

Tenby Sea Cadets
Annual Report
2021-22



Tenby Unit 453 Of The Sea Cadet Corps

Report
and
Receipts and Payments Accounts

31st March 2022

The Charity Registration Number is: 524451



Trustees' Annual Report for the year ended 31 March 2022

The Trustees present their Report and Accounts for the year ended 31 March 2022.

Reference and administrative details

1. The charity name

The legal name of the charity is: Tenby Unit 453 Of The Sea Cadet Corps

The charity is also known by its operating name, Tenby Sea Cadets.

2. The charity's areas of operation and UK charitable registration.

The charity is registered in England & Wales with the Charity Commission in England & Wales (CCEW) with charity number 524451.

3. Legal structure of the charity

The charity is constituted as an unincorporated charity, established by a written constitution. The governing document of the charity is the written constitution approved by the members and endorsed by the Charity Commission in England & Wales (CCEW) .

There are no restrictions in the governing documents on the operation of the Charity or on its investment powers other than those imposed by Charity Law.

The trustees are all individuals. Trustees are appointed or re-appointed at the Annual General Meeting each year.

4. The principal operating address is:

The Harbour Store

Tenby Harbour, Tenby

Pembrokeshire, SA70 7BW

5. Trustees

Gary Coburn (Chairman)

Sharon Britton (Treasurer)

Catherine 'Maudie' Hughes (Secretary)



Lieutenant (SCC) William Elliot BA QTS RNR (Commanding Officer)

Mara Coburn (Parents and Supporters Association Chairperson)

Peter Kraus (Appointed April 2022)

Objects and activities of the charity

6. Events and charitable activities for the public benefit

The charitable purpose of the Unit (the purpose) 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),

In planning our activities, we keep in mind the Charity Commission's guidance on public benefit at our trustee meetings.

Achievement and Performance

7. Charitable activities

This financial year, once again, was met with restrictions because of the ongoing COVID19 pandemic. Thankfully, no lockdowns were seen, and this allowed the unit to further develop on the previous year's successes both operationally and financially.

Face to face training, virtual training and blended training were adopted for Tenby Sea Cadets, working towards improving the Sea Cadet experience for all; particularly as numbers had seen a dramatic rise and the number of adult volunteers assisting. Outdoor training was the focus due to restrictions and we saw success in afloat training, particularly in paddlesports (kayaking and canoeing) and sailing due to the easy way to be in a boat on your own. This saw an increased in our boating hours per cadet and the achievements of qualifications from the Royal Yachting Association (RYA), British Canoeing and British Rowing.

Development of our resources, equipment and assets were our main priority to be able to ensure that we could survive with the restrictions set upon us but also that this equipment would be sustainable in our future operations. This included the purchase of Stand-Up Paddleboards (SUPs), a minibus, instructor/coach training and kayaks; to name a few. Our thanks to the various grant



fundere who have supported our projects, including the Marine Society & Sea Cadets, Tesco, Community Foundation in Wales, Tenby Town Council and Pembrokeshire Association of Voluntary of Services. It would also be remiss of us not to thank those funders for the generous support that we have received to support us with specific COVID19 funding.

The Unit was delighted to be able to celebrate the award of a Burgee from the organisation for performing highly as a Sea Cadet and placing us in the top 25% of Sea Cadet Units in the United Kingdom. This is the third one in the history of Tenby Sea Cadets but also the first one since the 1970's. The Unit is fortunate to have an excellent Commanding Officer, Will Elliott.

A huge thank you to our outstanding adult volunteers from the team of trustees to our uniformed and non-uniformed instructional volunteers, who have ensured the Cadets have been able to engage through this past year.

8. Financial Review

The Statement of Financial Activities for the year shows Total Receipts of £32,681 and Payments of £38,734, giving a net reduction in funds of £6,054. Payments include £33,010 spent on equipment and fixtures and fittings, which increases the Charity's assets and will be used over a number of years.

The Charity holds sufficient reserves and has enough funds set aside to ensure that the Unit can run for at least 6 months without any additional monies coming forward. At 31 March 2022 the Charity held £20,298 in unrestricted funds at the bank and in cash.

9. Statement of the Trustees' Responsibilities

The Trustees are responsible for preparing the trustees' report and the financial statements in accordance with the Charities Act 2011. The Trustees have elected to prepare accounts on a receipts and payments basis under section 133 of the Act. The accounts are a factual report of cash transactions in the reporting period.

The trustees are responsible for keeping adequate accounting records that 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 Charities Act 2011. The trustees also have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and other irregularities.

10. Details of The Independent Examiner

Bethan Spice
32 Cherry Tree Close,
Milford Haven,
SA73 1BB

This report was approved by the board of trustees on 25th October 2022.

Gary Coburn
Chair

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke.



Report of the Independent Examiner to the Trustees of the charity on the accounts for the year ended 31 March 2022

I report to the charity trustees on my examination of the accounts of the Tenby Unit 453 Of the Sea Cadet Corps for the year ended 31 March 2022.

