



Trustees' Annual Report for the period

From 01/04/2023 Period start date To 31/03/2024 Period end date

Charity name: PORT TALBOT UNIT 537 OF THE SEA CADET CORPS

Charity registration number: 524229

Objectives and Activities

SORP reference	Para 1.17	Our aim is to give young people the best possible start in life through nautical adventure & fun based on the traditions of the Royal Navy
Summary of the purposes of the charity as set out in its governing document	Para 1.17 and 1.19	Provides Education/training In Amateur Sports Recreation Helps Children/young People and adult volunteers
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.18	The Trustees continually follow all Charity commission guidance and guidelines
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit		

Additional information (optional)
You may choose to include further statements where relevant about:

SORP reference	Para 1.38	Port Talbot Sea Cadet unit, do not provide any grant making, Therefore we have no policy to cover grant making.
Policy on grant making	Para 1.38	Port Talbot Sea cadet unit's funding is used solely to operate the charity running costs We are a non-profit organisation
Policy on social investment including program related investment	Para 1.38	The contribution made by our volunteers is their time, in the amount of hours they dedicate to the organisation
Contribution made by volunteers		
Other		N/A

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The Chaitry provides opportunities to children & young people from the ages of 9 years to 17 years.</p> <p>These we feel are opportunities they would not benefit from without being part of our organisation.</p> <p>We provide fun with sailing, windsurfing many different aspects of boating, which in normal circumstances these children/young people would not have the opportunity to experience.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	<p>We have a trustee, who is tasked with sourcing grants for the unit to carry it activities and to carry on being a vital part of community</p>
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	With the help of grants, the charity has continued to operate successfully
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	As set out by the MSSC (our governing body) a reserve of 1 years running costs needs to be maintained.
Amount of reserves held	Para 1.22	£12,000 approx
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	With a strong team of Trustees and volunteers we have no concerns

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Sea Cadet Constitution
How is the charity constituted? (trust deed, royal charter)	Para 1.25	Governed by the MSSC (Marine Society Sea Cadets)
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustee's are elected annually at an AGM

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	PORT TALBOT UNIT 537 OF THE SEA CADET CORPS
Other name the charity uses	Port Talbot Sea Cadets
Registered charity number	524229
Charity's principal address	The Old Harbour House The Docks PORT TALBOT West Glamorgan SA13 1RH

Names of the charity trustees who manage the charity

[illegible]

Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

N/A	Description of the assets held in this capacity
N/A	Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects
N/A	Details of arrangements for safe custody and segregation of such assets from the charity's own assets

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Exemptions from disclosure

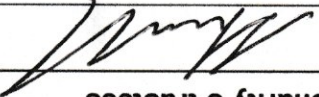
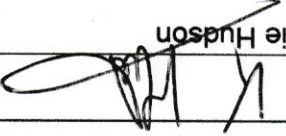
Reason for non-disclosure of key personnel details

Other optional information

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

	Signature(s)	Susan Summerfield	Full name(s)
		Kellie Hudson	
	Treasurer	Vice Chair	Position (eg Secretary, Chair, etc)
			Date
			01/10/2024

SET - UP PAGE

Please enter the relevant data into the cells shaded
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UNIT NAME	RECONCILIATION	
PORT TALBOT	Opening Balances	
CHARITY NUMBER	£21,859.05	Bank Account
524229	£1,494.44	Saving Account
YEAR ENDING	£379.83	Petty Cash
2024	£23,733.32	Total Opening Balance at 1st April 2023
	Closing Balances	
	£31,692.93	Bank Account
	£2,214.44	Saving Account
	£65.06	Petty Cash
	£33,972.43	Total Closing Balance at 31st March 2024
	£32,894.37	Closing Balance per A3 Report
	£1,078.06	Error in data entry

