

# Queen's University Officers' Training Corps

Northern Ireland · Charity number 108603

## Details

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**Known as** QUEEN'S UOTC

**Status** Received

**Registered** 2022-05-17

**Register** [View on the Charity Commission for Northern Ireland register](#)

## Contact

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**Address** Tyrone House  
83 Malone Road  
Belfast  
County Antrim  
Tyrone House  
83 Malone Road  
BT9 6sj  
BT9 6SJ

**Phone** +44 (0)300 157 9463

**Email** [rmas-gp-uotcqueens-mailbox@mod.gov.uk](mailto:rmas-gp-uotcqueens-mailbox@mod.gov.uk)

**Website** <https://www.army.mod.uk/who-we-are/corps-regiments-and-units/university-officers-training-corps/queen>

## Activities

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**Purposes:** The Charity's object (the Object) is 'the promotion of efficiency of the armed forces of the Crown by the provision and support of facilities and activities for the efficiency and well-being of Service personnel'.

**What the charity does:** Other charitable purposes

**How the charity works:** Cultural, Education/training, Gender, General charitable purposes, Sport/recreation, Volunteer development, Welfare/benevolent, Youth development

**Who the charity helps:** Adult training, Ethnic minorities, Learning disabilities, Men, Mental health, Sexual orientation, Women, Youth (14-25 year olds)

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-09-30	£11,193	£10,751	£0	0

## Trustees

Name	Role	Appointed
Dawn Elizabeth Patience		
Ed Andrews		
Mr Joshua David Mckee		

**Queen's University Officers' Training Corps**

Northern Ireland - Charity number 108603

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# Accounts

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**Service (Charitable) Funds Final Accounts,  
 Managing Trustee's Report, Internal Audit  
 Board Report and Independent Examiner's Report (SORP 2005 compliant)  
 Regimental Accountant Scheme**

Army Form N1514  
 (Rev 11/09)

Unit: Queen's UOTC

Address: Tyrone House, 83 Malone Road, BELFAST, BT9 6SJ

In Respect of the CENTRAL BANK Fund/Charity

Charity Commission/Regulator registered number 108603

For the period from 01-Oct-23 to 30-Sep-24

**Managing Trustee(s) during the period:**

<b>From</b>	<b>01-Oct-2023</b>	<b>to</b>	<b>30-Sep-2024</b>	<b>Name</b>	<b>LT COL R W GRIEVE</b>
<b>From</b>		<b>to</b>		<b>Name</b>	
<b>From</b>		<b>to</b>		<b>Name</b>	

**Fund Manager(s) during the period:**

<b>From</b>	<b>01-Oct-2023</b>	<b>to</b>	<b>04-Jun-2024</b>	<b>Name</b>	<b>CAPT A F SCOTT</b>
<b>From</b>	<b>05-Jun-2024</b>	<b>to</b>	<b>30-Sep-2024</b>	<b>Name</b>	<b>MAJ A ADAMSON</b>
<b>From</b>		<b>to</b>		<b>Name</b>	

**Internal Auditor(s) during the period:**

<b>From</b>	<b>01-Oct-2023</b>	<b>to</b>	<b>30-Sep-2024</b>	<b>Name</b>	<b>CAPT A HENRY</b>
<b>From</b>		<b>to</b>		<b>Name</b>	
<b>From</b>		<b>to</b>		<b>Name</b>	

**Associate Auditor(s) during the period:**

Associate Auditor	MAJ D ANTHONY
Associate Auditor	WO1 C E M MCMASTER
Associate Auditor	WO2 M R FITZ-PATRICK

**Regimental Accountant(s) during the period:**

<b>From</b>	<b>01-Oct-2023</b>	<b>to</b>	<b>04-Jun-2024</b>	<b>Name</b>	<b>WO2 N SOLOMAN</b>
<b>From</b>	<b>05-Jun-2024</b>	<b>to</b>	<b>30-Sep-2024</b>	<b>Name</b>	<b>CAPT A F SCOTT</b>
<b>From</b>		<b>to</b>		<b>Name</b>	

**Statement of Financial Activities as at 30-Sep-2024**

	Unrestricted/ General Purpose/ Designated Funds	Restricted Funds	Endowment Funds	Total Funds	Previous Period Total Funds
Voluntary Income	0.00	1,200.85	0.00	1,200.85	3,706.76
Activities for Generating Funds	0.00	0.00	0.00	0.00	0.00
Investment Income	0.00	178.84	0.00	178.84	73.52
Income Resources from Charitable Activities	8,463.88	0.00	0.00	8,463.88	9,891.25
Other Incoming Resources	292.50	1,057.50	0.00	1,350.00	245.28
<b>Total Incoming Resources</b>	<b>8,756.38</b>	<b>2,437.19</b>	<b>0.00</b>	<b>11,193.57</b>	<b>13,916.81</b>

