

Unit Chair Report – Mr Peter Smith (PS) / Mr Tony Pemberton (TP)



Introduction

- Took Over 5 September 2024.
 - This report is therefore a joint compilation between myself and Peter
- The Unit, the building and the Unit accounts are in good Health.
 - However there is a need to expand and improve the existing facilities.
- I would like to thank the outgoing Chairman Mr Peter Smith for the outstanding work he has done over the last 4 years as Chairman of the Unit Management Team.
- I would also like to thank Valerie Callaghan for her outstanding efforts in supporting the Unit over a great number of years and for her time as the Unit Treasurer.
- P&SA have done a sterling job at fundraising this year,
 - Fundraising efforts ensure we can continue to utilise the minibus to take staff and cadets to the numerous events around the area.
 - The P&SA desperately need more parents and supporters to come forward and help if they are to be able to sustain their efforts in this area.
- Finally I would like to thank all the UMT and staff within the wider Cadet Community for welcoming me as Chairman and for ensuring I set off on the right foot.

I will now hand back to Peter for the report coving 23/24

Unit Chair Report – Mr Peter Smith



I can not begin my report without paying honour to CO Chris Peake who we sadly lost last May. Chris was highly respected and a very positive influence on the unit for many years and he will be very much missed by all.

We are very lucky to have had Charlie Mustoe in the wings, who has been appointed to the role of Officer in Charge in very difficult circumstances and has held the unit in great shape when things could have become difficult.

*Steve Hughes must also get a huge thank-you for all he did when Chris passed, and indeed he was recognised by being awarded **Captain Sea Cadets Commendation. for his perseverance of the continuation and success of Fishguard Unit, through a difficult and challenging time for all.** Congratulations and thank you Steve. Steve may have been recognised for what he did for the unit, but I believe every one of the staff pulled together to ensure the cadets were as little affected as possible so to all of you Thank You; you all demonstrated the resilience of our unit.*

On a brighter note we have had another successful year; achieving another Burgee which is a credit to you all. We also had the naming ceremony of the new Rescue Boat – “The Captain Chris Burge,” A Tea For a King to celebrate the Coronation, along with the usual events we support, such as Remembrance Day, which always make me proud of how smartly turned out and well presented the Cadets are. I am very proud of them all.

Thank you to the P&SA for all they do throughout the year to raise funds for the unit, and indeed Kay and Rachel went over and above by walking the entire length of The Pembrokeshire Coastal Path, raising funds to set up a bursary in Chris Peake’s name to support cadets with offshore voyages. Thankyou both and very well done.

After many years of trying to rent the former Water Sports Centre I think a line can be drawn under it now as the council seem to want a far greater rent than we could ever afford, even though it has been empty for many years. However, we have been offered to purchase the piece of land that adjoins the unit. We have agreed a price of £70,000 so we will have a busy time fundraising over the next year. I am sure there is more to report on but this will be covered in the Officer in Charge’s Report

Unit Chair Report – Mr Peter Smith (PS) / Mr Tony Pemberton (TP)



Future Development

- **The Yard** - Plan to purchase some adjacent land and fundraising initiatives in place to turn this aspiration into reality.
 - This will not only provide the Unit with a lot more secure storage for the expensive equipment we use for water-based activities, it will also enable the staff and Cadets to prepare equipment in a much safer environment away from the Road and traffic Hazards.
 - The Cost of the Purchase is circa £75k
 - You may have read in the Western Telegraph that we have been awarded £50k from the enhancing Pembrokeshire Funds
 - There are plenty of initiatives already in progress to raise funds for the rest of the Purchase and also for the development.
 - We will be setting up a Project Team with Steve Grant as the PM along with other volunteers and UMT members as SME to plan and run with the Yard as a Project.
 - Reporting to the UMT to provide the Governance around decisions and the allocated funding
- **Lower Deck** We are currently working with Charlie and his Team to develop a plan and look at funding that plan to 'streamline' and enhance the Lower Deck Facility to provide better storage and changing facilities in order to enhance our offerings of Water based activities to Cadets.
- **Minibus** – The restrictions on drivers age requirements to drive the minibus is becoming a problem for Charlie and his staff. We are looking at options to see if we can purchase a different model with similar capability but which allows for a wider range of staff to drive.