THE SEA CADETS ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March		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					
Unit Name: PORT TALBOT		Charity No: 524229			
Fund-name/purpose (if not held for the Unit's <u>general</u> purposes):- <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		THIS YEAR £	LAST YEAR £		
Notes					
<u>REVENUE RECEIPTS –</u>					
ANNUAL FUND/DIRECT GRANT		£1,230.00	£0.00		
SCAVA (Sea Cadet Victualling Allowance)		£0.00	£0.00		
OTHER GRANTS		£20,090.00	£500.00		
CADET CONTRIBUTIONS		£2,647.73	£1,829.38		
OTHER DONATIONS / LEGACIES		£1,358.32	£2,460.00		
FUNDRAISING & SPECIAL EVENTS PROCEEDS		£66.60	£1,031.59		
<u>OTHER CHARITABLE ACTIVITIES:</u>					
COMPETITION RECEIPTS		£0.00	£0.00		
COURSE FEES		£471.31	£310.00		
SUNDRY SALES RECEIPTS		£1,100.00	£445.00		
BANK DEPOSIT INTEREST		£0.00	£0.00		
PROPERTY RENTS (includes any occasional		£272.00	£0.00		
OTHER REVENUE RECEIPTS		£958.22	£776.00		
TOTAL REVENUE RECEIPTS		A	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">£28,194.18</td> <td style="text-align: right;">£7,351.97</td> </tr> </table>	£28,194.18	£7,351.97
£28,194.18	£7,351.97				
<u>NON-REVENUE RECEIPTS –</u>					
PROCEEDS FROM SALES OF OTHER FIXED ASSETS		£0.00	£0.00		
TOTAL NON-REVENUE RECEIPTS		B	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£0.00</td> </tr> </table>	£0.00	£0.00
£0.00	£0.00				
(#Attach that Fund's similar Account of Receipts as page AC1A, and so on)					
TOTAL RECEIPTS = A + B		C	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">£28,194.18</td> <td style="text-align: right;">£7,351.97</td> </tr> </table>	£28,194.18	£7,351.97
£28,194.18	£7,351.97				
<u>Reconciliation:-</u>					
<u>NET CHANGE FOR YEAR IN CASH/BANK BALANCE:-</u>					
- REVENUE ITEMS (= A – D from page AC2)		£9,161.05	£7,351.97		
- NON-REVENUE ITEMS (= B – E from page AC2)		£0.00	£0.00		
- COMBINED (=G+H)		£9,161.05	£7,351.97		
CASH/BANK BALANCE FROM LAST YEAR-END		£23,733.32	£0.00		
CASH/BANK BALANCE AT THIS YEAR-END		2024	£32,894.37		
			£23,733.32		
AC1					

THE SEA CADETS

ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT

RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March

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

Unit Name: PORT TALBOT	Charity No: 524229
Fund-name/purpose (if not held for the Unit's <u>general</u> purposes):-	
Notes	

THIS YEAR £	LAST YEAR £
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REVENUE PAYMENTS –

DIRECT CHARITABLE ACTIVITY COSTS:

FUNDRAISING & SPECIAL EVENTS COSTS	Petty cash to bank	£1,219.26	£0.00
COMPETITION COSTS	MSSC CHARGE	£100.00	£100.00
FUEL & TRAVEL COSTS		£170.01	£0.00
CATERING COSTS	Inc Halloween & Christmas	£601.13	£91.25
TRAINING COURSES COSTS		£0.00	£310.00
ARTICLES PURCHASED FOR RESALE		£0.00	£0.00

OVERHEAD COSTS FOR:

RENT / COUNCIL TAX		£330.00	£330.00
HEAT, LIGHT & WATER		£2,711.43	£1,855.11
TELEPHONE & BROADBAND		£331.43	£290.11
OFFICE SUPPLIES, POSTAGE & PRINTING		£972.67	£50.40

MAINTENANCE COSTS FOR:

BUILDINGS & ESTATE		£3,916.04	£2,039.00
BOATS		£1,405.24	£957.98
VEHICLES		£0.00	£0.00
OTHER MISC EQUIPMENT		£3,218.82	£1,052.01
INSURANCE COSTS		£4,057.10	£3,310.70
BANK INTEREST & CHARGES		£0.00	£0.00

CHARITY GOVERNANCE COSTS:

FOR ACCOUNTS/AUDIT OR INDEPENDENT EXAMINATION		£0.00	£0.00
FOR OTHER PROFESSIONAL FEES		£0.00	£0.00
FOR LEGAL ADVICE (for constitution or trustees)		£0.00	£0.00
OTHER REVENUE COSTS		£0.00	£0.00
TOTAL REVENUE PAYMENTS	D	£19,033.13	£10,386.56

NON-REVENUE PAYMENTS –

ASSETS		£0.00	£0.00
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TOTAL NON-REVENUE PAYMENTS	E	£0.00	£0.00
TOTAL PAYMENTS (=D+E)	F	£19,033.13	£10,386.56

