

Tenby Sea Cadets
Annual Report
2023-24



Tenby Unit 453 Of The Sea Cadet Corps

Report
and
Receipts and Payments Accounts

31st March 2024

The Charity Registration Number is: 524451



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Trustees' Annual Report for the year ended 31 March 2024

The Trustees present their Report and Accounts for the year ended 31 March 2024

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)

Sub Lieutenant (SCC) Lloyd Jones RNR (Commanding Officer)

Mrs Mara Coburn (Parents and Supporters Association Chairperson)

Mr Peter Kraus

Mr David Morgan

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

Throughout the past financial year, the unit has continued growing and developing a greater relationship with the community of Tenby and surrounding areas. Of which we have seen the growth within the ranks of the unit from both young people and adult volunteers.

We have seen our young people take part in many different activities throughout the town such as Parades and assisting with events. Outdoor training was once again one of our main focuses so that we are able to keep growing and be in the public eye. This gave our young people the chance to gain qualifications from various awarding bodies such as the Royal Yachting Association, British Canoeing and British Rowing.



Although we have seen growth in our numbers, assets and equipment, there is a current ongoing risk to our operation in our current building, which has been ongoing through lease discussions and proposals for some time with Pembrokeshire County Council. Unfortunately, we are no further forward, and this remains a significant risk to the charity as a result; however, we remain optimistic for an acceptable outcome being reached.

Over the financial year we have received various grants throughout the year that have helped us progress with developing the unit. This year we have updated the fire exit steps which were degrading due to them previously being wooden, so we installed metal framed steps to allow for a safer exit, also we have updated our boat deck area to allow for an easy storage area whilst making the area tidy.

This year the unit was delighted to be able to celebrate with another Burgee from the organisation for performing highly as a Sea Cadet Unit, placing us in the top 25% of units within the United Kingdom. Making this the 3rd consecutive Burgee for the unit, to which we were also nominated for the Best Junior Sea Cadet's award by the District Team of West Wales. Whilst at the South West Area Conference, we were delighted to be awarded the Cleverly Award which is the Area's recognition for the Best Junior Section. Also, our Admin Officer PO (SCC) Suzanne Bainton got runners up for the Best Administration Officer for the Area. A massive well done to 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 throughout the year give their time to develop our amazing cadets and charity.

8. Financial Review

The Statement of Financial Activities for the year shows Total Receipts of £50,423 and Payments of £47,519, giving a net increase in funds of £2,904. Payments include £10,050 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 2024 the Charity held £18,934 in unrestricted funds at the bank and in cash.



9. Statement of the Trustees' Responsibilities

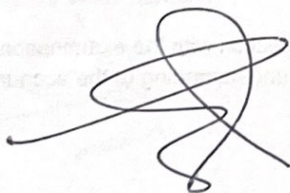
The Trustees are responsible for preparing the trustees' report and the financial statements in accordance with the Charities Act 2011. The Trustees have elected to prepare accounts on a receipts and payments basis under section 133 of the Act. The accounts are a factual report of cash transactions in 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 2024.

A handwritten signature in black ink, appearing to be "Gary Coburn", written over a faint, illegible background.

Gary Coburn
Chair



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Report of the Independent Examiner to the Trustees of the charity on the accounts for the year ended 31 March 2024

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 2024.

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 13th September 2024.



Section B: Assets and Liabilities at the year end

	2024 £	2023 £
B1 Cash funds: bank and cash	18,934	16,029
B2 Other monetary assets	0	0
B3 Investment assets	0	0
B4 Assets retained for the charity's own use		
Assets purchased since April 2020	Cost £	Cost £
Equipment	84,156	76,120
Fixtures & Fittings	16,880	14,866
Total	101,036	90,986
B5 Liabilities	0	0

The financial statements were approved by the Board of Trustees and authorised for issue on 2024 and were signed on its behalf by:

Gary Coburn

Chair



Statement of Financial Activities for the year ended 31 March 2024

All funds are unrestricted and shown to the nearest £.

