.20 2-3002 - Christmas Raffle 773.20 2-3002 Easter Raffle 10.00 2-3002 Hundred Club Income 174.00 2-3002 Pancake Day 471.16 2-3003 Donations 14,480.18 2-3004 Gift Aid 13.55 2-3004 Paypal Giving 31.16 2-3005 - D of E donations 733.00 2-3006 Trafalgar private function 2,280.00 2-3007 TRAFALGAR 2,543.80 2-3008 P&F Fundraising 712.45 2-3008 Fashion show 596.83 Total 2-3008 P&F Fundraising 1,309.28 CO Dining Out Income 729.40 Total 2-3000 Charitable activities 27,001.93 2-4000 Sales 33.00 2-6000 Uncategorized Income 115.00 2-7000 Uniform Income 479.00 2-7001 - logbook income 341.50 Total 2-7000 Uniform Income 820.50 2-8000 Hall Rental 400.00 2-9000 Parking Fees 6,000.00 Total Income £49,594.43 TOTAL £49,594.43 Expenditures 1-1000 Travel and Accommo-



dation 947.58 1-1001 Beerhouse Hire car/Van 158.80 1-1002 Fuel  
 3,681.87 Total 1-1000 Travel and Accommodation 4,788.25 1-1100 Main-  
 tenance and Equip 40,648.91 1-1100 Cleaning 176.00 Total 1-1100 Main-  
 tenance and Equip 40,824.91 1-2000 Utilities 244.00 1-2001 Water/Sewer-  
 age 119.06 1-2002 EON / N Power / Electric 1,258.42 1-2003 Utilities Opus  
 Power 2,928.07 Total 1-2000 Utilities 4,549.55 1-4000 Insurances  
 4,528.18 Scarborough Sea Cadets Financial Activities April 2021 - March  
 2022 Accrual Basis Thursday, 29 September 2022 12:42 pm GMT+01:00  
 2/2 TOTAL 1-5000 Office/General Administrative Expenses 20.00 1-6000  
 Phone Costs 632.00 1-7000 Other Professional Services 171.79 1-8000  
 Printing, Postage and Stationery 362.06 1-9000 Fund raising expenses  
 3,345.32 1-9100 MSSC Courses 1,272.89 1-9101 Training Other 1,474.00  
 1-9101 D of E training 230.36 Total 1-9101 Training Other 1,704.36 1-  
 9102 Computer Zoom Training 233.36 1-9103 Computer Adobe 303.40 1-  
 9200 Uniform Costs 2,976.45 1-9300 Equipment Costs 579.19 1-9400 -  
 provisions (food etc) 657.87 Bank Charges 23.04 Total Expenditures  
 £66,972.62 NET OPERATING INCOME £ -17,378.19 Other Income 2-7000  
 Grant Income 12,227.00 Total Other Income £12,227.00 NET OTHER  
 INCOME £12,227.00 NET INCOME/(EXPENDITURE) £ -5,151.19

## Sea Cadet Accounts YE2022

Opening Bank Balance:	68,333.52	
Opening Petty Cash (banked during the year):	194.12	
Trish Float (still with Trish):	216.23	
TOTAL OPENING BALANCE	68,743.87	68,743.87
Income:	49,594.43	
Grant Income	12,227.00	



Expenditures:	66,972.6 2	
Total:		- 5,151.19
Trade Creditors YE21	- 13,237.4 1	
Trade Creditors YE22	822.18	- 12,415.2 3
TOTAL CLOSING BANK BALANCE		50,961.2 2
TOTAL BALANCE		51,177.4 5

The Chair asked Mr Normandale if he was willing to stand for the role of President again.

Mr Nomandale agreed to stand again and was duly elected President for another year. Mr Bob Smith proposed and Mr Jim Sheader seconded with all in favour. Thanks were expressed to Fred for all he does to help and Unit and the Cadets. He is a huge part of the team.

### **Election of UMT officers**

The meeting was handed over to the President while the names of the UMT members were read out and a vote taken to confirm their acceptance.

Mrs Liz Blades: P by Alex Sheader, S by Jim Sheader with all in favour for a further year





Mr James Cliffe MBE: P Bob Smith, S Sarah Normandale with all in favour of a further year

Mrs Trish Kinsella: P Councillor Janet Jefferson, S Jeanette Hauge with all in favour of a further year

Mr Alex Sheader, P Trish Kinsella, S Kayleigh Brown with all in favour of a further year

Mr Robert Smith, P Jim Sheader, S Alex Sheader with all in favour of a further year

Ms Sarah Normandale, P Tom Fox, S James Cliffe with all in favour of a further year

Councillor Janet Jefferson, P Trish Kinsella, S Bob Smith with all in favour of a further year

Jeanette Hague, P Sarah Normandale , S Alex Sheader with all in favour of a further year

Kayleigh Brown, P Jeanette Hague, S Trish Kinsella with all in favour of a further year

Alan Richmond, P Trish Kinsella, S Bob Smith with all in favour of a further year.

Tom Fox, P Bob Smith, S Jim Sheader with all in favour of a further year

Jim Sheader Liz Blades, S Sarah Normandale with all in favour of a further year

This concluded the election process and the meeting was returned to the Chair Mr Robert Smith.

## **AOB**

Mr Colin Woodhead presented two cheques totalling £2000 towards the building fund. These were on behalf of himself and his wife who have seen over the years the amount of great work that is done and it was their pleasure to be associated with the unit and a pleasure to help in this way.

Thanks were given to Mr and Mrs Woodhead by the Chair on behalf of all at the unit and the UMT





There being no more business the meeting closed at 8pm

The AGM was followed by a short UMT meeting

UMT meeting following the AGM October 6th 2022.

Present: Bob Smith, Liz Blades, Janet Jefferson, Trish Kinsella, James Cliffe, Jeanette Hague, Kayleigh Brown, Tom Fox, Sarah Normandale, Jim Sheader, Alex Sheader.



Bob welcomed us all to the meeting to decide and vote on posts in the UMT. The results were as follows.

Chair : Bob Smith.

Proposed by Jim Sheader and Seconded by Alex Sheader with a unanimous approval from the meeting. Bob is the the Chair for 2022/23

Treasurer: Sarah Normandale.

Proposed by Bob Smith and Seconded by Jeanette Hague with unanimous approval from the meeting. Sarah Normandale is treasurer for 2022/23

Secretary: Trish Kinsella.

Proposed by Jim Sheader and Seconded by Janet Jefferson with unanimous approval from the meeting. Trish Kinsella is secretary for 2022/23

This concluded the official voting for posts.

Jeanette Hague agreed to take on the role of Grants and Fundraising.

Kayliegh Brown agreed to carry on as Chair of Parents and Friends.

A discussion followed about the building works and how we would hopefully progress this and how it would affect weekly meetings and space. It was hoped this would be kept to a minimum but the work has to be carried out in order to make the building safe.

The meeting closed at 8.45pm

The next meeting will be at a time to be arranged due to the work being done.



Scarborough