There are a number of challenges to face to see these Projects through to successful completion, not only in raising funds but also in ensuring we have well thought out and developed plans that will stand the test of time. Consequently, we are developing a more strategic plan to incrementally achieve our goals.

P&SA Report – Mrs Kay Anstee



- The Parents & Supporters Association raises funds primarily for the running costs of the Unit minibus, without which events run away from the Unit would not be possible. The P&SA fundraising also aims to raise monies towards the purchase price of replacement minibuses in the future.
- Funds raised for the Chris Peake Bursary Fund are to ensure that all Cadets will be given the opportunity to experience off shore voyages; Chris Peake was passionate about all Cadets being given this often life changing opportunity.
- During the year the P&SA organised the following events:
 - 26th March 2023 – Easter Bingo at TS Skirmisher
 - 7th and 8th April 2023 – Tesco Bucket Collection
 - 1st July – Stall at the Round Table Raft Race and Fun day
 - 26th August – Stall at the Fishguard & Goodwick Carnival
 - 25th October – Quiz Night – Royal Oak
 - 25th November – Stall in Town Hall for Fishguard Night Light
 - 10th December – Christmas Bingo at TS Skirmisher
 - 23th & 24th December – Tesco Bucket Collection
 - 17 March – Easter Bingo at TS Skirmisher
 - 29th/30th March – Tesco Bucket Collection
 - 3rd – 16th September – the 186 mile Pembrokeshire Coast Path Challenge created the Chris Peake Bursary Fund. This fund has continued to be kindly supported by several local organisations with significant further funds added.
 - The P&SA also organised and served refreshments as and when needed during the year, including the Unit Awards night held in Fishguard Town Hall on 27th February 2024. The P&SA also supports the UMT with unit events, such as the Unit Staff BBQ on 25th August.
 - For the year 1st April 2023 to 31th March 2024 the P&SA fundraising events raised a total of £10,236 and of this amount £7,108 is the Chris Peake Bursary Fund.
 - P&SA funds raised paid for the Unit minibus insurance, repairs and road fund licence with a further large repair bill to come in the near future.

P&SA Report – Mrs Kay Anstee



- Fundraising events so far going forward into the current year:
 - 29th June 2024 – Stall at the Round Table Raft Race and Fun day
 - 24th August 2024 – Stall at the Fishguard & Goodwick Carnival
 - The P&SA held its AGM on 20th August 2024.

Many thanks to the small group of parents and supporters who repeatedly give their support and without which the minibus would not be on the road. Thanks also to all the parents and supporters who so generously donate items for our fundraising events – without their support these events would not be possible.

Going forward there is a very great need for more parents and supporters to join the P&SA – without new parents and supporters coming forward to continue future fundraising the Unit will sadly be without a minibus and events and weekends away from the Unit will not be possible for the Cadets.

Officer In Charge Report – Sub Lt Charlie Mustoe



- I have now been the Officer In Charge for a year and I am very proud of the way the Unit continues to grow.
- Our Cadets and Volunteers have been very busy, as usual, over the last 12 months. These are just a few of the achievements and awards achieved by our Cadets and CFAV.

Notable Achievements:

• District Officer's Cup Winners for 2023!

- This is awarded to the Unit in West Wales that has achieved the most points from competitions.

• Burgee and Captains Commendation 2023!

• District Drill Competition:

- Winners – Junior Sea Cadet Drill Display
- Winners – Unarmed Squad Drill Display
- Runner Up – AC M Bealby, Individual Piping
- Winner – LJC Z Jones, Junior Individual Piping
- Runner Up – LJC J Evans, Junior Individual Piping
- Winner – NEC E Houldworth, Best Junior Squad Commander
- Winner – POC A Bean, Best Unarmed Squad Commander

• District Combined Regatta:

- Winners – Junior Sea Cadet Fixed Seat Rowing
- Winners – Open Boys Fixed Seat Rowing
- Winners – Open Girls Fixed Seat Rowing
- Winner – Cdt 1st R Hughes – Single Male Yole
- Winner – Cdt C Williams – Single Female Yole
- Winners – Overall Paddlesports

• District Sailing and Windsurfing:

- Winner – AC A John 5.5m, Windsurfing
- Winner – AC M Bealby, Open Pico
- Runner Up – Cdt I Sherman-Davies, Open Zest

