



SOUTHAMPTON SEA CADET UNIT

MINUTES OF THE ANNUAL GENERAL MEETING

HELD ON MONDAY 16th OCTOBER 2023

The meeting opened at 1900

Present

UMC

Captain Andrew Moll (Chairman)
Mr Stuart King (Vice Chairman)
Lieutenant Lindsay Bassett (Commanding Officer)
Mr Martin Kelly (Treasurer)
Mrs Catherine Tipper (Fund-Raising)
John Simmonds

Staff

WO2 J Zobel (1st Lieutenant)
PO Simon Tipper (Boats Officer)
PO Charlie Lloyd (Training Officer)
PO Alex Blake
PO Daniel Beardshaw
PO Pete McCullagh
PO Josh Williamson

Parents/Guardians and members of the public - 33

1. Apologies for absence

Captain Martin Phipps (President)
Mr John Onslow (Secretary)

2. Opening comments by Chair of UMC

The Chairman opened the meeting, welcomed all those in attendance and presented a brief account of the achievements of the last year particularly as regards the Unit site including the completion of the Pontoon Project, and the gift of the slipway.

It was noted that work still needed to be done on Union Castle and the Sea Wall and that the committee were taking steps to ensure the unit was free from RAAC. He also said that the lease renewals were being pursued to ensure the long-term security of the tenure of the site.

3. Minutes of the last AGM for adoption

The minutes of the last AGM on 19th October 2022 were accepted as a true record of that meeting. The minutes were signed by the Chairman.

4. Matters arising from the minutes of the last meeting

There were no Matters Arising.

5. Unit Chairman's Report

Infrastructure

There have been two significant developments this year:

- Our pontoons have been extended, doubling their capacity, and we now have a channel limit marker at the NW extremity. It took us a long time to secure the necessary consents, but once they were in place Walcon Marine installed the new pontoons quickly and efficiently.
- Part II of our marine development project was to have the slipway re-surfaced. This received a significant shot in the arm when DP World agreed to fund the project, using Earlcoate to carry out the works. As all the permissions were already in place, the work was able to proceed quickly, and the slipway was completed by mid-summer ready for the boating season.

Turning to the remainder of the estate:

- The **main block** continues to age but to date has only needed fairly minor running repairs. These included sorting out the main drainage and providing a conduit to drain off excessive rainwater (all exciting stuff).
- **Canute building** is faring well but will need a repaint over the winter.
- **Union Castle building** needs most work, which realistically involves gutting the inside of the building and installing a higher damp-proof membrane before re-building the interior.

Most of these tasks are within the skill set of the gifted amateur and will be tackled by the management team with support from parents and staff when the going gets tough. Please keep an eye out for e-mails asking for help and assistance.

Finally, externally, the **sea wall** continues to deteriorate. While we will continue with patch repairs when necessary, a permanent repair will be a much larger task; we need to assure our continued tenure of the property before taking on works of this scale.

I cannot move on without mentioning Reinforced Autoclaved Aerated Concrete (or RAAC). Research indicates that it is unlikely that the building contains RAAC, but we are in the process of contracting a surveyor to make a professional check. If all is well, you will hear nothing more. **[PMN: a survey has identified that the main building is free of RAAC.]**

Before moving on to Fund-raising, I would like to record my thanks to Paul Tosswell, of Lymington Marine Services, who drew up the plans and steered us through the process of securing the necessary approvals and consents; DP World and Earlcoate for generously re-surfacing our slipway, and to Walcon Marine, for another great pontoon installation.

Fund-raising.

As I briefed last year, our fund-raising falls into two main categories:

- Money to buy new equipment and to fund infrastructure projects. And;
- Money to keep the Unit running, including paying the rates and utilities bills or putting fuel in the boats and minibus.

The Treasurer will say more about fund-raising in general, but due to DP World's generosity, as autumn moves into winter, we are solvent and have a reserve of about one-year's running costs in the bank.

However, I cannot move on without a big shout out to everyone who helped with this year's Boat Show Raffle. Many of our long-term benefactors, and some new ones, kindly donated raffle prizes (a list will accompany these Minutes), and parents, staff, trustees and cadets

who all gave their time to sell tickets. My particular thanks to Mr Wagner and his team, Mr Gibbs, and Mr and Mrs Smith, who all gave up their time to help. Our fund-raising coordinator, Catherine Tipper, has analysed this year's show and footfall continues to drop, as do our takings. However, in all we cleared £2350, which is unrestricted funding that we can utilize as necessary.

Equipment

There have been few additional to our equipment this year, save that MSSC has kindly allocated the Unit two additional Zest dinghies as we regularly host other Units' boating activities.

In other respects, the Unit's equipment is in good order with no obvious deficiencies.

