



SWANSEA UNIT 331 OF THE SEA CADET CORPS

TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

REGISTERED CHARITY NUMBER: 524248

Contents

	<u>Page No</u>
Report of the Trustees	1
Organisational Achievements and performance	2
Legal and Administrative Information	5
Acknowledgements	6
Report of the Independent Examiner	7
Receipts and Payment Accounts	8
Statement of Assets and Liabilities	9
Appendix 1– Misc. Costs included in the Summary	10

REPORT of the TRUSTEES of SWANSEA UNIT 331 of the SEA CADET CORPS

The Charity Trustees present their report together with the financial statements of the charity for the year ended 31st March 2025. The financial statements comply with both the Charity's Constitution and the Charities Act 2011.

Aim of the Sea Cadet Corps

The aim of the Sea Cadets Corps is to give young people the best possible head start in life, through nautical adventure and fun.

Charitable Purpose

The charitable purpose of the Unit is to promote the development of young people in achieving their physical, intellectual, and social potential as individuals and as responsible citizens. This is achieved by the provision of education and leisure time activities using a nautical theme, based on the traditions of the Royal Navy and in accordance with the principles, ethos and practices of the Marine Society & Sea Cadets (MSSC).

In furtherance of the Purpose, the Unit offers young people a structured environment in which to develop; provides access to education and training including sailing, rowing, windsurfing, paddle sports, power boating, seamanship, navigation, marine engineering, cooking, music, first aid, drill, piping, and public services; it provides opportunities for young people to obtain a range of qualifications and a wide range of opportunities for community involvement.

Public Benefit

The trustees continue to give regard to the Charity Commission's general guidance on public benefit 'Charities and Public Benefit' provided by the Unit in relation to the charitable purpose of the Sea Cadets movement as set out in the activities and achievements outlined in this report.

To achieve its aim the Unit encourages recruitment of young people from all backgrounds and abilities including where possible, and within the realms of Health and Safety, those with disabilities and develops their skills and abilities by:

- Regular structured activities with a nautical theme.
- Enabling young people to take part in activities connected with the wider Sea Cadet Corps.
- Movement such as waterborne activities, events and competitions at district, area and national levels.
- Availability of formal achievements whilst completing courses to earn badges and promotions.

Organisational Achievements and Performance

Chair's Report

The UMT has maintained a cadre of 8 personnel who regularly attend the meetings.

Various fundraising initiatives were conducted to support the upgrade to the galley plus head & bathrooms. The two events of note for raising funds were a 60 mile Gower coastline walk over two days in July 24 and a Winter Ball in November 24. Once the galley and heads/bathrooms are complete, the plan will then be to paint all classrooms as well as investigating upgrading the IT equipment.

There are still many opportunities for Swansea Sea Cadets to showcase in the City and County of Swansea by attending the many events hosted throughout the year. In April 2026 the council are going to offer the Freedom of the City to TS AJAX after being a mainstay for 90 years. Planning has already begun and the aspiration is to utilise Weston Super Mare SCC band.

Recruitment must be investigated as a matter of urgency by visiting more locals schools to increase the numbers. There is capacity in the unit for more Junior and Sea Cadets to attend to experience the wonderful world of the Sea Cadets.

Finally I would like thank CPO Tom Cowles for being the Commanding Officer for his time in post and wish him all the success in his next appointment in the MSSC.

Commanding Officer's Report

Our plans for senior cadet development, started late 2023, saw results with 4 cadets promoted to Leading Cadet and one cadet promoted to Petty Officer Cadet. We are now working with the LCs on their promotion to POC.

Our start to the boating season was slow due to a combination of our Cheverton Champ being taken for its survey, and due to issues with it, being away a considerable period of time, bad weather at the start of the season, and works ongoing in Swansea Marina. Most of the boating at the start of the season had to take place away from the unit which is unusual for Swansea unit. The start of this year's boating season has also been held up due to storm damage of Marina Infrastructure meaning we are unable to use the water outside of the unit.

The unit's boating fleet has been expanded with the purchase of additional kayaks – which will be put to use as soon as possible.

