

## SET - UP PAGE

Please enter the relevant data into the cells shaded

DIUF

UNIT NAME
PORT TALBOT
CHARITY NUMBER
524229
YEAR ENDING
2021

RECONCILIATION	
Opening Balances	
£8,270.39	Bank Account
£1,733.19	Saving Account
£269.13	Petty Cash
£10,272.71	Total Opening Balance at 1st April 2020
Closing Balances	
£29,354.00	Bank Account
£1,733.19	Saving Account
£201.77	Petty Cash
£31,288.96	Total Closing Balance at 31st March 2021
£31,270.47	Closing Balance per A3 Report
£18.49	Error in data entry

THE SEA CADETS		Form	
ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT		SCC A3 (R&P)	
RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March		Apr-19	
(*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			
Unit Name: PORT TALBOT	Charity No: 524229		
Fund-name/purpose (if not held for the Unit's general purposes):-		THIS YEAR	LAST YEAR
		£	£
	Notes		
<b>REVENUE RECEIPTS –</b>			
ANNUAL FUND/DIRECT GRANT	Annual/WM/Digital Grants	£5,600.00	£0.00
SCAVA (Sea Cadet Victualling Allowance)		£0.00	£550.78
OTHER GRANTS	Sml Business grants &	£32,000.00	£5,488.80
CADET CONTRIBUTIONS	Via Local Giving	£129.31	£568.00
OTHER DONATIONS / LEGACIES	Local Giving top up	£86.69	£1,741.77
FUNDRAISING & SPECIAL EVENTS PROCEEDS	Easy Fundraising	£35.75	£5,965.14
<b>OTHER CHARITABLE ACTIVITIES:</b>			
COMPETITION RECEIPTS		£0.00	£0.00
COURSE FEES	Course fee refund	£80.00	£337.50
SUNDRY SALES RECEIPTS		£0.00	£440.50
BANK DEPOSIT INTEREST		£0.00	£0.00
PROPERTY RENTS (includes any occasional		£0.00	£2,559.50
OTHER REVENUE RECEIPTS	Refunds	£272.12	£1,069.15
<b>TOTAL REVENUE RECEIPTS</b>	<b>A</b>	<b>£38,203.87</b>	<b>£18,721.14</b>
<b>NON-REVENUE RECEIPTS –</b>			
PROCEEDS FROM SALES OF OTHER FIXED	Auctions & Scrap Metal	£811.40	£0.00
<b>TOTAL NON-REVENUE RECEIPTS</b>	<b>B</b>	<b>£811.40</b>	<b>£0.00</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>£39,015.27</b>	<b>£18,721.14</b>
<b>Reconciliation:-</b>			
<b>NET CHANGE FOR YEAR IN CASH/BANK BALANCE:-</b>			
- REVENUE ITEMS (= A – D from page AC2)	<b>G</b>	£20,186.36	£18,721.14
- NON-REVENUE ITEMS (= B – E from page AC2)	<b>H</b>	£811.40	£0.00
- COMBINED (=G+H)		£20,997.76	£18,721.14
<b>CASH/BANK BALANCE FROM LAST YEAR-END</b>		£10,272.71	£0.00
<b>CASH/BANK BALANCE AT THIS YEAR-END</b>	<b>2021</b>	<b>£31,270.47</b>	£10,272.71
<b>AC1</b>			

**THE SEA CADETS**

**ANNUAL STATEMENT OF ACCOUNT\* FOR THE UNIT**

**RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March**

(\*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

Form  
SCC A3 (R&P)  
Apr-19

**Unit Name:** PORT TALBOT

**Charity No:** 524229

**Fund-name/purpose** (if not held for the Unit's general purposes):-

**Notes**

**THIS  
YEAR  
£**

**LAST  
YEAR  
£**

**REVENUE PAYMENTS –**

**DIRECT CHARITABLE ACTIVITY COSTS:**

FUNDRAISING & SPECIAL EVENTS COSTS  
COMPETITION COSTS  
FUEL & TRAVEL COSTS  
CATERING COSTS  
TRAINING COURSES COSTS  
ARTICLES PURCHASED FOR RESALE