Respective responsibilities of the Trustees and the Independent Examiner and the basis of the report

As the charity's trustees of Tenby Unit 453 Of The Sea Cadet Corps 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 Tenby Unit 453 Of the Sea Cadet Corps 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, Report and Opinion

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of Tenby Unit 453 Of The Sea Corps as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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:

A handwritten signature in black ink, appearing to read "B Spice", written over a horizontal line.

Name Mrs Bethan Spice

Relevant professional qualification or membership of professional bodies (if any): - Business Admin & HR Diploma

32 Cherry Tree Close,
Milford Haven,
SA73 1BB

This report was signed on 8th October 2022



Statement of Financial Activities for the year ended 31 March 2022

All funds are unrestricted and shown to the nearest £.

<u>Section A: Receipts and Payments</u>		2022	2021
		£	£
A1 Receipts			
Donations and Grants		30,151	57,362
Course Fees		286	20
Travel Expenses Refund (MSSC)		197	22
Tuck Shop, Certificates and Polo Shirts		1,159	107
Interest on deposit account		38	0
	<i>Sub total - gross income</i>	31,831	57,510
A2 Asset and investment sales			
Receipts from sale of assets		850	0
	<i>Sub total</i>	850	0
	Total Receipts	32,681	57,510
A3 Payments			
Fundraising or Special Events Costs		837	1,162
Goods for Resale (Tuck Shop etc)		680	129
Competition costs, Travel and Training Courses		652	260
Training Equipment		141	1,630
Premises and Administrative Costs		1,994	3,432
Boats and Maintenance Costs		15	2,113
Vehicles and Maintenance and Fuel Costs		355	0
Other Equipment		1,052	2,928
	<i>Sub total</i>	5,725	11,654
A4 Asset and investment purchases			
Equipment		31,130	21,900
Fixtures and Fittings		1,880	2,176
	<i>Sub total</i>	33,010	24,075
	Total Payments	38,734	35,729
	Net (Receipts - Payments)	-6,054	21,781
A5 Transfers between funds		0	0
A6 Cash funds at end of previous year		26,352	4,571
	Cash funds at year end	20,298	26,352



Section B: Assets and Liabilities at the year end

	2022 £	2021 £
B1 Cash funds: bank and cash	20,298	26,352
B2 Other monetary assets	0	0
B3 Investment assets	0	0
B4 Assets retained for the charity's own use		
	Cost £	Value 2022 £
Equipment	53,029	38,919
Fixtures & Fittings	4,056	2,896
Total	57,085	41,816
B5 Liabilities	0	0

The financial statements were approved by the Board of Trustees and authorised for issue on 25th October 2022 and were signed on its behalf by:

Gary Coburn
Chair





Notes to the Accounts for the year ended 31 March 2022

1. Accounting policies relating to the production of the accounts.

Basis of preparing the financial statements

The accounts have been prepared on the receipts and payments basis in accordance with section 133 of the Charities Act 2011. The accounts are a factual report of cash transactions in the year and a statement of assets and liabilities at year end..

Assets

The value of equipment and fixtures and fittings is reduced by 20% a year to provide a reasonable approximation of their value over their useful life.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Restricted funds can only be used for particular restricted purposes. The Charity's funds are all unrestricted.

2. Salary costs and emoluments

There were no employees during the year.

3. Remuneration and payments to Trustees and persons connected with them

No trustees or persons connected with them received any remuneration from the charity, or any related entity

4. Donations and Grants

All are unrestricted	2022	2021
	£	£
Donations	1,266	896
Grants	25,634	56,466
Cadet Contributions (Subs, Uniform)	3,251	
Total donations and grants	<u>30,151</u>	<u>57,362</u>

Donations include £1,000 from CARTEN100 and £250 from St Mary's Church



5. Grants

Grants from government and public bodies	2022	2021
	£	£
Marine Society & Sea Cadets	10,519	3,722
Community Foundation in Wales	4,021	10,000
Pembrokeshire Association of Voluntary Services	2,990	2,700
Tenby Town Council	2,204	
Pembrokeshire County Council	2,000	19,400
Port of Milford Haven Community Grant - SUPs	900	
Dwr Cymru community fund	500	
Reardon Smith Nautical Trust		4,800
Sport Wales		4,400
Moondance		2,000
Tenby Working Together		2,000
CFIW Resilience		2,000
Other		5,444
Total from government and public bodies	23,134	56,466

Grants from other bodies	£
Tesco Blue Token Scheme	1,000
Arnold Clark Community Grant	1,000
Postcode Lottery - Magic Little Grant	500
	2,500

6. Premises and Administrative costs

	2022	2021
	£	£
Premises expenses		
Heat, Light & Water	596	472
Building & Maintenance Costs	101	514
Administrative overheads		
Insurance	1,607	870
Governance Costs - MSSC	100	
Telephone & Broadband	246	1,386
Postage, Printing & Stationery	111	190
Refund of security deposit paid 2019-20	-560	
Unpresented cheque 2019-20 written back	-208	
Total support costs	1,994	3,432



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