Trustees' Annual Report

OSCR Appendix 1 · Period 1 April 2025 to 31 March 2026

Period start date	01 / 04 / 2025
Period end date	31 / 03 / 2026
Charity name	Rosyth Unit (No 114) of the Sea Cadet Corps
Other names charity is known by	Rosyth Sea Cadets; TS Fife
Registered charity number	SC023797
Charity's principal address	16 Dunbar Place, Kirkcaldy, Fife KY2 5QS

Names of the charity trustees on date of approval of Trustees' Annual Report

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Alan Stewart	Chairperson	Feb 2024 to date	
Stefan Johnson	Treasurer	Dec 2013 to date	
Karen Parker	Secretary	Nov 2023 to date	

Names of all other charity trustees during the period

None.

Structure, governance and management

Type of governing document	Unincorporated association with a constitution. Rosyth Sea Cadet Unit is a charitable organisation for the advancement of education, citizenship, personal development and fun for young people, reflecting the traditions of the Royal Navy.
Trustee recruitment and appointment	Trustees are recruited by various means, e.g. via promotion of the unit at public events and parents' nights. Interested individuals can be invited to the Unit to observe its operation. Where mutual interest can be seen, the opportunity to join the Unit is open. Full disclosure and training process is then undertaken.

Objectives and activities

Charitable purposes	Developing young people from the ages of 10 to 18 to become good citizens with self-confidence, discipline, learning and respect, for themselves and others, using where appropriate Royal Navy traditions.
Summary of the main activities in relation to these objects	Two main parade nights per week, weekend summer activities and competitions. Activities include: Drill, First Aid, Physical Training, Cook Steward, Seamanship, Waterborne Training (swimming, sailing, power boating, kayaking), Engineering, Band work, Shooting, Paddle Sports, Adventure Training, Windsurfing, Navigation, Meteorology, VHF Radios and The Duke of Edinburgh awards.

Achievements and performance

Summary of the main achievements of the charity during the financial period. The Rosyth Sea Cadets have had a successful year. Main activities and events were:

- **Replacement minibus.** The unit bought a replacement minibus in September 2025 for £27,820.80, including deposit and warranty. It was funded by a £10,000 grant from the Edinburgh & South East Scotland Sea Cadet Trust and sponsored by the Carnegie Trust, the Gothenburg Trust, The Gosling Foundation, SCA Scotland, Highland RFCA, the Rotary Club, Forth Ports and Rosyth CC, with the balance from the unit's own reserves. The old minibus was sold.
- **Tall Ships Races.** Cadets took part in Tall Ships Races activities in July 2025.
- **Training and qualifications.** Cadets attended national training courses and offshore voyages, the voyages supported by £805.18 of donations given for that purpose.
- **Community events.** The unit supported the Royal Marines Band concert in April 2025 and had a stand at the Rosyth Gala.
- **Civic visit.** The unit hosted a visit from the Lord-Lieutenant in June 2025.
- **Cadet events.** The Corps birthday celebration, a bowling night in November 2025 and the annual awards evening in December 2025.

- **Kit and facilities.** New name tallies, branded clothing, high-visibility vests, first aid kits and unit signage.

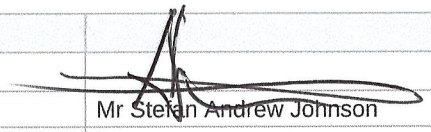
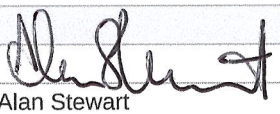
The trustees thank the minibus sponsors, Oceaneering and the Royal Naval Association for their donations, and the unit's volunteers, parents and supporters.