Investment Management Costs	0.00	0.00	0.00	0.00	0.00
Costs of Generating Funds	0.00	0.00	0.00	0.00	0.00
Charitable Activities	4,536.05	0.00	0.00	4,536.05	5,642.91
Governance Costs	0.00	0.00	0.00	0.00	0.00
Grants and Donations	500.00	1,511.79	0.00	2,011.79	4,178.49
Other Costs	3,790.57	412.70	0.00	4,203.27	7,589.43
<b>Total Resources Expended</b>	<b>8,826.62</b>	<b>1,924.49</b>	<b>0.00</b>	<b>10,751.11</b>	<b>17,410.83</b>
<b>Net Incoming/Outgoing Resources Before Transfers</b>	<b>-70.24</b>	<b>512.70</b>	<b>0.00</b>	<b>442.46</b>	<b>-3,494.02</b>

Gross transfers between funds (internal transfers)	0.00	0.00	0.00	0.00	0.00
<b>Net Incoming Resources before Holding Gains and Losses</b>	<b>-70.24</b>	<b>512.70</b>	<b>0.00</b>	<b>442.46</b>	<b>-3,494.02</b>

Gains on revaluation of the charity's fixed assets	0.00	N/A	N/A	0.00	0.00
Unrealised Gains on investments	0.00	N/A	N/A	0.00	0.00
Unrealised Losses on investments	0.00				0.00
<b>Net Movement in Funds</b>	<b>-70.24</b>	<b>512.70</b>	<b>0.00</b>	<b>442.46</b>	<b>-3,494.02</b>
<b>Total funds brought forward from previous year</b>	<b>18,926.03</b>	<b>21,385.91</b>	<b>0.00</b>	<b>40,311.94</b>	<b>43,805.96</b>
<b>Total funds carried forward</b>	<b>18,855.79</b>	<b>21,898.61</b>	<b>0.00</b>	<b>40,754.40</b>	<b>40,311.94</b>

## Balance Sheet as at

30-Sep-2024

Previous (£ )	<b>FIXED ASSETS</b>			Current (£ )
	522.79	Capital Property (tangible fixed assets)	385.60	
		Heritage Assets		
	0.00	Investments at Market Value	0.00	
522.79		<b>Total Fixed Assets</b>		385.60
<b>CURRENTS ASSETS</b>				
	195.30	Cash	999.43	
	17,065.87	Current Account	17,982.89	
	15,171.11	Deposit Account	15,428.25	
	3,569.47	Debtors	2,988.37	
	4,676.86	Stocks on Hand - Bar/Shop	4,018.85	
	222.68	Offrs' MBSB	86.28	
	741.86	WOs' & OR's MBSB	314.73	
41,643.15		<b>Total Current Assets</b>		41,818.80
42,165.94		<b>Total Assets</b>		42,204.40
<b>LIABILITIES</b>				
	1,854.00	Sundry Creditors	1,450.00	
		VAT Control		
		VAT Payable		
1,854.00		<b>Total Liabilities</b>		1,450.00
40,311.94		<b>Total Assets Minus Liabilities</b>		40,754.40
<b>UNRESTRICTED/GENERAL PURPOSE FUND</b>				
	22,597.48	Balance as per last Balance Sheet	18,926.03	
		Add Excess of Income		
	3,671.45	Deduct Excess of Expenditure	70.24	
18,926.03		<b>Accumulated Unrestricted/General Purpose Fund</b>		18,855.79
18,926.03		<b>Total Unrestricted &amp; Designated Funds</b>		18,855.79
<b>TOTAL FUNDS</b>				
	21,385.91	Total Restricted Funds	21,898.61	
	0.00	Total Endowment Funds	0.00	
	0.00	Total Designated Funds	0.00	
	18,926.03	Accumulated Unrestricted/General Purpose Funds	18,855.79	
40,311.94		<b>Total Funds</b>		40,754.40

**RESTRICTED FUNDS**

	6,673.40	OFFICERS' MESS	6,354.16
	3,103.42	WOs' & ORs' MESS	2,099.02
	10,551.59	CORPS CHARITABLE TRUST FUND	10,730.43
	0.00	AT FUNDS	1,657.50
	1,057.50	Army Central Funds	1,057.50
21,385.91		<b>Total Restricted Funds</b>	21,898.61

**ENDOWMENT FUNDS**

0.00		<b>Total Endowment Funds</b>	0.00

**DESIGNATED FUNDS**

0.00		<b>Total Designated Funds</b>	0.00

FFR used £1.00=

Date 15 Jan 25 Fund Manager (Regimental Accountant Scheme) / Account Holder (Audit Board Scheme) Signature \_\_\_\_\_ Original Signed \_\_\_\_\_

