

**Minutes of the Unit Annual General Meeting held on Wednesday 23rd October
2024
at 19.30 at T.S. Whaddon**

Present:

Caroline Sears – Unit Chair.
Michael Snell – Treasurer
Hilary Collett – Secretary.
Graham Witkowski – Vice Chairman
Stuart Ball
Lt.(SCC) Joy Tilley RNR - Commanding Officer
Gillian Perris – Chair of P & S A.

Staff of TS Whaddon, Parents and Friends

Apologies

Apologies for absence were received from David Sears and Chi Okpala

**Matters arising from the Minutes of the previous AGM held on Wednesday
11th October 2023**

There were no matters arising from the Minutes of the previous meeting which had been circulated.

The adoption of the Minutes was proposed by Sarah Fennessy and seconded by Mike Allen and approved unanimously.

UNIT CHAIRS REPORT

I haven't received anything in advance for Any Other Business, so if you have anything could you please save it until the end of the meeting and one of the Trustees would be happy to help.

As you are likely to be aware at the end of 2023, we won the Stephenson Trophy for the best unit in the Southern Area for the second year running. This meant that we represented Southern Area in the Canada Trophy, the first time in Unit history, where we came runner up to Twickenham Unit from the London Area. The runner up receives the Thomas Gray Memorial Trophy, which you can see displayed above on flying bridge. This is a huge achievement, and the Trustees would like to thank all the cadets and staff for their dedication and hard work and 2024 has been another amazing year for the Unit, which sees the Unit continue to thrive. 2025 looks like it will be another busy year for us all.

At the turn of the year we received notification from our landlords, Milton Keynes Community Foundation, that our lease on this unit will not be renewed when it ends

in 2026. We have been extensively researching alternative premises and have a couple of good options - and we do still have the use of this building for a further 18 months. We will of course update everyone once we can share more details. But you can rest assured that the Trustees have everything in hand and the future looks bright.

COMMANDING OFFICERS REPORT

TS Whaddon Annual Report 2023/2024

The 2023/2024 year has been another busy and successful one for TS Whaddon, with our team working tirelessly to provide the best opportunities for our cadets. Our cadets remain highly engaged and enthusiastic, participating in numerous activities and fully embracing every opportunity available to them.

We were deeply honoured this year to see several of our cadets achieve prestigious appointments. Notably, cadets were selected as the Lord Lieutenant's Cadet for Buckinghamshire and the Mayor's Cadet for Wolverton. Additionally, we celebrated the selection of one of our cadets as the Sea Cadet Corps (SCC) Cadet Voice Representative. We have also just enrolled another Lord Lieutenants Cadet for 2024/2025.

A significant highlight was receiving two distinguished awards: the **Stephenson Trophy** in November and the **Thomas Gray Memorial Trophy** in January. These achievements represent the culmination of years of hard work and were a true team effort.

Promotions and Staff Achievements

In terms of promotions, this year has been particularly strong. We proudly promoted:

- 5 Leading Cadets (LC)
- 3 Cadet Corporals (Cdt Cpl)
- 4 Cadet Lance Corporals (Cdt LCpl)

Additionally, one of our staff members successfully completed the new Chief Petty Officer (CPO) board, marking a significant milestone in their career and another achievement for our unit.

Expanding Training and Cross-Border Collaboration

To enhance our training offerings, TS Whaddon engaged in several cross-border training opportunities. Notably, we collaborated with the Bedford Unit for rifle drill preparation for the drill competition. Our cadets also attended various courses in both the London Area (LA) and Eastern Area (EA), and we were welcomed on district training courses in East Kent, Berkshire, and Wessex.

This year, we expanded our Boatwork instructor team with four new Rowing Instructors (RI) – two staff members and two cadets. Additionally, I was able to complete my Coaches certification. We were also proud to gain another Paddlesport instructor, further strengthening our afloat training capabilities.

Area Band and Regattas Success

For the first time in our unit's history, we entered the Area Band Competition. Leading Cadet Ball, a self-taught bugler, performed admirably, sparking further interest in music among our cadets.

Our cadets also delivered excellent performances in the Area Regattas, earning several gold medals. While the older cadets were disappointed by the cancellation of the National Regatta, their achievements in the Area competitions remain a source of pride.

We have seen strong competition results through out the year, including our colour party finishing 3rd at Area Competition.

International and National Experiences

A major highlight of the year was our invitation to participate in a twinning visit to Plogsteert, Belgium, alongside Wolverton. This was an unforgettable experience for our cadets, who had the honour of parading alongside the SAS Association during the prestigious Last Post ceremony at the Menin Gate. The cadets represented the SCC with distinction, and we have been invited to attend again in two years. We extend our heartfelt thanks to Wolverton & Greenleys Council for their invitation and support.

We were also thrilled to participate in two Trafalgar Day Parades, our first since 2019. The first parade, held at the invitation of the Berkshire District, took place at the iconic Windsor Castle.

The second was the Sea Cadets National Trafalgar Day Parade in Trafalgar Square, London.