Financial review

Brief statement of the charity's policy on reserves	The Unit has limited reserves and there is currently no formal reserves policy in place. All monies are held in a current account and a deposit account with Bank of Scotland plc, along with a small amount of petty cash on the Commanding Officer's card.
Details of any deficit	N/A. The accounts remained in credit at all times. Funds fell by £9,917.26, to £18,808.16, because of the planned purchase of the replacement minibus from grants and the unit's own reserves.
Donated facilities and services (if any)	The Unit is permitted to use free of charge an area within the HMS SCOTIA Training Block, MOD Caledonia, Rosyth.
Other optional information	N/A

Declaration

The trustees declare that they have approved the trustees' report above. Signed on behalf of the charity's trustees:

	Trustee 1	Trustee 2
Signature		
Full name	Mr Stefan Andrew Johnson	Mr Alan Stewart
Position	Treasurer	Chairperson
Date	22/Oct/26	22/10/26

Detail Report – Year to Date

Financial year 1 April 2025 to 31 March 2026

Receipts	£	Payments	£
Donations	**£6,492.68**	**Charitable Activity**	**£3,510.51**
Bursaries - restricted	£0.00	Competition Fees - external provider	£0.00
Bursaries - unrestricted	£0.00	Competition Fees - internal provider	£0.00
Cadet	£3,937.50	Course Fees - external provider	£805.18
P&SA	£0.00	Course Fees - internal provider	£950.20
Third party - restricted	£1,805.18	Training Materials	£120.40
Third party - unrestricted	£750.00	Fuel	£100.00
Ward Room	£0.00	3rd Party travel	£571.05
		MSSC Travel Refund (enter as credit)	£0.00
Fundraising	**£0.00**	Catering	£443.08
Bag packs	£0.00	Fundraising Costs	£0.00
Flag week	£0.00	Special Events	£520.60
Social events	£0.00		
Community events	£0.00	**Operating**	**£30,842.96**
Other	£0.00	Unit Health, Hygiene & Well-being	£137.52
		Office Equipment <£250.00	£0.00
Generated	**£840.60**	Office Stationery, Printing & Postage	£304.89
Property Rental	£0.00	IT Consumables	£35.98
Sale of Assets	£350.00	Building maintenance	£0.00
Sale of Goods	£490.60	Grounds maintenance	£0.00
SCAVA	£0.00	Boat maintenance	£0.00
		Vehicle maintenance, MOT & RFT	£54.00
Grants	**£18,000.00**	Other maintenance	£0.00
External - restricted	£5,000.00	Goods for resale	£0.00
External - unrestricted	£3,000.00	PPE & Branded clothing	£1,648.34
MS-SC Restricted Grant	£10,000.00	Various Unit Assets	£28,662.23
Training	**£0.00**	**Overheads**	**£958.21**
Competition Fees - external provider	£0.00	Rent	£0.00
Competition Fees - internal provider	£0.00	Rates	£0.00
Course Fees - external provider	£0.00	Lease Fees	£0.00
Course Fees - internal provider	£0.00	Water Rates	£0.00
		Sewage Rates	£0.00
Unearned	**£117.17**	Electricity	£0.00
Bank Interest	£117.17	Gas	£0.00
Gift Aid	£0.00	Broadband	£75.58
Investment Income	£0.00	Telephone	£0.00
		Alarm Monitoring	£0.00
Total receipts	**£25,450.45**	Insurance - MS-SC provided	£0.00
		Insurance - Non MS-SC provided	£882.63
		Roadside assistance	£0.00
		Certification	£0.00
		Fees Charges	**£56.03**
		Audit/Accountancy fees	£0.00
		Legal fees	£0.00
		Other professional fees	£0.00
		Other revenue costs	£0.00
		Bank charges	£56.03
		Total payments	**£35,367.71**