Date 17 Jan 25 Managing Trustee Signature \_\_\_\_\_ Original Signed \_\_\_\_\_

Expenditure/Losses (Resources Expended)	Current Period	Previous Period	Income/Gains (Incoming Resources)	Current Period	Previous Period
<b><u>INVESTMENT MANAGEMENT COSTS</u></b>			<b><u>VOLUNTARY INCOME</u></b>		
<b><u>COST OF GENERATING FUNDS</u></b>			<b><u>ACTIVITIES FOR GENERATING FUNDS</u></b>		
<b><u>CHARITABLE ACTIVITIES</u></b>					
Trading Account Loss	4,536.05				
Stock purchases					
			<b><u>INVESTMENT INCOME</u></b>		
			<b><u>INCOME RESOURCES FROM CHARITABLE ACTIVITIES</u></b>		
			Trading Account Profit	1,104.53	2,136.76
			Grants	2,290.00	0.00
			Bank Interest	78.30	31.78
			Corps Functions/Dinners	150.00	315.00
			Refunds	55.00	0.00
			Catering Trg Events		0.00
			Donations		1,607.01
			RMAS - MoD B Prize Money	250.00	0.00
			Adjustments		0.00
			38X - Army Welfare Grant		0.00
			38X - Gainshare Grant		48.40
			Bar Sales (less profit)	4,536.05	
<b><u>GOVERNANCE COSTS</u></b>					
<b><u>GRANTS AND DONATIONS</u></b>					
Grants	500.00	2,523.91			
Army Welfare/Gainshare		954.58			



Expenditure/Losses (Resources Expended)	Current Period	Previous Period	Income/Gains (Incoming Resources)	Current Period	Previous Period
<u>CHARITABLE ACTIVITIES</u>			<u>INCOME RESOURCES</u>		
Trading purchases including trade expenses less write off/mess guests/cost sales.	3,878.04	4,953.91	<u>FROM CHARITABLE</u>		
			<u>ACTIVITIES</u>		
			Trading sales less cost price sales	5,535.82	7,779.67
Opening stock - Closing Stock	658.01	689.00			
Add/Subtract to Trading purchases as above	4,536.05	5,642.91			
Adjusted trading purchases to be used at SOFA cell <b>(B21)</b>	4,536.05	5,642.91			

Expenditure/Losses (Resources Expended)	Current Period	Previous Period	Income/Gains (Incoming Resources)	Current Period	Previous Period
<b><u>INVESTMENT MANAGEMENT COSTS</u></b>			<b><u>VOLUNTARY INCOME</u></b>		
			Mess Subscriptions	175.50	813.00
			Property Subscriptions	0.00	0.00
			Presentation Subscriptions	43.35	201.26
<b><u>COST OF GENERATING FUNDS</u></b>			<b><u>ACTIVITIES FOR GENERATING FUNDS</u></b>		
<b><u>CHARITABLE ACTIVITIES</u></b>			<b><u>INVESTMENT INCOME</u></b>		
<b><u>GOVERNANCE COSTS</u></b>			<b><u>INCOME RESOURCES FROM CHARITABLE ACTIVITIES</u></b>		
<b><u>GRANTS AND DONATIONS</u></b>			Corps Dinner/Functions	405.89	75.00
Oktoberfest	80.00	0.00			



Restricted Funds analysis as at

30-Sep-2024 (WO's, SGT's & JNCO's Mess)

Expenditure/Losses (Resources Expended)	Current Period	Previous Period	Income/Gains (Incoming Resources)	Current Period	Previous Period
<b><u>INVESTMENT MANAGEMENT COSTS</u></b>			<b><u>VOLUNTARY INCOME</u></b>		
			Mess Subscriptions	267.00	1,217.00
			Presentations	90.00	418.00
<b><u>COST OF GENERATING FUNDS</u></b>			<b><u>ACTIVITIES FOR GENERATING FUNDS</u></b>		
<b><u>CHARITABLE ACTIVITIES</u></b>			<b><u>INVESTMENT INCOME</u></b>		
			<b><u>INCOME RESOURCES FROM CHARITABLE ACTIVITIES</u></b>		
			Donation	25.00	1.00
<b><u>GOVERNANCE COSTS</u></b>					
<b><u>GRANTS AND DONATIONS</u></b>					
Corps Winter Ball	715.00	0.00			
Corps Dinner	210.90	125.00			
Annual Camp - Dinner Grant	100.00	0.00			
Annual Camp - Mess Function		0.00			
St Patrick's Day Function		0.00			
Corps Cocktail Party		0.00			
EX Northern Lights - Dinner		0.00			

Restricted Funds analysis continued as at

30-Sep-2024

Expenditure/Losses	Current	Previous	Income/Gains	Current	Previous
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Expenditure/Losses (Resources Expended)	Current Period	Previous Period	Income/Gains (Incoming Resources)	Current Period	Previous Period
<b><u>INVESTMENT MANAGEMENT COSTS</u></b>			<b><u>VOLUNTARY INCOME</u></b>		
<b><u>COST OF GENERATING FUNDS</u></b>			<b><u>ACTIVITIES FOR GENERATING FUNDS</u></b>		
<b><u>CHARITABLE ACTIVITIES</u></b>					
			<b><u>INVESTMENT INCOME</u></b>		
			Interest	178.84	73.52
			<b><u>INCOME RESOURCES FROM CHARITABLE ACTIVITIES</u></b>		
			Donations	0.00	108.39
<b><u>GOVERNANCE COSTS</u></b>					
<b><u>GRANTS AND DONATIONS</u></b>					
Leadership Award	0.00	500.00			





