



**FISHGUARD SEA CADET UNIT (TS SKIRMISHER) – ANNUAL
GENERAL MEETING**

7 August 2025

AGENDA

1. Apologies for absence
2. Opening address or comments by Chairperson
3. Minutes of the last AGM for approval
4. Matters arising from minutes of the last AGM (date of last AGM)
5. Unit Chairperson's Report
6. P&SA Chairperson's Report
7. Commanding Officer's or Officer-in-Charge's Report
8. Treasurer's Report and adoption of accounts

Reporting Officer

9. Election/Re-election of the Unit Management Team (UMT) trustees
10. Any Other Business
 - Note: Any Other Business – Items of AOB will only be considered if they are proposed and seconded in writing to the Unit Chair at least 24 hours before the meeting.



AGM 2024 Minutes



Unit Chair Report – Tony Pemberton



Introduction

- Took over 5 September 2024.
- The Unit, the building and the Unit accounts are in good Health.
 - However, there is a need to expand and improve the existing facilities.
- Yard – We now own the Yard and are starting to plan its development into the facility we need to conduct our training. Very many thanks to all involved in the Purchase in particular to the following:
 - Peter Smith for his efforts to secure Grant funding to a tune of £65k
 - To Sarah Purbrick – for Steering the Purchase through to a successful Completion
 - To the District Officer Lt Cdr William Elliot for his support in getting the Annual Premises Fund Grant
 - To Alex Allison for his generous donation
- P&SA continue to do a sterling job at fundraising this year; however:
 - The P&SA task of fundraising continues to pose challenges with popular activities such as bucket collections outside of TESCO in Goodwick no longer available to us. The main impacts of this are:
 - We received a lot of our minibus support funding through this activity and now need to find other ways of raising this money
 - This also gave our Sea Cadets a lot of public facing visibility and rekindled the way the community feels about the Sea Cadets and how they can help to sustain us as an organisation.
 - 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.

Unit Chair Report



Future Development

- **The Yard** – There are plenty of initiatives already in progress to raise funds for the rest of the development. 'Yard for a Yard' being the main one.
 - We have set up a Project Team with a mix of UMT and the OIC's volunteers to plan and run with the Yard development as a Project.
- **Minibus** – The restrictions on drivers' age requirements to drive the minibus is becoming a problem for the Unit. 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.
- **The Main Fundraising Effort for 25-26** will be focussed on raising funds to develop the yard; keeping the existing capabilities and facilities including the existing Minibus going so cadets can continue to enjoy the extensive programme we currently offer; and raising funds for the replacement of the existing minibus.
 - On top of this there are a number of minor projects up and running to enhance existing activities such as Stand-Up Paddle Boarding etc.

There are several 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.

Finally – I would like to thank :

- The Parents and Supporters of the Unit for the support they have given throughout the year,
- Charlie, his Command Team and his team of volunteers for the efforts they put into the continued development of the cadets and the Unit
- The UMT and Trustees of the Unit for their support and effort to keep the Unit afloat and thriving.

P&SA Report – Kay Anstee



PARENT & SUPPORTERS ASSOCIATION CHAIRPERSON'S REPORT 1 APRIL 2024 – 31 MARCH 2025

- The Parents & Supporters Association (P&SA) raises funds primarily for the running costs of the Unit minibus, without which Cadets' attendance at events and competitions away from the Unit would not be possible. The P&SA also fundraises for the purchase of replacement minibuses in the future.
- During this year there have **only been 7 parents and supporters who regularly organise and run fundraising activities**; 4 of whom already volunteer their time serving on the Unit Management Committee (UMT) and 4 of whom no longer have Cadets at the Unit.

This situation is unsustainable - it is crucial that more parents come forward to help with P&SA fundraising events if the Unit is to continue to have a minibus for use by Cadets.

- The P&SA held their AGM on 20th August 2024 and there were just 4 attendees.
- During the period 1 April 2024 – 31 March 2025 the P&SA held 5 fundraising events which raised **£1,541.23**. Easter was early in 2024 with fundraising events in March 2024 raising **£652** and Easter was later in 2025 with fundraising events in April 2025 raising **£231.63**.
- P&SA members served refreshments at the RNP evening on 3 December, during fundraising events and prepared and served lunch to Cadets and Unit Staff on Remembrance Sunday, and also joined the UMT, Unit staff, volunteers and Cadets in activities in the Town Hall on New Year's Eve.

Sadly, we are no longer able to hold bucket collections outside Tesco Goodwick due a change in Tesco policy.

P&SA Report – Kay Anstee



Future

- For the year to come new fundraising activities, along with additional P&SA members, are needed.

Thank You

- Many thanks to the small group of parents and supporters who repeatedly continue to give their support. Many thanks to all the parents and supporters who generously donate items for fundraising events – without their support these events would not be possible. Also, many thanks to all members of the UMT, Unit Staff and volunteers and Cadets who give up their time supporting the P&SA fundraising events throughout the year.

Officer In Charge Report – Sub Lt Charlie Mustoe



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:

Burgee 2024!