Our cadets performed to the high standards we have come to expect of them. Bravo Zulu to all involved!

Closing Remarks

Overall, this has been a strong and rewarding year for TS Whaddon. I would like to express my sincere gratitude to the entire team for their unwavering dedication and hard work. Their commitment ensures we continue to deliver exceptional experiences for our cadets, and I look forward to continuing our success in the year ahead.

I would also like to thank our fantastic cadets who give 100% to their unit and seem to gain fantastic reports wherever they go.

Last but by no means least I would like to thank the families of our cadets, we recognise that a 5am start for us means an earlier start for you (and the challenge of getting a teenager out of bed), from badge sewing to running cadets around, to donations, we just couldn't do it without your support.

TREASURER'S REPORT - Financial Year 2023 - 24

I refer you to the financial statements for the year, which have been signed off by an independent scrutineer.

I am pleased to report another good year. Despite total income of £37,139 being down 4% on the previous year, expenditure at £34,440 was also down and by 15%.

Thus, we ended the year with a £2,698 surplus. When we set our budget at the beginning of the year, we had accepted a £2,730 deficit, so this was a considerable turnaround. Fundraising and miscellaneous donations were both sharply up and I am grateful to the P&SA for their hard work with this.

The Chair has already informed you that we will be leaving this building at the end of the first quarter of 2026. When our landlord informed us of their plans, the UMT decided that we should put this building on a care and maintenance basis, rather than proceed with plans for the renovation of the upper deck classrooms. This resulted in a large reduction in our planned expenditure.

We ended the FY with a net worth of £25,021.59, of which £10,000 is our contingency reserve.

Looking ahead

With a future move to new premises in mind, the UMT agreed to set a budget with minimal capital expenditure for the 2024/25 FY. Although we already had money in the bank, this was not going to be anything like enough to cover the cost of that move. First, the final year's rent for our current building is to increase by £5,000; that is from 1 April next year. Second, we are likely to find that we will be taking on new premises well before we vacate the present ones. Third, no new building will be an ideal fit for us. This building wasn't and we have had to spend quite a lot of money adapting it to suit our purposes. We will be starting over.

I hope to end the year with something like £35,000 in the bank, but only if we are not already funding a second building. That is a known unknown. The next financial year is even more uncertain with the increased rent here and the costs of a move before the year end.

We shall, of course, continue to fundraise and will be pursuing grants once we know what our commitments are. The "right" new building might offer the opportunity to rent out and so open up a new source of income. We have tried to find other users for this building, but the short lease and the fact that it is basically a warehouse has brought zero interest. We do need something better and are hopeful that this will be possible.

After 40 years in Kiln Farm, we are approaching the end of an era. The next 18 months are going to be difficult and will involve a lot of planning and hard work. After that, we might look to a brighter future ahead.

11:58 AM
21/05/24
Accrual Basis

Milton Keynes Sea Cadet Corps
Profit & Loss Prev Year Comparison
April 2023 through March 2024

	Apr '23 - Mar 24	Apr '22 - Mar 23	£ Change	% Change
Income				
Bank Interest Earned	120.41	14.95	105.46	705.4%
Donations Cadets				
Donations - Cadets Monthly	17,088.25	17,388.50	-300.25	-1.7%
Donations - Joining	270.00	220.00	50.00	22.7%
Total Donations Cadets	17,358.25	17,608.50	-250.25	-1.4%
Donations Other				
Donations - minibus	1,015.11	428.00	587.11	137.2%
Donations - Other	2,215.15	1,861.83	353.32	19.0%
Total Donations Other	3,230.26	2,289.83	940.43	41.1%
Fund Raising	3,563.61	2,389.57	1,174.04	49.1%
Gas Refund	0.00	17.44	-17.44	-100.0%
Gift Aid	4,148.49	4,066.47	82.02	2.0%
Refund on purchase	475.00	0.00	475.00	100.0%
Sale of goods and Services				
Food	0.00	80.00	-80.00	-100.0%
Hoodies & Polo Shirts	276.20	0.00	276.20	100.0%
Stand Easy Sales	2,067.29	2,498.91	-431.62	-17.3%
Surplus Equipment	30.00	40.00	-10.00	-25.0%
T-shirts	0.00	331.00	-331.00	-100.0%
Uniform Items	254.20	525.50	-271.30	-51.6%
Total Sale of goods and Serv...	2,627.69	3,475.41	-847.72	-24.4%
Training	3,264.83	6,228.46	-2,963.63	-47.6%
Transport Recoveries				
MSSC Mileage	2,350.03	2,603.89	-253.86	-9.8%
Total Transport Recoveries	2,350.03	2,603.89	-253.86	-9.8%
Uniform Deposits	0.00	0.00	0.00	0.0%
Total Income	37,138.57	38,694.52	-1,555.95	-4.0%
Expense				
Communications				
Postage & Delivery	0.00	10.85	-10.85	-100.0%
Telephone & Internet	425.02	373.68	51.34	13.7%
Total Communications	425.02	384.53	40.49	10.5%
Donations to other organisat...	50.00	0.00	50.00	100.0%
Equipment Rental	606.18	701.03	-94.85	-13.5%
Estate				
Construction	92.74	4,812.43	-4,719.69	-98.1%
Health & Safety	542.20	375.34	166.86	44.5%
Maintenance	823.91	499.22	324.69	65.0%
Rent	6,175.12	5,174.00	1,001.12	19.4%
Security	10.00	0.00	10.00	100.0%
Total Estate	7,644.06	10,860.99	-3,216.93	-29.6%
Fund Raising Expense	103.27	246.00	-142.73	-58.0%
Insurance				
Building	0.00	970.21	-970.21	-100.0%
Contents and Public Liability	713.00	548.50	164.50	30.0%
Total Insurance	713.00	1,518.71	-805.71	-53.1%