<u>INTERNAL TRANSFERS</u> <sup>3</sup>			<u>INTERNAL TRANSFERS</u> <sup>4</sup>		
Total Expenditure	0.00	0.00	Total Income	0.00	1,057.50
Excess of Income	0.00	1,057.50	Excess of Expenditure	0.00	
Grand Totals	0.00	1,057.50	Grand Totals	0.00	1,057.50

<sup>3</sup>This Will include all transfers including those to designated funds.

<sup>4</sup>This will include all transfers including those from designated funds.

Restricted Funds analysis as at

30-Sep-2024

(AT Fund)

Expenditure/Losses (Resources Expended)	Current Period	Previous Period	Income/Gains (Incoming Resources)	Current Period	Previous Period
<b><u>INVESTMENT MANAGEMENT COSTS</u></b>			<b><u>VOLUNTARY INCOME</u></b> DofE Grant	600.00	0.00
<b><u>COST OF GENERATING FUNDS</u></b>			<b><u>ACTIVITIES FOR GENERATING FUNDS</u></b>		
<b><u>CHARITABLE ACTIVITIES</u></b>			<b><u>INVESTMENT INCOME</u></b>		
			<b><u>INCOME RESOURCES FROM CHARITABLE ACTIVITIES</u></b>		
<b><u>GOVERNANCE COSTS</u></b>					
<b><u>GRANTS AND DONATIONS</u></b>					

Restricted Funds analysis continued as at

30-Sep-2023

Expenditure/Losses (Resources Expended)	Current Period	Previous Period	Income/Gains (Incoming Resources)	Current Period	Previous Period
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Expenditure/Losses (Resources Expended)	Current Period	Previous Period	Income/Gains (Incoming Resources)	Current Period	Previous Period
<b><u>OTHER COSTS</u></b>			<b><u>OTHER INCOMING RESOURCES</u></b>		
<b><u>INTERNAL TRANSFERS<sup>3</sup></u></b>			<b><u>INTERNAL TRANSFERS<sup>4</sup></u></b>		
<b><u>UNREALISED LOSS ON INVESTMENTS</u></b>			<b><u>GAIN ON REVALUATION OF FIXED ASSETS</u></b>  <b><u>UNREALISED GAIN ON INVESTMENTS</u></b>		
Total Expenditure	0.00	0.00	Total Income	0.00	0.00
Excess of Income			Excess of Expenditure		
Grand Totals	0.00	0.00	Grand Totals	0.00	0.00

<sup>3</sup>This Will include all transfers including those to designated funds.

<sup>4</sup>This will include all transfers including those from designated funds.



Expenditure/Losses (Resources Expended)	Current Period	Previous Period	Income/Gains (Incoming Resources)	Current Period	Previous Period
<b><u>OTHER COSTS</u></b>			<b><u>OTHER INCOMING RESOURCES</u></b>		
<b><u>INTERNAL TRANSFERS</u><sup>3</sup></b>			<b><u>INTERNAL TRANSFERS</u><sup>4</sup></b>		
Total Expenditure	0.00	0.00	Total Income	0.00	0.00
Excess of Income			Excess of Expenditure		
Grand Totals	0.00	0.00	Grand Totals	0.00	0.00

<sup>3</sup>This Will include all transfers including those to designated funds.

<sup>4</sup>This will include all transfers including those from designated funds.

**Notes to the accounts (Paras 2 to 12 are to be completed by all funds which have a gross income of £100K or over and those funds already registered with the Charity Regulator, all other funds are to complete Paras 6 and 7 and the declarations at Para 12):**

