

# **Leeds Unit 424 of the Sea Cadet Corps**

Charity number 523754

## **Annual Report and Financial Statements** **for the year ended 31 March 2022**



West Yorkshire Community Accounting Service

# **Leeds Unit 424 of the Sea Cadet Corps**

## **Annual Report and Financial Statements for the year ended 31 March 2022**

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**Prepared by West Yorkshire Community Accountancy Service CIO**

# **Leeds Unit 424 of the Sea Cadet Corps**

## **Trustees' report for the year ended 31 March 2022**

### **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:

<b>Name</b>	<b>Position</b>	<b>Dates</b>
Simon Dean	Chair	
Sarah Prollins	Secretary	Resigned 15 December 2021
Paul Wray	Treasurer	
Rev Alexander Buckley		
Liam Brook		
Zoe Corner	Secretary	Appointed 15 December 2021
Brian Haddington		Appointed 14 March 2022

<b>Charity number</b>	523754	Registered in England and Wales
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### **Registered and 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 Accountancy Service CIO**

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 2022**

### **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**

The unit returned to face-to-face training on the 15 April 2021 and apart from a few short periods of closure due to health and safety procedures to protect the whole unit after members reporting Covid-19 positive.

During the year the unit has continued with its refurbishment program in line with a central corporate image, and this is now nearly complete.

The unit is now an all-electric location after the removal of the LPG cylinder.

At the end of July 2021 CSgt (SCC) Liam Brook was appointed Office In Charge of the unit, additionally this was finalised to Commanding Officer in late January 2022.

The unit has continue to build on the face-to-face training, moving back to weekend events, although currently day run, but continuing to build on the cadet experience where possible.

#### **Financial review**

Net payments for the year were £3,610, all relating to unrestricted funds.

#### **Reserves policy**

The charity's free reserves at year end were £8,409.

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.

Approved by the board of trustees on 19/10/2022

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 charity for the year ended 31 March 2022, which are set out on pages 5 to 8.

#### **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 charity'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

19/10/2022

#### **West Yorkshire Community Accountancy Service CIO**

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 2022

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
<b>Receipts</b>					
Grants and donations	(2)	14,128	2,100	16,228	26,123
Cadet contributions		4,452	-	4,452	1,558
Fundraising and special events		-	-	-	3
Sales receipts		1,284	-	1,284	19
Course fees		2,920	-	2,920	-
Rents and room hires		1,959	-	1,959	-
Other income		1	-	1	3
<b>Total receipts</b>		<u>24,744</u>	<u>2,100</u>	<u>26,844</u>	<u>27,706</u>
<b>Payments</b>					
Fundraising and special events costs		-	-	-	37
Catering		346	-	346	46
Training courses		2,285	-	2,285	-
Items for resale		1,127	-	1,127	-
Utilities		2,762	-	2,762	2,218
Printing, postage and stationery		1,777	-	1,777	8
Phone and broadband		432	-	432	564
Building maintenance		5,286	-	5,286	20,714
Boat maintenance		448	-	448	-
Vehicle maintenance		1,196	-	1,196	904
Other equipment maintenance		-	-	-	112
Insurance		3,081	-	3,081	2,709
Equipment and resources		7,760	2,100	9,860	-
Fuel and travel		532	-	532	-
Independent examination of accounts		396	-	396	396
Other expenses		926	-	926	26
<b>Total payments</b>		<u>28,354</u>	<u>2,100</u>	<u>30,454</u>	<u>27,734</u>
<b>Net income / (expenditure)</b>		<u>(3,610)</u>	<u>-</u>	<u>(3,610)</u>	<u>(28)</u>
<b>Fund balances brought forward</b>		<u>12,019</u>	<u>-</u>	<u>12,019</u>	<u>12,047</u>
<b>Fund balances carried forward</b>	(3)	<u>8,409</u>	<u>-</u>	<u>8,409</u>	<u>12,019</u>

# Leeds Unit 424 of the Sea Cadet Corps

## Statement of assets and liabilities

as at 31 March 2022

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Cash funds</b>				
Lloyds Bank current account	2,245	-	2,245	1,683
Lloyds Bank savings account	5,916	-	5,916	9,775
HSBC current account	-	-	-	84
Soldo prepaid card	148	-	148	380
Cash in hand	100	-	100	97
<b>Total cash funds</b>	<b>8,409</b>	<b>-</b>	<b>8,409</b>	<b>12,019</b>

## 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

	£
Independent examination	396
	<u>396</u>

The financial statements were approved by the board of trustees on 19/10/2022

Simon Dean (Trustee)

# **Leeds Unit 424 of the Sea Cadet Corps**

## **Notes to the accounts**

### **for the year ended 31 March 2022**

#### **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 2022**

<b>2 Grants and donations</b>	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Sport England (Lottery)	-	-	-	3,500
Leeds City Council	10,667	2,100	12,767	19,431
Freemasons	2,000	-	2,000	-
Other donations	1,461	-	1,461	3,192
	<u>14,128</u>	<u>2,100</u>	<u>16,228</u>	<u>26,123</u>

<b>3 Restricted funds</b>	Receipts £	Payments £	Transfers £	Balance c/f £
Leeds City Council	<u>2,100</u>	<u>2,100</u>	<u>-</u>	<u>-</u>
	<u>2,100</u>	<u>2,100</u>	<u>-</u>	<u>-</u>

**Fund name**

**Purpose of restriction**

Leeds City Council

Towards equipment and work in the galley.

**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.