Personnel

UMC. Those of you that attended last year's AGM will recall that Giuseppe Saiva volunteered to join the Trustees, bring our number back to seven. I have not received any applications to join the Trustees at this AGM but note that we could do with more to help spread the load, and anyone with either fund-raising or PR skills would be particularly welcome. Parents are allowed, provided they do not take over the committee, sell all the assets and emigrate, so please get in touch.

I will leave the Commanding Officer to comment on staff and cadet numbers, but from the trustees' perspective both look healthy, and we have a waiting list of young people keen to join as cadets.

Looking ahead

While both our leases are not quite ready for renewal, we are keen to renew them soon to secure our long-term tenancy of the Unit. Until this has been achieved, it is pointless planning to spend vast sums on developing the Unit and, in any event, funders will not donate unless they can see a long-term benefit to their investment.

However, in no particular order, we do have three significant projects that will take funding:

- The first, I have already mentioned, which is repairing the sea wall.
- The second, is making whatever changes MSSC requires so we again keep drill rifles at the Unit.
- The third, is to improve the provision of toilets and showers so the Unit can host more weekend activities.

And, of course, once the renewed leases are in hand, we can start to focus on our next development project.

Closing remarks

In closing, I would like to record my thanks to the President, Martin Phipps, and the Unit's trustees, the UMC, for all the hard work they do behind the scenes to provide the facilities the Unit uses. You do not see much of the UMC, but without them the Unit could not function.

I would also like to thank the Commanding Officer, First Lieutenant, and the rest of the staff for all the work they do front of house. Theirs is the tougher job because, as trustees, we can often fit our volunteer contribution around our other activities and commitments. However, the staff have to be available when there is training going on and, as any teacher will tell you, that requires preparation time as well. They have given selflessly of their time, and I would like to ask you to give them a round of applause.

Finally, I would like to thank everyone who has supported the Unit, in whatever way, over the last year. From parents who have kept paying the cadets subs, to businesses that have helped with discounted or pro bono work, to the charities who have generously given us grant money, and to the City Council and the staff at MSSC, thank you.

6. Commanding Officer's Report

I would like to firstly thank the UMC for all their hard work and support. I would also like to congratulate Andy on his Lord Lientenann's Award for Meritorious Service in recognition of his service to the Sea Cadets over many years.

What another fantastic year we have had at T.S Southampton, as most people are aware the unit year runs from October – October. We started the year with life getting back to normal and the prospect of having competitions for the first time in 2 years. So, training started for the first of these - Drill and Piping. Over the course of the Winter the cadets trained extremely hard in Piping, colour party and continuity drill. Alongside this we returned to the streets of Southampton for the November Remembrance service to remember those that have fallen in conflict and war. The cadets were smart and well turned out for the first big parade for 2 years and for many this was the first they had ever taken part in.

Life at cadets began to feel very much like we had never been away especially with the return of the cadets' Christmas party.

In February the teams for Drill and Piping took part in the District competition and they absolutely smashed it, winning every category we entered. This meant more training and then onto the Area competition. Again, they absolutely showed their hard work and commitment and won every event they entered so all except the juniors were off to the National Drill and Piping competition .

Heading down to HMS Raleigh the teams were buoyant and confident in their hard work, and they showed the amazing team spirit that they have not only for each other but others in the Area. It was with great pride that I was able to stand and watch them preform at Nationals and see the Team piping and Colour party win Gold. It was a valiant 4th for the young continuity team and 2nd Individual piping for LC Tipper.

This year has seen the return of residential courses which the cadets have embraced, going on a total of 263 courses. These varied from Kayaking to Adventure training, First Aid to Marine Engineering and lots more in between. Alongside attending the courses, the cadets have attended unit training and this year they have collectively gained 456 qualifications. This is an outstanding achievement and is testament to the hard work of the adult volunteers that facilitate the unit training and especially the training officer PO Charlotte Lloyd who ensures that all the cadets are receiving a full and varied training programme that has enabled them collectively to attain 50 promotions this year.

We have seen the return to DofE expeditions and my thanks to CPO Forsdike and WO2 Zobel for running these and ensuring that the cadets are able to complete their bronze and silver awards.

As a Sea Cadet unit we like nothing more than to be on the water, and we are very fortunate that we have access to the River Itchen most parade nights when the tides are right. We are also fortunate to have a fantastic team of volunteers that are skilled in boating disciplines and enjoy being out on the water. This has meant that along with the courses the cadets have attended we have accumulated over 1500 hours on the water this year.

I would like to take this opportunity to say how grateful and thankful I am to work alongside a brilliant group of adult volunteers, none of our achievements this year would have been possible without their hard work and dedication. I would like to welcome two new members of the training team, Colour Sergeant Hawkins and CI Lawson, who have recently joined us and already feel like part of the team.

I would like to thank you the parents and supporters for your hard work in supporting the cadets by ferrying them around, ensuring they have the right kit and cheering them on.