1. Principal Accounting Policies

- a. Accounting Convention. The financial statements are prepared under the historical cost convention as modified by the inclusion of investments at market value and in accordance with applicable accounting standards. In preparing the financial statements the charity follows best practice as set out in the Statement of Recommended Practice "Accounting and reporting by Charities" (SORP) 2005 (<http://www.charitycommission.gov.uk/investigations/sorp/sorp05docs.asp>)
- b. Incoming Resources. Income is recognised in the period in which the charity is entitled to receipt, and the amount can be measured with reasonable certainty. Grants from other agencies including donations and other income from activities are in furtherance of the charity's objects and are part of the general funds of the charity. A restricted fund is only recognised where this is an agreed and explicit condition of the grant or donor.
- c. Intangible Income. Due to the close collaborative relationship and the manner in which the charity's activities compliment those of the Army, intangible income, reflected in time and use of premises is not quantifiable or measurable and so is not recognised in the accounts.
- d. Resources Expended and Basis of Allocation of costs. Expenditure is included when incurred or exceptionally where a commitment is made which requires an accrual when payment is to be made in the subsequent accounting period. Similarly, where prepayments are made in recognition of commitments falling due in a subsequent accounting period, the appropriate credit is entered in the accounts and reversed the following year. Grants payable are included in the SOFA when approved by the Managing Trustee. Expenditure is recognised in the period in which it is incurred. The majority of costs are directly attributable to specific activities. Irrecoverable VAT is charged to the annual report and accounts.
- e. Governance Costs. Governance costs are the costs of professional advice, holding trustee meetings or committee meetings associated with decision making, any fee for audit or independent examination and any fee incurred in the preparation, statutory filing, printing or copying of the annual report and accounts.
- f. Capitalisation and Depreciation of Tangible Fixed Assets. All assets having a purchase value of more than £500 are capitalised. The cost of tangible fixed assets are written off by equal annual instalments over their expected useful lives using the following methods of depreciation:
- |                                   |   |  |
|-----------------------------------|---|--|
| Furniture, fixtures and equipment | - | Straight Line over a period of 2 - 10 years. |
| Motor vehicles                    | - | Straight Line over a period of 2 - 10 years. |
- Assets with a life of more than one year but with a purchase value of below £500 are included within the inventory but the cost is written off in the year it is incurred and is not depreciated over the useful life of the asset. Where the asset is depreciated over a period of more than 10 years, details of the item and period are to be provided following the notes on page 13.
- g. Fixed Asset Investment. Fixed asset investments are included at market value at the balance sheet date. Any gain or loss on revaluation is shown in the Statement of Financial Activities (SOFA) on page 2.

- h. Stocks. Purchased stocks are valued at the lower cost or net realisable value making due allowance for any obsolete or slow-moving items.
- i. Funds Accounting. Funds held by the charity are:
- (1) General Purpose/Unrestricted/Designated Funds. These are funds that can be used in accordance with the charitable objects at the discretion of the Managing Trustee. Designated funds are unrestricted funds which have been allocated/earmarked for a particular purpose by the Managing Trustee and are to be declared in the Managing Trustee's comments in accordance with Para 12 to these notes stating what they are intended to be used for and when.
  - (2) Endowment Funds. Endowment funds are those investments and other gifts accepted by the unit, the capital sum or property being held in perpetuity and the income only being available for charitable use.
  - (3) Restricted Funds. These are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is to be included in the notes to the accounts.
- j. Heritage Assets. In the course of the unit's history, the charity may have acquired gifts, memorabilia, regalia, silverware, antiques and other historical artefacts in the course of distinguished military service in service of the Crown. The value of these pieces is in large part derived from their close association with Regimental history which precludes the use of conventional valuation techniques being applied. Whilst the objects of the charity do not specifically include preservation and conservation, the pieces represent an essential element of celebrating the unit's history and foster esprit-de-corps. Consequently the Managing Trustee considers the charity to hold heritage assets both for functional use and as an element of national history on behalf of the nation. Heritage assets acquired prior to 1 Apr 06 are therefore not capitalised on the balance sheet but a description of those assets is disclosed as part of the notes to the accounts. Heritage assets acquired after 1 Apr 06 where the purchase price is known and which exceed £500.00 are included in the balance sheet at acquisition value but are not depreciated.
- k. Other Costs. Other costs are those costs not incurred in the undertaking of charitable activity in furtherance of the objects of the charity, i.e. the provision of facilities, recreational programmes or activities in furtherance of military efficiency. They are also costs incurred in the making of grants and donations, in the costs of generating funds, i.e. the costs incurred in trading or fundraising undertaken by the charity, or in governance costs.

2. Grants Made. (if total grants are over 5% of the charity's total expenditure).

The charity made the following grants/donations:

Grants to institutions

Name of institutions	Purpose	Total number of grants given	Total amount of grants paid
Total grants to institutions		0	0.00

Grants to individuals

Purpose	Total number of grants given	Total amount of grants paid
Total	0	0.00

3. Related Party Transactions & Remuneration and Expenses

Whilst the charity has a close working relationship with the Army, there are no transactions with the Army which require disclosure under SORP 2005. The only transactions made by the charity in favour of the unit are wholly attributable to the charitable activities of furthering military efficiency. The Managing Trustee is an officer or equivalent and fulfils the role as trustee in accordance with the applicable laws and regulations. No expenses have been paid to the trustee. In the event that expenses have been paid to the trustee these are disclosed under the Managing Trustee's comments.

