



Tenby Sea Cadets
Annual Report
2022-23



Tenby Unit 453 Of The Sea Cadet Corps

Report
and
Receipts and Payments Accounts

31st March 2023

The Charity Registration Number is: 524451



Trustees' Annual Report for the year ended 31 March 2023

The Trustees present their Report and Accounts for the year ended 31 March 2023

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

Mr Gary Coburn (Chairman)

Mrs Sharon Britton (Treasurer)

Mrs Catherine 'Maudie' Hughes (Secretary)

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

Mrs Mara Coburn (Parents and Supporters Association Chairperson)

Mr Peter Kraus

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

The return of 'normal' life within the Sea Cadets, following the previous restrictions as a result of the COVID19 pandemic. Thankfully, this has allowed the Unit to grow in young people and adult volunteers and develop both operationally and financially, once again.

Return to community activities and events and being seen in the public eye has been key to our success and has supported our real boost in cadet numbers. Outdoor training was the focus once again and we have continued the success in afloat training, particularly in paddlesports (kayaking and canoeing) and rowing. The introduction of paddleboarding has been a huge success and welcome addition by all involved. This of course has seen an increase 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 have been a continuing priority to be able to ensure that we can maintain to be a modern and effective charity and youth organisation but also that this equipment would be sustainable in our future operations. This included the purchase of new kayaks, canoes, powerboat/safetyboat, instructor/coach training and sail boats; to name a few. Our thanks to the various grant funders who have supported our projects, including the Marine Society & Sea Cadets, Tesco, Community Foundation in Wales, Tenby Town Council, Sport Wales, CO-OP and Pembrokeshire Association of Voluntary of Services.

The Unit was delighted to be able to celebrate the award of another 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 our 2nd in a row and is the fourth one in the history of Tenby Sea Cadets. In addition, the Unit gained a Captain Sea Cadets Commendation for our work in growing and stabilising over the pandemic and also achieved the "Gibson Trophy" for the most improved unit within the South West Area Sea Cadets. A huge well done to all our cadets, adult volunteers and trustees for making this happen!

A huge thank you to our outstanding adult volunteers from the team of trustees to our uniformed and non-uniformed instructional volunteers, who give tirelessly to develop our amazing cadets and charity.

8. Financial Review

The Statement of Financial Activities for the year shows Total Receipts of £47,340 and Payments of £51,609, giving a net reduction in funds of £4,268. Payments include £36,651 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 2023 the Charity held £16,029 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 18th September 2023.

Gary Coburn
Chair



Report of the Independent Examiner to the Trustees of the charity on the accounts for the year ended 31 March 2023

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 2023.

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: 

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 1st September 2023.

Statement of Financial Activities for the year ended 31 March 2023

All funds are unrestricted and shown to the nearest £.

<u>Section A: Receipts and Payments</u>		2023	2022
		£	£
A1 Receipts			
Donations and Grants		41,979	30,151
Course Fees		1,148	286
Travel Expenses Refund (MSSC)		2,640	197
Tuck Shop, Certificates and Polo Shirts		1,532	1,159
Interest on deposit account		41	38
	<i>Sub total - gross income</i>	47,340	31,831
A2 Asset and investment sales			
Receipts from sale of assets		0	850
	<i>Sub total</i>	0	850
	Total Receipts	47,340	32,681
A3 Payments			
Fundraising or Special Events Costs		2,182	837
Goods for Resale (Tuck Shop etc)		1,084	680
Competition costs, Travel and Training Courses		5,647	652
Training Equipment		100	141
Premises and Administrative Costs		3,213	1,994
Boats and Maintenance Costs		420	15
Vehicles and Maintenance and Fuel Costs		1,345	355
Other Equipment		968	1,052
	<i>Sub total</i>	14,958	5,725
A4 Asset and investment purchases			
Equipment		25,841	31,130
Fixtures and Fittings		10,810	1,880
	<i>Sub total</i>	36,651	33,010
	Total Payments	51,609	38,734
	Net (Receipts - Payments)	-4,268	-6,054
A5 Transfers between funds		0	0
A6 Cash funds at end of previous year		20,298	26,352
	Cash funds at year end	16,029	20,298