Lastly, I would like to thank the cadets. I have been the Commanding Officer for 6 years now and there are times when I think why am I doing this? Why am I getting up at 5 a.m. on a Sunday? I then see all your smiling faces, the hard work, the tears sometimes and the sheer determination that you all show and I think 'this is why'. I am so privileged and honoured to be your CO and I happily state with pride that I am CO of Southampton wherever I go. You are amazing young people who all achieve so much while having fun and encouraging each other.

I look forward to the next 12 months and all that we can achieve.

8. Treasurer's Report and adoption of accounts

[See: Appendix I; Financial Report to AGM - accounts for 1st April 2021 to 31st March 2021.]

The Treasurer presented the unapproved accounts as completion of the audit was awaited. See Appendix I below. These will be approved by the UMC in due course.

Post meeting EGM held 1 November 2023:

The accounts presented were approved for adoption as a true record.

9. Election/Re-election of Unit Management Team (UMT) Trustees

All the members of the UMC indicated they were happy to stand for re-election. In the absence of the President, the District Officer conducted the election. Each trustee was formally elected by the meeting for a further 12 months.

The elected members of the Unit Management Committee for the next year are, therefore:

Andrew Moll
Stuart King
John Simonds
Catherine Tipper
Martin Kelly
John Onslow
Giuseppe Saieva

10. Any Other Business

No points raised.

Andrew Moll
Chairman of Trustees
Southampton Sea Cadets

Financial Report to AGM -for 1 April 2022- 31 Mar 2023

	2022- 23		2021- 22	
	£		£	
Income				
	11,370.		10,900.	
Cadet Donations	50		00	
Fundraising/Other	28,126.		22,262.	
Donations	35		46	
Uniforms	-228.20		326.00	
Other	545.58		0.00	
	39,814.	39,814.	33,488.	33,488.
Total Income:	23	23	46	46
Expenditure (revenue)				
Administration and				
Banking	208.40		469.43	
	3,576.3		4,025.9	
Training	4		3	
			1,462.0	
Boats	467.32		2	
	1,835.2		3,062.6	
Vehicles	1		1	
			1,453.5	
Insurance overpayment			9	
	8,697.7		8,684.7	
Premises (inc insurance)	2		2	
		14,784.		19,011.
Misc	0.00	99	-146.33	97
Expenditure (capital)				
	1,605.0		5,007.5	
Canute building	0		0	
			1,311.3	
Canoes	0.00		3	
			2,350.0	
IT	0.00		0	
	5,630.7	7,235.7	6,662.2	15,331.
Pontoon	0	0	6	09
		22,020.		34,343.
Total Expenditure		69		06
		17,793.		
Surplus/Deficit		54		-854.60
		23,051.		23,906.
Opening Balances		84		14
		40,845.		23,051.
Closing Balances		38		84
		17,793.		
Net Movement		54		-854.30

Southampton Sea Cadets

Financial Report to AGM - accounts for 1 April 2022- 31 Mar 2023

	2022-23		2021-22	
	£		£	
Income				
Cadet Donations	11,370.50		10,900.00	
Fundraising/Other Donations	28,126.35		22,262.46	
Uniforms	-228.20		326.00	
Other	545.58		0.00	
Total Income:	<u>39,814.23</u>	<u>39,814.23</u>	<u>33,488.46</u>	<u>33,488.46</u>
Expenditure (revenue)				
Administration and Banking	208.40		469.43	
Training	3,576.34		4,025.93	
Boats	467.32		1,462.02	
Vehicles	1,835.21		3,062.61	
Insurance overpayment			1,453.59	
Premises (inc insurance)	8,697.72		8,684.72	
Misc	0.00	14,784.99	-146.33	19,011.97
	<u>0.00</u>		<u>-146.33</u>	
Expenditure (capital)				
Canute building	1,605.00		5,007.50	
Canoes	0.00		1,311.33	
IT	0.00		2,350.00	
Pontoon	5,630.70	7,235.70	6,662.26	15,331.09
	<u>5,630.70</u>	<u>7,235.70</u>	<u>6,662.26</u>	<u>15,331.09</u>
Total Expenditure		22,020.69		34,343.06
Surplus/Deficit		<u>17,793.54</u>		<u>-854.60</u>
Opening Balances		23,051.84		23,906.14
Closing Balances		<u>40,845.38</u>		<u>23,051.84</u>
Net Movement		<u>17,793.54</u>		<u>-854.30</u>

26/10/2023

Yates & Co.

Chartered Accountants
27 Rosewood Gardens, Marchwood
Southampton, Hampshire
SO40 4YX

Southampton Sea Cadets

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	£		£	
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Misc	0.00	14,784.99	-146.33	19,011.97
	<u>0.00</u>		<u>-146.33</u>	
Expenditure (capital)				
Canute building	1,605.00		5,007.50	
Canoes	0.00		1,311.33	
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Pontoon	5,630.70	7,235.70	6,662.26	15,331.09
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