4. Analysis of Capital Property

	Fixtures fittings & equipment	Motor vehicles	Total
	£	£	£
Balance b/f	522.79	0.00	522.79
Purchases			0.00
Sales & W/Os			0.00
Depreciation	137.19	0.00	137.19
Balance c/f	385.60	0.00	385.60

5. Total Value of Investments by Category

	Value £
Carrying value (market value at beginning of year)	
Add additions to investments at cost (investments purchased)	
Less disposals at carrying value (investments sold)	
Add/(deduct) net gain/(loss) on revaluation (gain/loss at end of accounting period/audit)	0.00
Carrying value (market value) at end of year	0.00

Breakdown of Market Values at

Year End	GPF/ Unrestricted	Restricted	Endowment	Total value	Income during year
	Value £	Value £	Value £	Value £	Value £
Investment properties				0.00	
Investments listed on a recognised stock exchange				0.00	
Investments held in unit trusts or other collective investment schemes				0.00	
Investments in subsidiary or connected undertakings and companies				0.00	
Securities not listed on a recognised stock exchange				0.00	
Cash held as part of the investment portfolio				0.00	
Other investments				0.00	
Total	0.00	0.00	0.00	0.00	0.00

6. List of Debtors

Debtor	Date of Debt	Amount
Nijmegen 2023	12-Mar-23	655.00
DofE Fees	11-Aug-23	1,438.80
Incorrect Payment to Action Outdoors	20-Sep-23	32.50
Restore Datashred - PF invoices paid from SCF	30-Mar-24	520.50
Specsavers Vouchers - PF invoices paid from SCF	26-Oct-23	199.00
ECOPF Recovery - Grant	01-Sep-24	101.77
Bar Float	16-Sep-24	40.80
Total		2,988.37

\* ~~There are no amounts falling due after more than one year (delete as appropriate).~~

7. List of Creditors

Creditor	Date of Credit	Amount
Nijmegen 24 Personal contributions	30-Jun-24	1,100.00
Refund of Personal contribution for Ex SFE	17-Apr-23	150.00
Cash Float from CO (waiting for access to Bank)	15-Sep-24	200.00
Total		1,450.00

\* ~~There are no amounts falling due after more than one year (delete as appropriate).~~

8. Paid Employees

	This year £	Last year £
Gross wages paid	0.00	0.00
Employer's National Insurance paid	0.00	0.00
Pension Contributions paid	0.00	0.00
Total staff costs	0.00	0.00

Give the number of employees who were engaged in each of the following activities:

	This year £	Last year £
Costs of generating funds	0.00	0.00
Charitable activities	0.00	0.00
Other	0.00	0.00
Total	0.00	0.00

No individual employee received a salary of over £60,000.00

9. Governance Costs

	This year £	Last year £
Audit or independent examination fee	0.00	0.00

10. Restricted/Endowment Funds

Give details of the movements of the individual funds summarised in the restricted and endowment column of the Statements of Financial Activities (SOFA).

Fund Name	Fund Bal B/F	Incoming Resources for period	Outgoing Resources for period	<sup>1</sup> Transfers	<sup>1</sup> Gains and losses	Fund Bal C/F
Officers' Mess	6,673.40	218.85	538.09			6,354.16
WOs', Sgts' & ORs' Mess	3,103.42	382.00	1,386.40			2,099.02
Corps Charitable Trust	10,551.59	178.84				10,730.43
Army Central Funds	1,057.50					1,057.50
AT Funds	0.00	1,657.50				1,657.50
						0.00
						0.00

<sup>1</sup>Net transfers out and net losses are to be entered as negative figures.

**Queen's University Officers' Training Corps**

Northern Ireland - Charity number 108603

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# Accounts

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**Statement of Financial Activities as at 30-Sep-2023**

	Unrestricted/ General Purpose/ Designated Funds	Restricted Funds	Endowment Funds	Total Funds	Previous Period Total Funds
Voluntary Income	0.00	3,706.76	0.00	3,706.76	13,664.68
Activities for Generating Funds	0.00	0.00	0.00	0.00	0.00
Investment Income	0.00	73.52	0.00	73.52	0.00
Income Resources from Charitable Activities	9,781.86	109.39	0.00	9,891.25	10,278.03
Other Incoming Resources	245.28	0.00	0.00	245.28	10.00
<b>Total Incoming Resources</b>	<b>10,027.14</b>	<b>3,889.67</b>	<b>0.00</b>	<b>13,916.81</b>	<b>23,952.71</b>

Investment Management Costs	0.00	0.00	0.00	0.00	0.00
Costs of Generating Funds	0.00	0.00	0.00	0.00	0.00
Charitable Activities	5,642.91	0.00	0.00	5,642.91	5,626.89
Governance Costs	0.00	0.00	0.00	0.00	0.00
Grants and Donations	3,478.49	700.00	0.00	4,178.49	1,000.00
Other Costs	4,577.19	3,012.24	0.00	7,589.43	6,897.95
<b>Total Resources Expended</b>	<b>13,698.59</b>	<b>3,712.24</b>	<b>0.00</b>	<b>17,410.83</b>	<b>13,524.84</b>
<b>Net Incoming/Outgoing Resources Before Transfers</b>	<b>-3,671.45</b>	<b>177.43</b>	<b>0.00</b>	<b>-3,494.02</b>	<b>10,427.87</b>