Surplus / (deficit) for the year: −£9,917.26

Summary of transactions

Financial year 1 April 2025 to 31 March 2026

	Cash £	Bank £	All £
Opening balance 1 April 2025	**£136.03**	**£28,589.39**	**£28,725.42**
Receipts			
Donations	£0.00	£6,492.68	£6,492.68
Fundraising	£0.00	£0.00	£0.00
Generated	£840.60	£0.00	£840.60
Grants	£0.00	£18,000.00	£18,000.00
Training	£0.00	£0.00	£0.00
Unearned (bank interest)	£0.00	£117.17	£117.17
Total receipts	**£840.60**	**£24,609.85**	**£25,450.45**
Payments			
Charitable activity	£749.88	£2,760.63	£3,510.51
Operating	£1,292.65	£29,550.31	£30,842.96
Overheads	£0.00	£958.21	£958.21
Fees and charges	£0.00	£56.03	£56.03
Total payments	**£2,042.53**	**£33,325.18**	**£35,367.71**
Balance before transfers	−£1,065.90	£19,874.06	£18,808.16
Transfers (bank top-ups to petty cash)	£1,077.88	−£1,077.88	£0.00
Closing balance 31 March 2026	**£11.98**	**£18,796.18**	**£18,808.16**

Trading balance and where the money is held

Trading balance for year	−£9,917.26
Money held in current account	£4,298.42
Money held on deposit	£14,497.76
Cash in hand (petty cash card)	£11.98
Total	**£18,808.16**

AC1 – Receipts and payments account: receipts

Receipts and payments account for the year ended 31 March 2026

	This year £	Last year £
Revenue receipts		
Annual fund / direct grant (restricted)	£16,805.18	£3,950.00
Other grants (unrestricted)	£3,000.00	£0.00
SCAVA (Sea Cadet Victualling Allowance)	£0.00	£0.00
Cadet contributions	£3,937.50	£2,770.00
Other donations / legacies	£750.00	£250.00
Fundraising & special events proceeds	£0.00	£270.00
Other charitable activities		
Competition receipts	£0.00	£0.00
Course fees	£0.00	£0.00
Sundry sales receipts	£490.60	£0.00
Bank deposit interest	£117.17	£206.16
Property rents	£0.00	£0.00
Other revenue receipts	£0.00	£0.00
Total revenue receipts (A)	**£25,100.45**	**£7,446.16**
Non-revenue receipts		
Proceeds from sales of other fixed assets	£350.00	£0.00
Total non-revenue receipts (B)	**£350.00**	**£0.00**
Total receipts (C = A + B)	**£25,450.45**	**£7,446.16**
Reconciliation: net change for year in cash/bank balance		
Revenue items (G = A − D)	£18,394.97	£1,236.06
Non-revenue items (H = B − E)	−£28,312.23	£0.00
Combined (G + H)	**−£9,917.26**	**£1,236.06**
Cash/bank balance from last year end, as filed	£28,456.92	£27,220.86
Prior-year adjustment: unrecorded receipts 2024-25 (see AC3)	£268.50	£0.00
Cash/bank balance at this year end	**£18,808.16**	**£28,456.92**

AC2 – Receipts and payments account: payments

Receipts and payments account for the year ended 31 March 2026

	This year £	Last year £
Direct charitable activity costs		
Fundraising & special events costs	£520.60	£641.28
Competition costs	£0.00	£250.00
Fuel & travel costs	£671.05	£233.63
Catering costs	£443.08	£116.78
Training delivery costs	£1,875.78	£1,333.08
Articles purchased for resale	£0.00	£0.00
Overhead costs		
Rent / council tax	£0.00	£0.00
Heat, light & water	£0.00	£0.00
Telephone & broadband	£75.58	£0.00
Running costs incl. postage, printing & other	£1,989.21	£248.49
Maintenance costs		
Buildings & estate	£0.00	£0.00
Boats	£0.00	£0.00
Vehicles	£54.00	£2,375.63
Other misc equipment	£137.52	£9.14
Insurance costs	£882.63	£997.82
Bank interest & charges	£56.03	£4.25
Charity governance costs		
Accounts / independent examination	£0.00	£0.00
Other professional fees	£0.00	£0.00
Legal advice	£0.00	£0.00
Other revenue costs	£0.00	£0.00
Total revenue payments (D)	**£6,705.48**	**£6,210.10**
Non-revenue payments		
Assets	£28,662.23	£0.00
Total non-revenue payments (E)	**£28,662.23**	**£0.00**
Total payments (F = D + E)	**£35,367.71**	**£6,210.10**