• Area Drill and Piping:

- Runners Up – Unarmed Squad Drill Display
- Winner – POC A Bean, Best Unarmed Squad Commander

• Area Paddlesport and Yole Competition:

- Runner Up – AC A John, Open Girls Time Trial and Sprints (Kayak)
- Runner Up – Cdt C Williams, Female Single Yole
- 3rd Place – Cdt 1st R Hughes, Male Single Yole

• Area 5 a-side:

- Runners Up – Open Boys
- 3rd Place – Open Girls

• Cadet Achievements:

- BTEC Level 2 Diploma – Teamwork and Personal Development, POC A Henton
- Advanced Catering – AC H Phillips, Cdt 1st M Tucker, Cdt 1st E James
- Rowing Instructor – POC A Bean, AC H Phillips
- 17 x BCU Start Awards
- 3 x Gears Level 2
- 5 x Offshore Hand 1 - Power
- 1 X Offshore Seaman - Sail
- 1 x Offshore Hand 2 - Power
- 14 x Basic Catering
- 10 x Basic Seamanship

• CFAV Achievements:

- Cadet Forces Medal – Lt (SCC) S Grant RNR
- 3 x Promotion to PO (SCC) – PO (SCC) R Smith, PO (SCC) M Millichip, PO (SCC) N Evans.
- Seamanship Instructor – PO (SCC) J Thomson
- Powerboat Instructor – PO (SCC) R Smith
- Working With Young People – CI A Edwards, CI S Greig
- Peer Educator Instructor – Lt (SCC) S Grant RNR, PO (SCC) N Evans
- Rowing Instructor – CI S Greig, PO (SCC) N Evans.

Officer In Charge Report – Sub Lt Charlie Mustoe



Thanks

- Firstly a massive thank you to all of the CFAV for their continued dedication to giving our Cadets the best possible Sea Cadet Experience! The list above goes to show what can be achieved when you have a great team of volunteers.
- A big thank you to our outgoing Chair Mr Peter Smith, for all the hard work he has put into the UMT over the last 4 years.
- A massive thank you to our outgoing Treasurer Mrs Valerie Callaghan, for her amazing efforts over the last 26 years! Your commitment and dedication to Fishguard Unit goes above and beyond. We really appreciate all that you have done for the young people of our community.
- Thank you to Mr Tony Pemberton for taking on the role of UMT Chair! We really appreciate your continued support.
- Lastly I would like to thank the Command Team. Without all their hard work behind the scenes as well as on parade nights the Unit simply wouldn't be where it is today.

THANK YOU!

Unit Treasurer Report
Financial Report For Fishguard Sea Cadets for the year ending 31st
March 2024

I have recently taken over the Role as Unit Treasurer with effect from 5 September, going forward I am now producing the accounts for the UMT, P&SA and also the cadet accounts. I would like to thank Valerie Callaghan for her long commitment over many years as the Unit Treasurer and for her time and help in handing over to myself.

The Financial Report is a summary of all the accounts held by the Unit, comprising of the Unit Management Accounts, the Cadet accounts and the P&SA accounts. The summary gives opening and closing balances for the Management Community Account and combined opening and closing figures for the Cadet Accounts and the P&SA, both of which have deposit accounts to maximise interest earning.

The Community Management Account covers all things pertaining to the building, repairs and utilities, it also deals with grants for the purchase, repairs and requirement of our boats. The Community Management Account had an opening balance of £21,450.68 and a closing balance of £19,679.33.

The primary purpose of the P&SA is paying for the running costs of the unit minibus, this is done through fundraising events during the year. This year also saw the creation of the Chris Peake Bursary Fund, developed from the proceeds of a sponsored walk by its Chair and Treasurer in memory of the former Commanding Officer Chris Peake. This fund has been further boosted by donations and fundraising by outside organisations, resulting in a bursary fund going forward of £7,108 which will be used to support cadets going on offshore trips. The P&SA accounts combined had an opening balance of £12,312.07 and a closing balance of £20,643.97.

The Cadet accounts is primarily used for the collection of subs and the processing of income and expenditure relating to unit activities and courses. The Cadet accounts combined had an opening balance of £12,082.66 and a closing balance of £16,010.66.