Gross transfers between funds (internal transfers)	0.00	0.00	0.00	0.00	0.00
<b>Net Incoming Resources before Holding Gains and Losses</b>	<b>-3,671.45</b>	<b>177.43</b>	<b>0.00</b>	<b>-3,494.02</b>	<b>10,427.87</b>

Gains on revaluation of the charity's fixed assets	0.00	N/A	N/A	0.00	0.00
Unrealised Gains on investments	0.00	N/A	N/A	0.00	0.00
Unrealised Losses on investments	0.00				0.00
<b>Net Movement in Funds</b>	<b>-3,671.45</b>	<b>177.43</b>	<b>0.00</b>	<b>-3,494.02</b>	<b>10,427.87</b>
<b>Total funds brought forward from previous year</b>	<b>22,426.68</b>	<b>21,379.28</b>	<b>0.00</b>	<b>43,805.96</b>	<b>33,378.09</b>
<b>Total funds carried forward</b>	<b>18,755.23</b>	<b>21,556.71</b>	<b>0.00</b>	<b>40,311.94</b>	<b>43,805.96</b>

**Queen's University Officers' Training Corps**

Northern Ireland - Charity number 108603

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# Annual report

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Unit **Queen's University Officers' Training Corps**

Address **Tyrone House, 83 Malone Road, BELFAST, BT9 6SJ**

In Respect of the **Queen's UOTC - CENTRAL FUND** Fund/Charity

Charity Commission/Regulator-registered number **108603**

Description of the charity's trusts

This should include:

- a. Details, including date if known of the charity's governing document (e.g. trust deed, will, constitution etc): and
- b. A brief explanation of the charity's objects.

Where applicable, you may choose to give details of any specific investment powers of the charity.

Governing Document (e.g. Trust Deed, Constitution)	The link below pertains to the Queen's University Officers' Training Corps (in this document it is called the Charity) which incorporates the funds for the Officers' Mess, the Warrant Officers', Sergeants' & Junior Non-Commissioned Officers' Mess, and the Corps Charitable Trust Fund SNPF's:  <a href="#">Governing Document for Queen UOTC (Signed)</a>
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Objects of the Charity	The promotion of efficiency of the Armed Forces of the Crown by the provision and support of facilities and activities for the efficiency and well-being of service personnel.
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Explain briefly how trustees are elected or appointed and details of any induction and trustee training attended.

Trustee selection method	The person selected by the Army to be the unit's Commanding Officer will adopt the roles and responsibilities of the Managing Trustee at the start of their appointment.  The trustees for the Charity Commission for Northern Ireland (CCNI), are named by appointment rather than incumbent name, changes to the appointees are notified to the CCNI on Handover/Takeover of appointment.
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Trustee induction and training	Commanding Officer's (Designate) Course and unit induction.  CCNI Trustees are to read the Charity Regulations.
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Explain about what the charity is trying to do and how it is doing it. You are only required to provide a brief summary of the main activities and achievements of the charity during the year in relation to its objects.

Summary of main activities in relation to the Charity's objects	The purpose of this service fund is to assist in the development of third level students who want to to have a greater understanding of the Army and its role in society.
Summary of main achievements of the Charity during the year	The unit has provided a safe environment for undergraduate officer cadets to socialise, form friendships and train while away from their home environment. Goods sold in the officer cadets club/mess are deliberately kept low cost in order to cater for students on a tight budget. The proceeds of bar sales have been used to supplement sporting and other activities that assist in the personal development of the students. This includes: St Patrick's Day, Remembrance Day, Easter, Summer and Winter Sport Grants, COMEC Grants, Military Competition Grants and Attestation Parade Grant.

Provide a brief review of the financial position of the charity. This should include the principle types of income.

Financial Review	The Bar and PRI Shop provide the main source of income. The profit margin is set to maintain the expenditure requirements of the Corps.
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The Managing Trustee should give in their report a description of the following policies:

- a. For the selection of investments for the charity.
- b. For determining the level of income reserves held, stating and explaining the level of reserves held.
- c. Where grants are made by the charity, the selection of individuals and institutions who are to receive grants out of the assets of the charity.

Financial reserves policy	The Corps should retain sufficient funds to cover only its known costs and foreseeable future expenditure.
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Investments selection policy and performance of those investments	Only low risk with guaranteed returns. The bank interest rates have remained low due to the UK and World economies.
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Provide the name of all trustees/the Managing Trustee(s) of the charity for the year.