Area Nomination for the Cleverly Award (Best Junior Sea Cadet Section)

District Drill Competition:

Winners - Unarmed Squad Drill
Winners – Junior Sea Cadet Drill
Winner – LC O Bean – Best Squad Commander
Winner – LJC R Goodenough – Best Junior Squad Commander
3rd Place – AC A Humphrey - Individual Piping
Winner – LJC Z Jones – Individual Junior Piping
2nd Place – Piping Team
Overall Drill and Piping Winners

District 5 a-side:

Winners – Open Boys
Winners – Junior Sea Cadets
2nd place – Junior Boys
2nd place – Open Girls
AC Toby Humphrey – Top Goal Scorer
POC Haf Phillips – Top Goal Scorer

Area Drill and Piping:

4th Place – Unarmed Squad Drill Display (Fantastic Result considering ½ the team were new this year)
4th Place – LC Bean – Best Squad Commander

Area Paddlesport and Yole Competition:

2nd Place – Open Double Yole (Mixed)
2nd Place – Junior Double Yole (Mixed)
2nd Place – AC R Hughes – Open Single Yole
2nd Place – Junior Boys Double Time Trail (Kayak)

Area Sailing and Windsurfing:

2nd Place – OC N Adams – Windsurfing
2nd Place – JCFC H Franz – Windsurfing

Cadet Achievements:

2 x Petty Officer Cadet Promotions
8 x Leading Cadet Promotions
LC Aeron James – Lord Lieutenants Cadet for 2025/2026
AC R Hughes and AC A Humphrey – Mayors Cadets 2025
Bronze DofE – LC B Newth
POC Fells – FAW
3 x RYA PB 2
5 x Basic Peer Educator
3 x Advanced
1 x Intermediate Catering
2 x Intermediate First Aid

CFAV Achievements:

Lord Lieutenants Certificate of Merit – Lt (SCC) Steve Grant RNR
Promotion to Midshipman – Mid (SCC) Maisie Millichip RNR
Appointment as DDO – Lt (SCC) Steve Grant RNR
Gold DofE – Mid (SCC) Maisie Millichip RNR
24 x FAW
2 x Mental Health First Aid
3 x RYA PB2
4 x Rowing Instructors
2 x Sliding Seat Endorsements
4 x RYA Safety Boat
2 X Peer Educator Instructor
1 x CIS Radio Instructor

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 everyone for their efforts with the yard purchase! In particular Peter Smith for obtaining the funds through grants, and Sarah Purbrick for taking the lead on the legal process. This will be an amazing asset to the Unit for years to come. We will hold an official opening Ceremony when the yard is in a position to hold it safely.

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!

Treasurers Report Year End 31 March 2025 - Rachel Thomson



- The Financial Report is a summary of all the accounts held by the Unit, comprising of:
 - Unit Management Accounts,
 - Cadet accounts,
 - Parents and Supporters Association (P&SA)
 - 300 club accounts.
- The summary gives opening and closing balances for the Community Management Account (CMA) and combined opening and closing figures for the Cadet Accounts and the P&SA, both of which have deposit accounts to maximise interest earning.
- Year ending 31st March 2025, the 300club accounts have also been included by introducing the year end bank balance.

CMA

- The CMA 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 CMA had an opening balance of **£19,679.33** and a closing balance of **£17,467.75**.

P&SA

- 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.
- The P&SA also manage the Chris Peake Bursary Fund, in memory of the former Commanding Officer Chris Peake, which is to be used to support cadets going on offshore trips.
- The P&SA accounts combined had an opening balance of **£20,643.97** and a closing balance of **£16,381.94**.

Treasurers Report Year End 31 March 2025 - Rachel Thomson



Cadet Account

- 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 **£16,010.66** and a closing balance of **£18,727.81**.

300 Club

- The 300 Club has been running for some time and the figures have now been added to the overall reserves of the unit, with a closing balance of **£11,840.03**

Summary

- During this financial year the unit has been focussed on the purchase of the land next to Skirmisher, with **£17,448.50** of the year end funds earmarked for this purpose.
 - Other earmarked funds at the year end include **£7,708** in the Chris Peake Bursary Fund and **£5,000** for Royalist berths.
- In summary TS Skirmisher had a total opening balance of **£56,333.96** and a closing balance of **£64,417.53**, showing an increase of **£8,083.57** on the previous year.

Thanks to all the staff at the unit, the Unit Management Team and the P&SA Committee.

Adoption Of Accounts

Proposal and Seconder for Adoption of the Annual Accounts

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Fishguard and Goodwick Sea Cadets
Account Balances as at 31/03/2025

	Opening Balance as at 01/04/2024	Income	Expenditure	Closing Balance as at 31/03/2025	Examined
Management Community Account	£19,679.33	£18,840.92	£21,052.50	£17,467.75	
Cadet Accounts Combined	£16,010.66	£31,306.86	£28,589.71	£18,727.81	
P&SA Account & Deposit Account	£20,543.97	£3,937.09	-£8,199.12	£16,281.94	
P&SA Petty Cash Account	£100.00	£0.00	£0.00	£100.00	
300 Club	£0.00	£11,840.03	£0.00	£11,840.03	
	£56,333.96	£65,924.90	£41,443.09	£64,417.53	£ -



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Fishguard Unit 142 of the Sea Cadet Corps

On accounts for the year
ended

March 2025

Charity no
(if any)

524432

Set out on pages

Consent to publish the report on the accounts of the charity

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/3/2025

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.

Independent
examiner's statement

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:

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

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.

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

Signed:

Jean Reynolds

Date: 31/7/2025

Name:

Jean Reynolds

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

CIPFA MAAT

Address:

RHOOKS FARM

LLANYBRI

CARMARTHEN SA33 5HL