We opened our new Junior Sea Cadet Section, which has seen a number of 9-year-olds joining the unit.

We have added to our instructors with a new volunteer joining us, an ex-cadet who turned 18 joining us, and two further instructors are in the process of joining the unit, one of whom is going to take the role of Admin Officer.

The unit has continued to be active in the Duke of Edinburgh's Award scheme with PO Mark Grindrod supporting not only the unit, but the wider District. All eligible cadets are enrolled on to the DofE scheme and are completing the sections regularly.

The unit has taken part in most competitions, with our aim being to have at least one team in every competition at district level. The unit went to the National Drill competition coming in third place.

POC Keira Davies has been appointed as one of HM Lord Lieutenant's Cadets for West Glamorgan and LC Sally Corbett was appointed as Lord Mayor's Cadet for the City and County of Swansea. Captain Brian Thorne, the unit president, was awarded a Lord Lieutenant's Certificate of Merit.

Review of last year's aims:

1. *Promote at least one LC to POC*

LC Keira Davies was promoted to POC.

2. *Increase number of Junior Cadets*

We opened a new Junior Sea Cadet Section to 9-year-old cadets. A large number of our JSCs have stayed with us as Blue Jackets on turning 12. We have been invited to Waun Wen Primary school in the summer term for their activities day and are hoping to get in to other schools hosting similar activities.

3. *Continue building improvement works*

Plans for the improvement of the heads and galley are in place and UMT have permissions to extend the time scales from the Premises Fund grant. External lighting has been installed, and work has been carried out at the boathouse.

Financial Review

The Charity continued to achieve a sound financial position throughout the 2024 / 2025 financial year.

Income of **£31.1 k** was down from £51.3 k last year. However last year's figure included £32.2 k for improvement grants. This year's figure came from allowing others to use the Unit (£7.9 k), fundraising activities (£6.4 k), subscriptions (£4.9 k), generous donations (£4.0 k), Gift Aid (£3.1 k), a grant to set up a new Junior Section (£1.0 k) plus £3.8 k from a variety of other sources.

Expenditure of **£21.7 k** was down from £54.1 k last year. The price of gas and electricity reduced to £3.3 k, down from the last year's exceptionally high £5.9 k. New external lighting cost £1.5 k for which we had a grant last year. The very profitable Summer Ball had a cost of £3.3 k. Insurance (£2.8 k) and telephone & broadband (£2.1 k) were the other main expenses.

The cash in bank position increased by £9.3 k from £25.8 k at the end of last year to **£35.1 k** at the end of this year; a very sound position. In addition, we have secured **£40.0k** worth of grants which will be paid to us when we make significant improvements to the Unit's galley.

The Charity uses premises leased from the City and Council of Swansea at no cost but which it has to maintain.

The Charity continues to seek additional charitable funding in order to properly finance its charitable activities.

Reserves Policy

The trustees continue to review the charity's requirements for reserves in light of the main risk to the organisation, that being a reduction of income. A review during the year established a policy whereby the reserves which are not invested in tangible fixed assets held by the Unit, should be held at £15 k which is equivalent to circa 18 months of the charity's overhead costs.

The level of these reserves has been determined by the need to meet the working capital requirements of the charity and also for the charity to carry out all of its legal obligations.

At the end of March 2025, the total of the charity's cash reserves stood at £30,085: all unrestricted.

The financial strategy of the trustees continues to be that of building the reserves which will be achieved by continually reviewing overheads, exploring additional means of income and further fundraising.

Structure, Governance and Management

Units of the SCC are formed solely by volunteers in local communities. Each Unit is a self-supporting youth organisation and an independent charity with a central support management and training structure provided primarily by the Marine Society and Sea Cadets (MSSC). The unit becomes a part of the SCC by virtue of its affiliation to the MSSC, the parent body of the SCC. In accepting this affiliation, the unit undertakes to comply with all regulations issued by, or on behalf of, the MSSC Council.