Managing Trustee's name/trustees' names	Lt Col M L F Potter R IRISH (1 Oct 22 - 4 May 23) Lt Col R W Grieve YORKS (5 May - 30 Sep 23)
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Serious Incidents	During this FY it has been identified that the subsequent accountant appointed from 26 Apr 23 lacked the qualification required to undertake the role. Further training has been provided but the quality of account management has not been achieved. The FM and previous accountant have reconstructed the accounts using the vouchers provided by the accountant and the bank statement. Stock checks and cash checks have not been able to be verified within this FY.
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Public Benefit Statement	<p>This fund provides public benefit by assisting service personnel to more effectively perform their roles within the Armed Forces. It does this by:</p> <ul style="list-style-type: none"> <li>*a. Providing and supporting mess facilities and social activities.</li> <li>*b. Providing and supporting sporting and Leadership and Resilience training activities. This assistance enables service personnel to face the challenges and danger associated with military service by developing and maintaining teamwork; skills; <i>fitness; confidence; character; spirit and attitude.</i></li> </ul> <p>The fund promotes the efficiency and morale of the Armed Forces, enhancing the British Army's ability to undertake the roles demanded of it including the defence of the United Kingdom and its interests.</p> <p>(I confirm that I have paid due regard to the Charity Commission of Northern Ireland's guidance on public benefit when deciding what activities the charity should undertake).</p>
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\*delete as appropriate.

Additional comments (include any declarations which were not correct (Pg 12/13)):

Signature: Original signed

Name: LT COL R W GRIEVE YORKS

Date: 26-Jun-24  
Nov 23 (Signed Jun 24)

Appointment: CO QUEEN'S UOTC

**Queen's University Officers' Training Corps**

Northern Ireland - Charity number 108603

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# Annual return

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## **Comd/SO2 SPS – Independent Examiner’s Report on the Accounts, and Comments**

Disclosure Section (Only to be completed if the examiner needs to highlight material problems/discrepancies)

Give here brief details of any items that the examiner wishes to disclose:

1. This AF N1514 was submitted late and should have been received by SPS Branch NLT 2 months after the end of the audit period – 30 Nov 23 (SFRs Chapter 21, Para 2111 refers).
2. The SOFA Unrestricted/GPF ‘Incoming Resources from Charitable Activities’ figure (£9,781.86) is different from the total on the Unrestricted/GPF analysis (£11,918.62). This requires an explanation as it throws out other figures on the SOFA and figures adjusted as required.
3. The balance sheet needs to be signed by the Fund Manager and Managing Trustee at page 4.
4. There are 7 debtors totalling £3,569.47 and although the Fund Manager has commented on this they are all between 9 and 15 months old and need to be cleared ASAP.
5. There are 4 creditors totalling £1,584.00 and although the Fund Manager has commented on this they are all between 12 and 14 months old and need to be cleared ASAP.

### Comd/SO2 SPS Comments

1. I have reviewed the Central Bank income for **Queen’s UOTC** over the last 3 Audit Periods and its genuine income has not exceeded £250,000 in one of these years. (**2020/21**-£9,761.86; **2021/22**-£23,952.71; **2022/23**-£13,916.81).
2. The operation and structure of the Charity is understood.
3. In the compilation of this report, I have referred to the Unit’s annual G1 Audit Report.
4. I have examined the PAXTON/AB 397 balances at the end of the audit period.
5. During the Unit’s annual assurance visit an appropriate level of sampling was conducted on all accounts and subsidiary books.
6. The Final Accounts and G1 Audit Report have revealed no unusual items, unexpected fluctuations or inconsistencies. The assets and liabilities are consistent with the type of activities that the Charity operates.
7. The fund operates on the accruals basis conforming with s.42(1).
8. The accounting policies are consistent in application and appropriate to the activities of the Charity.

9. There has been no event that has had an adverse impact on the worth of the Charity subsequent to this report.
10. This check is not applicable to this Fund.
11. Nothing further to report in addition to the comments made by the MT and IA.
12. There has been no deliberate act of misconduct in the administration of the Charity.

Independent Examiner's Electronically Signed  
Signature

Name Maj I H McDonald

Date: 28 Jun 24

Appointment SO2 SPS

**Fund Manager response** to Ser 2 of Disclosure Section:

2. *The SOFA Unrestricted/GPF 'Incoming Resources from Charitable Activities' figure (£9,781.86) is different from the total on the Unrestricted/GPF analysis (£11,918.62). This requires an explanation as it throws out other figures on the SOFA and figures adjusted as required.*

The SOFA is set up (by Pers Admin Branch) – the figures on the SOFA pull through automatically from the relevant part of the analysis sheet. When completing the SOFA the FM has not altered the formulas. The Independent Examiner's Advisor confirmed by TELCON that there were no figures to alter for this account.

The Queen's UOTC manual accounts will be managed in the following way from 1 Oct 23 onwards to make it easier to manage and independently account:

- Central Bank (with the following as individual accounts within the Central Fund:
  - PRI (incorporating 2 x trading accounts)
  - Officers' Mess
  - WOs', Sgts' & JNCOs' Mess
  - Corps Charitable Trust

FM Signature Electronically Signed

Name Capt A F Scott

Date: 28 Jun 24

Appointment Adjt/RAO Queen's UOTC