Section A: Receipts and Payments		2024	2023
		£	£
A1 Receipts			
Donations and Grants		42,672	41,979
Course Fees		1,520	1,148
Travel Expenses Refund (MSSC)		1,642	2,640
Tuck Shop, Certificates and Polo Shirts		1,679	1,532
Interest on deposit account		109	41
<i>Sub total - gross income</i>		47,623	47,340
A2 Asset and investment sales			
Receipts from sale of assets and insurance receipt		2,800	0
<i>Sub total</i>		2,800	0
	Total Receipts	50,423	47,340
A3 Payments			
Fundraising or Special Events Costs		808	2,182
Goods for Resale (Tuck Shop etc)		2,335	1,084
Competition costs, Travel and Training Courses		19,913	5,647
Training Equipment		2,000	100
Premises and Administrative Costs		4,617	3,213
Boats and Maintenance Costs		6,721	420
Vehicles and Maintenance and Fuel Costs		770	1,345
Other Equipment		305	968
<i>Sub total</i>		37,469	14,958
A4 Asset and investment purchases			
Equipment		8,036	25,841
Fixtures and Fittings		2,014	10,810
<i>Sub total</i>		10,050	36,651
	Total Payments	47,519	51,609
	Net (Receipts - Payments)	2,904	-4,268
A5 Transfers between funds		0	0
A6 Cash funds at end of previous year		16,029	20,298
	Cash funds at year end	18,934	16,029



Notes to the Accounts for the year ended 31 March 2024

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 - Equipment and Fixtures & Fittings

For simplicity, only the cost of Equipment and Fixtures & Fittings purchased in the last 5 years and retained for the Charity's own use is shown on the statement. The Unit maintains an inventory of assets for insurance purposes.

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	2024	2023
	£	£
Grants and donations	37,900	37,879
Cadet Contributions (Subs, Uniform)	4,772	4,100
Total donations and grants	<u>42,672</u>	<u>41,979</u>



5. Grants and Donations in detail

	2024	2023
From government and public bodies	£	£
Sport Wales	23,885	13,218
Tenby Town Council	2,704	204
Marine Society & Sea Cadets		10,000
Community Foundation in Wales		2,000
Pembrokeshire Association of Voluntary Services		3,500
Port of Milford Haven Community Grant		1,219
Dwr Cymru community fund		250
Total from government and public bodies	26,589	30,391
Other grants, donations and fundraising	£	£
The Gosling Foundation - Grant	3,000	
Skipton Charitable Trust - RS Equipment Grant	1,500	
The YAPP Charitable Trust - Grant	1,500	
CARTEN 100 - Donation and riders' donations	1,270	1,000
Tesco - Groundwork Bags for Help Grant	1,000	
Oakdale Trust - Grant	750	
Local Giving Ltd (Big Magic Little Grants)	500	500
Belvedere Care Ltd	500	
Coshaston Brewery - Pub Quiz Donation	450	
St Mary's Church Donation	250	500
Making a Difference - CK Foodstores Donation	250	
Fundraising and other donations	341	1,846
Card Factory Foundation - Grant		500
Co-Op Community Fund		3,142
Grants and donations	37,900	37,879



6. Premises and Administrative costs

	2024 £	2023 £
Premises expenses		
Heat, Light & Water	1,447	845
Building & Maintenance Costs	527	0
Administrative overheads		
Insurance	1,221	1,716
Governance Costs - MSSC	100	100
Telephone & Broadband	481	459
Postage, Printing & Stationery	841	92
Total support costs	4,617	3,213

7. Assets

Assets purchased in the previous 5 years, less disposals, are shown in the statement.

Assets retained for the Charity's own use

	Freehold property	Equipment	Fixtures & Fittings	Total
Cost				
2020-21	0	21,900	2,176	24,075
2021-22	0	31,130	1,880	33,010
2022-23	0	25,841	10,810	36,651
2023-24	0	8,036	2,014	10,050
Total purchases April 2020 - March 2024	0	86,906	16,880	103,786
Less disposals (from 2021-22)		-2,750		-2,750
Assets retained for the Charity's own use	0	84,156	16,880	101,036

8. Movement in funds

	Bank and cash from 2023 £	Movement in funds 2024 £	Transfers between funds 2024 £	Bank and cash to 2025 £
All funds are unrestricted	16,029	2,904	0	18,934

Analysis of Movement in funds 2023

Receipts £	Payments £	Other Gains & Losses £	Movement in funds £
50,423	-47,519	0	2,904