Recruitment and Appointment of the Trustees

Trustees serve and are re-elected on an annual basis. A minimum of 4 office holders: Chair, Secretary, Treasurer and Commanding Officer. UMT office holders are elected at the first meeting following the Annual General Meeting (AGM). UMT members are elected from the membership of the Sea Cadets Unit which is drawn loosely from those with an interest in the Unit. The constitution lays down specific controls for UMT membership and these will be observed for all future recruitment.

In the event of a vacancy arising during the year (known as a casual vacancy), the trustees have the power to appoint new trustees. A trustee will serve until the date of the next AGM, after which the post will be filled by election.

The trustees are represented by a wide range of individuals from various aspects of the community. Trustees have the power to appoint additional trustees to act jointly with them for all purposes. A trustee whose term of office has expired can be appointed for a further term of office.

Responsibilities of the Trustees

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charity (Accounts Reports) Regulations 2008. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees and signed on its behalf on 24 July, 2025.

Andrew Davies, Chair of the Board of Trustees

Legal and Administrative Information

Charity Details:

Charity Name:	Swansea Unit 331 of the Sea Cadets Corps
Charity Status:	Unincorporated
Registered Charity No:	524248
Registered Office and Operational Address:	Swansea Sea Cadets, TS Ajax, Pilot House Wharf, Maritime Quarter, Swansea SA1 1UN
Telephone Number	01792 650763

Trustees:

Chair:	Andrew Davies
Treasurer:	Robert Denley
Secretary:	Caron Flynn
Trustees:	Tom Cowles, Russell Davies, Helen Short, Weixin Liu, James Springle.

[Some are de-facto trustees and in the process of being registered]

President: Brian Thorne

Holding (Custodian) Trustees: The Marine Society & Sea Cadets (MSSC)

Independent Examiner: Antony Caccavale

Banks: HSBC & Lloyds

Acknowledgements

Swansea Unit 331 of the Sea Cadets Corps would like to publicly acknowledge and thank the following organisations and donors for their financial support during 2024 / 2025.

List of benefactors;

- City & County of Swansea
- Claire Bevan

No final report would be complete without acknowledging the efforts and dedicated service of the adult volunteers who make the unit a success. For any Sea Cadet Unit to succeed it is fully reliant on its teams to work together. Our uniformed and civilian instructors, management team and unit assistants all have one common aim, that of delivering the best experience for our young people.

In this modern age, time is a precious commodity and like with all teachers and trainers, there is a lot goes on behind the scenes, outside of parade times and over weekends, that is not observed but makes the difference.

Thank you for your commitment and continued support.

**INDEPENDENT EXAMINER'S REPORT to the TRUSTEES of
SWANSEA UNIT 331 of the SEA CADET CORPS.**

I report on the financial statements of Swansea (Unit 331) of the Sea Cadets Corps for the year ended 31st March 2025 which are set out on the following 2 pages.

Responsibilities and basis of report

As the charity trustees of the Trust, 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 carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records.