Section B: Assets and Liabilities at the year end

		2023 £	2022 £
B1	Cash funds: bank and cash	16,029	20,298
B2	Other monetary assets	0	0
B3	Investment assets	0	0
B4	Assets retained for the charity's own use		
		Cost	Value
		2023	2022
		£	£
	Equipment	78,870	51,808
	Fixtures & Fittings	14,866	10,965
	Total	93,736	41,816
B5	Liabilities	0	0

The financial statements were approved by the Board of Trustees and authorised for issue on 18th September 2023 and were signed on its behalf by:

Gary Coburn
Chair

Notes to the Accounts for the year ended 31 March 2023

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	2023	2022
	£	£
Grants and donations	37,879	26,900
Cadet Contributions (Subs, Uniform)	4,100	3,251
Total donations and grants	41,979	30,151



5. Grants and Donations

	2023	2022
From government and public bodies	£	£
Marine Society & Sea Cadets	10,000	10,519
Community Foundation in Wales	2,000	4,021
Pembrokeshire Association of Voluntary Services	3,500	2,990
Tenby Town Council	204	2,204
Pembrokeshire County Council		2,000
Port of Milford Haven Community Grant	1,219	900
Dwr Cymru community fund	250	500
Sport Wales	13,218	
Total from government and public bodies	30,391	23,134
Other grants, donations and fundraising	£	£
Card Factory Foundation - Grant	500	
Local Giving Ltd (Magic Little Grants)	500	
Co-Op Community Fund	3,142	
CARTEN 100 - Donation	1,000	1,000
Donation from St Mary's Church	500	250
Tesco Blue Token Scheme		1,000
Arnold Clark Community Grant		1,000
Postcode Lottery - Magic Little Grant		500
Fundraising and other donations	1,846	16
Grants and donations	37,879	26,900

6. Premises and Administrative costs

	2023	2,022
	£	£
Premises expenses		
Heat, Light & Water	845	596
Building & Maintenance Costs	0	101
Administrative overheads		
Insurance	1,716	1,607
Governance Costs - MSSC	100	100
Telephone & Broadband	459	246
Postage, Printing & Stationery	92	111
Refund of Dwr Cymru deposit paid 2019-20		-560
Unpresented cheque 2019-20 written back		-208
Total support costs	3,213	1,994



7. Assets

	Freehold property	Equipment	Fixtures & Fittings	Total
Cost				
At 1 April 2022	0	53,029	4,056	57,085
Additions		25,841	10,810	36,651
Disposals	0			0
At 31 March 2023	0	78,870	14,866	93,736
Reduce value by 20% a year				
At 1 April 2022	0	14,110	1,159	15,269
Disposals				
Reduction for the year	0	12,952	2,741	15,693
At 31 March 2023	0	27,062	3,901	30,962
Valuation				
At 31 March 2023	0	51,808	10,965	62,774
At 31 March 2022	0	38,919	2,896	41,816

Analysis of spend on Assets by type

	Equipment 2023 £	Fixtures & fittings 2023 £	Equipment 2022 £	Fixtures & fittings 2022 £
Training Equipment	5,308	19	1,191	
Building & Maintenance		10,590		138
Boats & Maintenance	18,722		14,593	1,314
Vehicles & Maintenance			11,000	
Other Equipment	1,811	202	4,345	428
	25,841	10,810	31,130	1,880

8. Movement in funds

	Bank and cash from 2022 £	Movement in funds 2023 £	Transfers between funds 2023 £	Bank and cash to 2024 £
All funds are unrestricted	20,298	-4,268	0	16,029
Analysis of Movement in funds 2023	Receipts	Payments	Other Gains & Losses	Movement in funds
	£	£	£	£
	47,340	-51,609	0	-4,268