	£0.00	£609.02
	£0.00	£65.00
	£0.00	£420.37
	£0.00	£232.27
Course Fee Refunded to	£80.00	£408.50
	£0.00	£920.18

**OVERHEAD COSTS FOR:**

RENT / COUNCIL TAX  
HEAT, LIGHT & WATER  
TELEPHONE & BROADBAND  
OFFICE SUPPLIES, POSTAGE & PRINTING

	£337.50	£337.50
	£1,207.54	£2,615.11
	£352.89	£759.26
	£35.18	£131.11

**MAINTENANCE COSTS FOR:**

BUILDINGS & ESTATE  
BOATS  
VEHICLES  
OTHER MISC EQUIPMENT  
INSURANCE COSTS  
BANK INTEREST & CHARGES

	£9,454.95	£2,150.65
	£35.15	£509.50
	£0.00	£0.00
	£3,664.70	£5,517.54
	£2,849.60	£2,750.90
	£0.00	£4.00

**CHARITY GOVERNANCE COSTS:**

FOR ACCOUNTS/AUDIT OR INDEPENDENT EXAMINATION  
FOR OTHER PROFESSIONAL FEES  
FOR LEGAL ADVICE (for constitution or trustees)  
OTHER REVENUE COSTS

	£0.00	£0.00
	£0.00	£0.00
	£0.00	£0.00
	£0.00	£0.00

**TOTAL REVENUE PAYMENTS**

**D**

**£18,017.51    £17,430.91**

**NON-REVENUE PAYMENTS –**

ASSETS

	£0.00	£0.00
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**TOTAL NON-REVENUE  
TOTAL PAYMENTS (=D+E)**

**E**

**F**

£0.00	£0.00
<b>£18,017.51</b>	<b>£17,430.91</b>

(\*Attach that Fund's similar Account of Payments as page AC2A, and so on)

**AC2**



<b>THE SEA CADETS</b> <b>ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT</b> <b>RECEIPTS &amp; PAYMENTS ACCOUNT for year ended 31 March</b>		Form SCC A3 (R&P) Apr-19
(*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		
<b>Unit Name:</b> PORT TALBOT	<b>Charity No:</b> 524229	
Unit address (or address for correspondence):-		
House name:		
Street and No:	8 Channel View	
Area or Estate	Aberavon	
Town/City:	Port Talbot	
County	West Glamorgan	
Post Code:	SA12 6JG	
Unit Management Team members (the 'charity trustees') at date of signing Report:-		
Jeffery Penfold	Eryl Ring	
Robert Stratford	Rhodri Thomas	
Christopher Owen		
Ann Thomas		
M S Claire Hopkins		
Susan Summerfield		
Names of any other persons who were charity trustees of the Unit at any time in the financial year:-		
Mark White		
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) [ <u>not</u> : 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>		
To Fund Raise and provide a safe, secure environment for the Cadets and Volunteers. While helping our local community and other local charities with their fund raising: ie. The Royal British Legion Poppy Appeal and Clic Sargent via Morrisons Supermarket Community Champion. Hence, raising the profile 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.		

# THE SEA CADETS

## ANNUAL STATEMENT OF ACCOUNT\* FOR THE UNIT

### RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March

(\*Units in Scotland: This Statement's form and content and its scrutiny are governed by Regulations – SSI 2006/218)

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Form

SCC A3 (R&P)

Apr-19

**Unit Name:** PORT TALBOT

**Charity No:** 524229

#### Reserves Policy

The charity trustees' policy aims to maintain unrestricted reserves at a level [redacted] months revenue payments in order to safeguard the Unit's ongoing activities from any unexpected fluctuations in Year-end reserves amounted £15,000.00 [redacted] months' on that basis.

[Delete this section if not applicable]

The Unit holds [redacted] in designated funds representing fixed assets needed for future activities and [redacted] for future projects to be carried out in [redacted] as currently planned/expected

[Delete this section unless the Unit has a Restricted Fund in deficit]

A restricted fund held for the purpose of [redacted] was in deficit to the extent of [redacted] 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 Team:

11/11/2021

Susan Summerfield

Unit Treasurer

M S Claire Hopkins

Unit Chairman

Connor Walters

Independent Examiner

**Note:** The statutory audit or independent examination report on this Statement of Account must be attached.

AC5