

Leeds Unit 424 of the Sea Cadet Corps

Charity number 523754

Annual Report and Financial Statements **for the year ended 31 March 2021**



West Yorkshire Community Accounting Service

Leeds Unit 424 of the Sea Cadet Corps

Annual Report and Financial Statements for the year ended 31 March 2021

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Prepared by West Yorkshire Community Accounting Service

Leeds Unit 424 of the Sea Cadet Corps

Trustees' report for the year ended 31 March 2021

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Simon Dean	Chair	
Sarah Prollins	Secretary	Appointed 19 November 2020
Paul Wray	Treasurer	Appointed 19 November 2020
Gary Maindonald		Resigned 1 February 2021
Rev Alexander Buckley		
Surinder Rall	Secretary	Resigned 19 November 2020
Liam Brook		Appointed 23 July 2021

Charity number

The charity was registered with the Charity Commission for England and Wales, number 523754, on 16 March 1965.

Principal address

Leeds Sea Cadets
Thwaite Lane
Leeds
LS10 1RN

Bankers

Lloyds Bank	HSBC
15 Blackheath Village	33 Park Row
Kidbrooke	Leeds
London	LS1 1LD
SE3 9LH	

Independent examiner

Stephen Procter

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is governed by the standard Sea Cadet regulations.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Leeds Unit 424 of the Sea Cadet Corps

Trustees' report (continued) for the year ended 31 March 2021

Objectives and activities

The charity's objects

The charitable purpose of the Unit (the Purpose) is 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).

The charity's main activities

A cadet training centre based on the Leeds/Liverpool Canal near Thwaites Mill. One of 400 spread across the UK. We currently have 60 cadets trained by 15 volunteers.

Public benefit statement

The Unit Management Team (UMT) continue to give due regard to the public benefit provided by the Unit in relation to the charitable purposes of the Sea Cadet movement as set out in the activities and achievements outlined in this report. 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:

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 waterborne 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.

Achievements and performance

For the majority of the financial year, the unit unfortunately has been closed due to COVID, with only a limited period of activity before closed due to the national lockdown.

During this time with the support of a small number of volunteers, the unit buildings have undergone much needed building work, which has meant not only is the unit better equipped for return to training, but also the annex that has been unfinished has now been completed and operational.

Additional energy saving features have been introduced like replacing the costly lighting for LED alternatives that give better light at reduced cost.

Other parts of the unit have had upgrades along with decoration in line with a central corporate image.

At the beginning of February there was a change in command with the old OIC CSgt (SCC) Gary Maindonald getting a promotion within the Sea Cadets and the post of OIC taken up by CPO (SCC) Rebecca Horner.

Hopefully the unit will be able to return to back to face to face training in the near future.

Covid-19

Although the unit has had to close for the majority of the financial year due to the coronavirus, we have been fortunate to have been able to receive the government and local grants to support organisations through this period. This has allowed us to undergo various repairs and enhancements to the unit buildings during this time.

The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to meet its liabilities as they fall due.

Leeds Unit 424 of the Sea Cadet Corps

Trustees' report (continued) for the year ended 31 March 2021

Financial review

Net payments for the year were £28, all relating to unrestricted funds.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £12,019.

The charity trustees' policy aims to maintain unrestricted reserves at a level equating to 3 months revenue payments in order to safeguard the Unit's ongoing activities from any unexpected fluctuations in income.

Signed on behalf of the board of trustees on 09/11/2021

Simon Dean (Trustee)

Leeds Unit 424 of the Sea Cadet Corps

Independent examiner's report to the trustees of Leeds Unit 424 of the Sea Cadet Corps

I report to the charity trustees on my examination of the accounts of the Trust for the year ended 31 March 2021, which are set out on pages 6 to 9.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- 2 the accounts do not accord with those records.

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.

Stephen Procter

03/12/2021

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Leeds Unit 424 of the Sea Cadet Corps

Receipts and payments account

for the year ended 31 March 2021

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Receipts					
Grants and donations	(2)	22,623	3,500	26,123	13,338
Cadet contributions		1,558	-	1,558	4,477
Fundraising and special events		3	-	3	1,542
Sales receipts		19	-	19	2,368
Course fees		-	-	-	6,655
Other income		3	-	3	635
Total receipts		<u>24,206</u>	<u>3,500</u>	<u>27,706</u>	<u>29,015</u>
Payments					
Fundraising and special events costs		37	-	37	274
Catering		46	-	46	750
Training courses		-	-	-	6,376
Items for resale		-	-	-	1,622
Utilities		2,218	-	2,218	4,303
Printing, postage and stationery		8	-	8	548
Phone and broadband		564	-	564	552
Building maintenance		20,714	-	20,714	739
Boat maintenance		-	-	-	125
Vehicle maintenance		904	-	904	576
Other equipment maintenance		112	-	112	-
Insurance		2,709	-	2,709	2,321
Equipment and resources		-	-	-	4,108
Professional fees		-	-	-	2,303
Independent examination of accounts		396	-	396	360
Other expenses		26	-	26	307
Total payments		<u>27,734</u>	<u>-</u>	<u>27,734</u>	<u>25,264</u>
Net receipts / (payments)		<u>(3,528)</u>	<u>3,500</u>	<u>(28)</u>	<u>3,751</u>
Transfers between funds		3,500	(3,500)	-	-
Net movement in funds after transfers		<u>(28)</u>	<u>-</u>	<u>(28)</u>	<u>3,751</u>
Fund balances brought forward		<u>12,047</u>	<u>-</u>	<u>12,047</u>	<u>8,296</u>
Fund balances carried forward	(3)	<u>12,019</u>	<u>-</u>	<u>12,019</u>	<u>12,047</u>

Leeds Unit 424 of the Sea Cadet Corps

Statement of assets and liabilities

as at 31 March 2021

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Lloyds Bank current account	1,683	-	1,683	436
Lloyds Bank savings account	9,775	-	9,775	10,889
HSBC current account 1	84	-	84	26
HSBC current account 2 (CO)	-	-	-	31
Soldo prepaid card	380	-	380	278
Cash in hand	97	-	97	387
Total cash funds	<u>12,019</u>	<u>-</u>	<u>12,019</u>	<u>12,047</u>

Assets retained for the charity's own use

The Unit owns a number of assets which are currently valued approximately as follows:

	£
Land and buildings	58,749
Boats	11,123
Computers and other equipment	7,552

Liabilities

	£
HR Fire and Safety	342
Independent examination	<u>396</u>
	<u>738</u>

Approval of the accounts

The financial statements were approved by the board of trustees on 09/11/2021

Simon Dean (Trustee)

Leeds Unit 424 of the Sea Cadet Corps

Notes to the accounts

for the year ended 31 March 2021

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Leeds Unit 424 of the Sea Cadet Corps
Notes to the accounts continued
for the year ended 31 March 2021

2 Grants and donations	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Sport England (Lottery)	-	3,500	3,500	7,500
Leeds City Council	19,431	-	19,431	1,585
Donations	3,192	-	3,192	4,253
	<u>22,623</u>	<u>3,500</u>	<u>26,123</u>	<u>13,338</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Sport England (Lottery)	<u>-</u>	<u>3,500</u>	<u>-</u>	<u>(3,500)</u>	<u>-</u>
	<u>-</u>	<u>3,500</u>	<u>-</u>	<u>(3,500)</u>	<u>-</u>

Fund name

Purpose of restriction

Sport England (Lottery)	Towards the costs of refurbishments. (Grant paid in arrears after work paid for from unrestricted funds, thus the transfer to reimburse these funds.)
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4 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.