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

AC2

THE SEA CADETS ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March		Form SCC A3 (R&P) Apr-19	
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Unit Name: PORT TALBOT		Charity No: 524229	
In E&W: STATEMENT OF ASSETS & LIABILITIES (English/Welsh Units: <u>No</u> valuations/costs or accounts notes required)		Name of Fund <div style="border: 1px solid black; padding: 2px;">if restricted</div>	THIS YEAR £
ASSETS: CASH/BANK BALANCE(S) AT YEAR-END (from page AC1)			LAST YEAR £
BANK DEPOSITS (if any) not included above			
LOANS RECOVERABLE			
OTHER DEBTS (total recoverable – exclude any “accruals”)			
*STOCKS OF ITEMS FOR RESALE (total cost)			
INVESTMENTS (present value of securities &c)			
INVESTMENTS (ditto – belonging to a Restricted Fund, if			
*OTHER FIXED ASSETS: - LAND & BUILDINGS			
- BOATS			
- VEHICLES			
- COMPUTERS & OTHER EQUIPMENT			
*For all these items (including any gifts at estimated value when given) state their total <u>present value</u> here if lower than as above		[]	[]
LIABILITIES LOANS REPAYABLE			
OTHER CREDITORS (total payable – exclude any “accruals”)			
CONTINGENT LIABILITIES (estimated total amount)			
[Scottish] ACCOUNTS NOTES* (if not within Annual Report) For any <u>separate</u> Receipts & Payments Account included in this Statement of Account: the nature and purpose of each Fund accounted for and the legal restrictions on its use Total number and amount of any grants paid to (i) individuals and (ii) institutions, analysed by type of activity or project Amount of trustee remuneration (inc. to connected persons) paid and the legal authority for it Amount of any trustee expenses reimbursed and for how many trustees Amount and nature of any other trustee-transactions (including with connected persons, stating the relationship) - together with any amount owing at the year-end (say if none) Any further information that ‘may reasonably assist’ a reader’s		Give page no(s). - or say if none (or say if none) (or say if none) (or say if none) Give page no(s).	<div style="text-align: center;">[Amounts]</div> <div style="text-align: center;">Particulars</div> <div style="border: 1px solid black; height: 100px; margin-top: 5px;"></div> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">Authority:</div> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">For how many:</div> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">Nature:</div> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">- or say if none</div>
(*Show details on an extra attached (numbered) page if necessary)			
.....Unit Treasurer			
.....Unit Chairman			
Signed as authorised by the Unit’s Management Committee - Date:		<div style="border: 1px solid black; padding: 5px; display: inline-block;">31 July 2024</div>	
Note: The statutory audit or independent examination report on this Statement of Account must be attached.			
AC3			

THE SEA CADETS ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March		Form SCC A3 (R&P) Apr-19																		
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Unit Name: PORT TALBOT	Charity No: 524229																			
Unit address (or address for correspondence):- <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">House name:</td> <td></td> </tr> <tr> <td>Street and No:</td> <td>12 Victoria Road</td> </tr> <tr> <td>Area or Estate</td> <td>Sandfields</td> </tr> <tr> <td>Town/City:</td> <td>Port talbot</td> </tr> <tr> <td>County</td> <td>West Glamorgan</td> </tr> <tr> <td>Post Code:</td> <td>SA12 6AD</td> </tr> </table>			House name:		Street and No:	12 Victoria Road	Area or Estate	Sandfields	Town/City:	Port talbot	County	West Glamorgan	Post Code:	SA12 6AD						
House name:																				
Street and No:	12 Victoria Road																			
Area or Estate	Sandfields																			
Town/City:	Port talbot																			
County	West Glamorgan																			
Post Code:	SA12 6AD																			
Unit Management Team members (the 'charity trustees') at date of signing Report:- <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Claire Hopkins</td> <td style="width: 33%;">Morgan Williams</td> <td style="width: 33%;"></td> </tr> <tr> <td>Kellie Hudson</td> <td></td> <td></td> </tr> <tr> <td>Tym Harvey</td> <td></td> <td></td> </tr> <tr> <td>Sue Summerfield</td> <td></td> <td></td> </tr> <tr> <td>Jonathon Williams</td> <td></td> <td></td> </tr> <tr> <td>Jayne Burton</td> <td></td> <td></td> </tr> </table>			Claire Hopkins	Morgan Williams		Kellie Hudson			Tym Harvey			Sue Summerfield			Jonathon Williams			Jayne Burton		
Claire Hopkins	Morgan Williams																			
Kellie Hudson																				
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Jonathon Williams																				
Jayne Burton																				
Names of any other persons who were charity trustees of the Unit at any time in the financial year:- <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Miles Pateman</td> <td style="width: 33%;"></td> <td style="width: 33%;"></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </table>			Miles Pateman																	
Miles Pateman																				
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]:- <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;"></td> <td style="width: 33%;"></td> <td style="width: 33%;"></td> </tr> </table>																				
Nature and date of the Unit's constitution (governing document):- Governed by Sea Cadet Standard Constitution																				
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:-																				
<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>																				
The Unit's charitable purpose(s) as set out in its constitution 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 Unit's main activities and achievements in the financial year were:- Securing a good amount of grants in order to carry much needed work with the sea cadet unit buildings to promote a better environment and enhance health and safety.																				
Public Benefit 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"> 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.																				

THE SEA CADETS

ANNUAL STATEMENT OF ACCOUNT* FOR THE UNIT

RECEIPTS & PAYMENTS ACCOUNT for year ended 31 March

Form
SCC A3 (R&P)
Apr-19

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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

Reserves Policy

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

[Delete this section if not applicable]

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

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

A restricted fund held for the purpose of was in deficit to the extent of 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:

31st July
2024

Susan Summerfiel

Unit Treasurer

Kellie Hudson (Vice Chair)

Unit Chairman

Connor Walters

Independent Examiner

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

AC5



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Port Talbot Unit 537 of the Sea Cadet Corps

On accounts for the year
ended

31st March 2024

Charity no
(if any)

524229

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 / 03 / 2024.

Responsibilities and
basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

30 / 09 / 2024

Name:

Connor Walters

Relevant professional
qualification(s) or body
(if any):

Address:

6 Nicholas Road

Glais. Swansea. SA7 9HA

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.