In summary TS Skirmisher had a total opening balance of £45,845.41 and a closing balance of £56,333.96, showing an increase of £10,488.55 on the previous year. Thanks to all the staff at the unit, the Unit Management Team and the P&SA Committee.

Rachel Thomson

T/S Skirmisher Registered Charity Number 524432



FISHGUARD SEA CADETS ACCOUNT SUMMARY FOR THE YEAR END 31ST MARCH 2024

	MANAGEMENT COMMUNITY ACCT	CADET ACCTS current, Deposit & P/C	P&SA ACCTS current, deposit & P/C	TOTAL
INCOME	Barclays	HSBC	HSBC	
	£	£	£	£
SUBS		9,648.00		9,648.00
VENUE HIRE	475.00			475.00
EVENTS				
DONATIONS	18,847.37	1,630.00	43.53	20,520.90
FUNDRAISING/EVENTS	570.84	728.00	2,596.42	3,895.26
GRANTS	7,700.00	6,646.00		14,346.00
REFUNDS	2,176.28			2,176.28
BANK INTEREST		94.00	90.73	184.73
COURSES		1,004.00		1,004.00
MSSC				
SUMMER CAMP		2,265.00		2,265.00
OTHER		411.00		411.00
CHRIS PEAKE BURSARY FUND			7,107.82	7,107.82
SALE OF ASSETS	1,500.00			1,500.00
	31,269.49	22,426.00	9,838.50	63,533.99
EXPENDITURE				
BANK CHARGES		161.00	71.55	232.55
INSURANCE - Building	1,926.11			1,926.11
INSURANCE - Marine	1,181.79			1,181.79
INSURANCE - MSSC	118.18			118.18
INSURANCE - Minibus				
UTILITIES	2,975.40			2,975.40
REFUSE COLLECTION		161.00		161.00
RENTS		475.00		475.00
PROPERTY REPAIRS	12,096.24	920.00		13,016.24
WIFI & TEL	571.91			571.91
VEHICLE PURCHASE/MAINTENANCE			1,535.05	1,535.05
VEHICLE FUEL	1,811.61	224.00		2,035.61
COMPLIANCE		35.00		35.00
MEMBERSHIPS		110.00		110.00
MSSC ANNUAL CONT	100.00			100.00
BOATING maint & berthing/rents		1,254.00		1,254.00
TRAINING Equip & Incidentals				
COURSE CHARGES		752.00		752.00
UNIFORM & BADGES		1,049.00		1,049.00
ADMIIN Printing/Stationary	14.80	175.00		189.80
EVENTS Parties/RBL/Fundraising costs		365.00		365.00
SOCIALS/TRIPS/REFRESHMENTS		946.00		946.00
Transfer to				
Transfer to Cadet Acct	2,011.70			2,011.70

SUMMER CAMP		3,433.00		3,433.00
PURCHASE OF ASSETS	10,053.10	8,107.00		18,160.10
OTHER	180.00	331.00		511.00
	33,040.84	18,498.00	1,606.60	53,145.44
YEAR START BALANCE as @ 01.04.23	21,450.68	12,082.66	12,312.07	45,845.41
INCOME	31,269.49	22,426.00	9,838.50	63,533.99
EXPENDITURE	33,040.84	18,498.00	1,606.60	53,145.44
YEAR END BALANCE as @ 31.03.24	19,679.33	16,010.66	20,543.97	56,233.96
PETTY CASH P&SA CLOSING BAL				100.00
				56,333.96
OPENING BALANCE - OVERALL	45,845.41			
TOTAL INCOME	63,533.99			
TOTAL EXPENDITURE	53,145.44			
PETTY CASH P&SA CLOSING BAL	100.00			
CLOSING BALANCE - OVERALL	56,333.96			



Section A

Independent Examiner's Report

Report to the trustees/
members of

Fishguard Unit 142 of the Sea Cadets

On accounts for the year
ended

31/03/24

Charity no
(if any)

524432

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/24

Responsibilities and
basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I am qualified to undertake the examination by being a qualified member of CIPFA & MAAT

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) 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 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 in order to enable a proper understanding of the accounts to be reached.

Signed:

Date: 01/11/24

Name:

Jean Reynolds

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

CIPFA, MAAT

Address:

RHOOKS FARM