Independent examiner's statement

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Antony Caccavale

Date: 25 June 2025

Oaktree Villa,
47 Heol Hen,
Llanelli,
SA14 9DG

SWANSEA UNIT 331 of the SEA CADET CORPS

Receipts and Payments Account for the period 1st April 2024 – 31st March 2025

STATEMENT OF FINANCIAL ACTIVITIES - YEAR ENDING 31st March 2025

	2025	2024
INCOMING RESOURCES		
Donations	£6,242.20	£3,006.76
Grants	£1,000.00	£32,230.00
Events	£885.50	£2,840.22
Subscriptions, etc	£4,941.20	£6,898.65
Contributions - Uniforms & Badges	£244.00	Incl in Subs
Gift Aid - HMRC	£3,105.08	£0.00
Heat & Light Refund	£301.91	-
MSSC Contributions - Competitions, courses	-	£376.00
MSSC Contributions - Cadet Travel	£1,355.30	£780.35
Rental of Unit	£7,920.00	£4,560.00
Summer Ball	£4,212.95	-
Area Staff Dinner	£611.00	£620.00
Miscellaneous – <i>Sale of old kit</i>	£235.00	-
TOTAL INCOMING RESOURCES	£31,054.14	£51,311.98
RESOURCES EXPENDED		
HQ Supplies & Maintenance	£1,529.58	£951.45
Transport/Travel	£1,469.90	£1,001.87
Training	£405.00	£301.50
Competitions, Courses	-	£302.50
Uniforms & Badges	£171.08	£380.39
Water Charges	£775.55	£518.75
Heat & Light	£3,262.30	£5,884.06
Insurance - Buildings, Contents & Marine	£2,766.20	£2,758.71
Telephone & Broadband	£2,143.13	£1,849.13
Intruder Alarm System Costs	-	£631.20
Fire Equipment & Maintenance	£1,247.75	£668.15
Annual Contribution to MSSC	£250.00	£100.00
Stationery, Photocopier & Postages	£236.81	£173.78
Unit Equipment	£1,125.46	-
Boat repairs & consumables	£14.00	£120.27
Replacement windows - TS Ajax.	-	£36,500.00
External lighting installation	£1,500.00	-
Summer Ball	£3,293.35	£1,657.50
Area Staff Dinner	£923.00	-
Miscellaneous - <i>See Appendix 1</i>	£609.63	£300.80
TOTAL RESOURCES EXPENDED	£21,722.74	£54,100.06

STATEMENT OF ASSETS - YEAR END 31 MARCH 2025

	2025	2024
Current Account (HSBC)	£34,204.02	£23,873.22
Admin Account. (Lloyds)	£881.64	£1,881.04
Admin Petty Cash	£20.28	£20.28
	<u>£35,105.94</u>	<u>£25,774.54</u>

represented by:

ACCUMULATED FUND

Balance at start of financial year	£25,774.54	£28,562.62
Net income (<i>deficit</i>) resources during the year	£9,331.40	(£2,788.08)
	<u>£35,105.94</u>	<u>£25,774.54</u>

SWANSEA UNIT 331 of the SEA CADET CORP

ASSETS AND LIABILITIES

	2025	2024
CURRENT ASSETS		
Cash at Bank	£35,085.66	£25,754.26
TOTAL CURRENT ASSETS	<u>£35,085.66</u>	<u>£25,754.26</u>
FIXED ASSETS		
Boats & Boats Equipment. (10% write down)	£11,957.00	£13,286.00
Computers & Other Equipment. (30% write down + new kit.)	£3,039.00	£3,357.00
TOTAL FIXED ASSETS	<u>£14,996.00</u>	<u>£16,663.00</u>
CURRENT LIABILITIES		
External Lighting	-	£2,230.00
Prepayment for dinners	£108.00	£1,019.00
TOTAL LIABILITIES	<u>£108.00</u>	<u>£3,249.00</u>

The financial statements were approved by the Board of Trustees at their meeting on 1st July 2025 and were signed on its behalf by:

Andrew Davies, Chair

Robert Denley, Treasurer

Signature:

Signature:

Appendix 1

SWANSEA UNIT 331 of the SEA CADETS COPRPS

Receipts and Payments for the period 1st April 2024 to 31st March 2025

<u>Miscellaneous costs included in the Summary</u>		
	2025	2024
Income		
Sale of old kit	£235.00	
Area Staff Dinner	£0.00	£0.00
<i>(Now shown separately, was £620 in 2024)</i>		
	<u>£235.00</u>	<u>£0.00</u>
<i>Plus Staff dinners in 2024</i>		<u>£620.00</u>
Expenditure		
Rent	£10.00	£10.00
Bank charges	£90.62	£96.80
TV Licence	£169.50	£159.00
ICO Charge	£35.00	£35.00
Annual contribution to MSSC	£0.00	£0.00
<i>(Now shown separately, was £100 in 2024)</i>		
Internet usage & subscriptions	£81.96	£0.00
Hoodies	£222.55	£0.00
	<u>£609.63</u>	<u>£300.80</u>
<i>Plus Annual cont. to MSSC in 2024</i>		<u>£400.80</u>