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Miscellaneous Expense				
Catering	156.66	711.09	554.43	-78.0%
Dry Cleaning	214.85	103.00	111.85	108.6%
Entry Fees	180.00	205.00	-25.00	-12.2%
Other	208.35	99.53	108.82	109.3%
Remembrance Day	0.00	80.00	-80.00	-100.0%
Total Miscellaneous Expense	759.86	1,198.62	-438.76	-36.6%
Office Expense				
Cleaning	208.32	194.03	14.29	7.4%
Decorations etc.	85.70	129.96	-43.26	-33.3%
General Stationery	83.33	52.00	31.33	60.3%
Printer Supplies	31.96	55.80	-23.84	-42.7%
Total Office Expense	410.31	431.79	-21.48	-5.0%
Plant & Equipment				
Boating Equipment	2,625.88	433.86	2,192.02	505.2%
Boats	0.00	6,000.00	-6,000.00	-100.0%
Galley and catering	64.44	393.73	-329.29	-83.6%
IT	233.26	393.97	-160.71	-40.8%
Other Equipment	4,178.47	545.93	3,632.54	665.4%
Training Equipment	150.49	1,652.51	-1,502.02	-90.9%
Training Materials	132.98	296.93	-163.95	-55.2%
Total Plant & Equipment	7,385.52	9,716.93	-2,331.41	-24.0%
Refund of donations	120.00	0.00	120.00	100.0%
Stock				
Hoodies & Polo Shirts	248.40	0.00	248.40	100.0%
Stand Easy	1,185.63	1,507.01	-321.38	-21.3%
T-shirts	0.00	273.00	-273.00	-100.0%
Uniform Items	95.34	82.40	12.94	15.7%
Total Stock	1,529.37	1,862.41	-333.04	-17.9%
Subscriptions				
Emberton Park Sailing Club	898.00	712.00	186.00	26.1%
MSSC Unit Levy	100.00	100.00	0.00	0.0%
SportMK	35.00	30.00	5.00	16.7%
Total Subscriptions	1,033.00	842.00	191.00	22.7%
Training Costs				
Cadet Training - Area	0.00	72.00	-72.00	-100.0%
Cadet Training - District	879.43	1,050.50	-171.07	-16.3%
Cadet Training - National	1,204.00	290.00	914.00	315.2%
Cadet Training - D of E	0.00	179.49	-179.49	-100.0%
Catering cost	167.38	1,704.29	-1,536.91	-90.2%
Course refund	474.00	631.86	-157.86	-25.0%
External	37.00	0.00	37.00	100.0%
Total Training Costs	2,761.81	3,928.14	-1,166.33	-29.7%
Transport				
Fuel	2,696.94	3,099.65	-402.71	-13.0%
Hire	80.00	80.00	0.00	0.0%
Insurance	1,298.09	1,198.25	99.84	8.3%
Maintenance & MOT	3,446.67	853.28	2,593.39	303.9%
Refunds	0.00	238.64	-238.64	-100.0%
Road Tax	330.00	330.00	0.00	0.0%
Road tolls	44.80	30.00	14.80	49.3%
Total Transport	7,896.50	5,829.82	2,066.68	35.5%

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	Apr '23 - Mar 24	Apr '22 - Mar 23	£ Change	% Change
Travel and Meetings				
Ferry	7.80	0.00	7.80	100.0%
Motor Mileage	115.83	0.00	115.83	100.0%
Parking	0.00	12.00	-12.00	-100.0%
Total Travel and Meetings	123.63	12.00	111.63	930.3%
Uniform Deposit Refunds	30.00	-60.00	90.00	150.0%
Uniform Items	434.71	730.61	-295.90	-40.5%
Uniform repairs	16.00	0.00	16.00	100.0%
Utilities				
Electricity	1,604.32	1,387.60	216.72	15.6%
Gas	486.77	678.83	-192.06	-28.3%
Water	306.92	334.10	-27.18	-8.1%
Total Utilities	2,398.01	2,400.53	-2.52	-0.1%
Total Expense	34,440.25	40,604.11	-6,163.86	-15.2%
Profit for the Year	2,698.32	-1,909.59	4,607.91	241.3%