Independent examiner's report

To the trustees of Rosyth Unit (No 114) of the Sea Cadet Corps (Rosyth Sea Cadets), Scottish charity number SC023797

I report on the accounts of the charity for the year ended 31 March 2026, which are set out on forms AC1, AC2, AC3 and AC5.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
   - to keep accounting records in accordance with section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
   - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

   have not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed JG Jones Date 29/10/26

Name: John Gwyn Jones

Relevant professional qualification or body (if any): Retired Commercial Banker, Royal Bank of Scotland

Address: 30 Williamstone Court, North Berwick, East Lothian EH39 4RQ

AC5 – Reserves, designated funds and other disclosures

Year ended 31 March 2026

Reserves policy

The trustees have not yet adopted a formal reserves policy. Year-end unrestricted reserves of £18,808.16 equate to about 34 months of revenue payments (£6,705.48 in 2025-26).

Designated funds

N/A. The unit holds no designated funds.

Restricted fund in deficit

N/A. No restricted fund was in deficit.

Donated facilities and services

The Unit is permitted to use free of charge an area within the HMS SCOTIA Training Block, MOD Caledonia, Rosyth.

Assets held for other charities

N/A.

Signed as authorised by the Unit's Management Committee.

Unit Treasurer _____ Date 22/OCT/26

Unit Chairman _____ Date 22/10/26

Independent Examiner _____ Date 28/10/26

Note: the independent examination report on this Statement of Account is attached.

AC3 – Statement of balances and accounts notes

As at 31 March 2026

Statement of balances

Assets	31 Mar 2026	31 Mar 2025
Current account	£4,298.42	£9,208.80
Deposit account	£14,497.76	£19,380.59
Petty cash (CO's Revolut card)	£11.98	£136.03
Cash and bank balances	**£18,808.16**	**£28,725.42**

Vehicles: one minibus, bought September 2025 for £27,820.80: £27,022 to Tom Gallagher Group, plus £200 deposit and £598.80 warranty to M4 Mini Bus Centre. The previous minibus was sold for £350 in September 2025.

Loans, debts, stocks for resale, investments and liabilities: none.

Nature and purpose of funds and restrictions on their use

The unit holds one unrestricted general fund for its charitable purposes. During the year it received restricted income of £16,805.18:

Fund	Received	Purpose	Spent	Balance 31 Mar 2026
Edinburgh & South East Scotland Sea Cadet Trust	£10,000.00	Replacement minibus	£10,000.00	£0.00
Gosling Foundation	£5,000.00	Replacement minibus	£5,000.00	£0.00
Rosyth–Gothenburg	£1,000.00	Replacement minibus	£1,000.00	£0.00
Three cheques for offshore voyages	£805.18	Offshore voyages	£805.18	£0.00
Total	**£16,805.18**		**£16,805.18**	**£0.00**

The balance of the minibus cost, £11,820.80, was met from unrestricted funds. All funds held at 31 March 2026 (£18,808.16) are unrestricted.

Other notes

Grants paid to individuals and institutions	None
Trustee remuneration	None
Trustee expenses reimbursed	None
Other transactions with trustees or connected persons	None. Amount owing at year end: none.
Prior-year adjustment	The 2024-25 accounts as filed showed cash and bank balances of £28,456.92 at 31 March 2025. The actual balances were £28,725.42 (current £9,208.80, deposit £19,380.59, petty cash card £136.03), agreed to bank and Revolut statements. The difference of £268.50 is money paid directly onto the petty cash card in 2024-25 (bowling contributions from cadets £175.00 and branded clothing sales £93.50) that was recorded as a transfer from the bank rather than as income. 2024-25 income and surplus were therefore understated by £268.50. The comparatives are shown as filed and the £268.50 is included as a prior-year adjustment on AC1.
Further information	The unit's petty cash is held on a prepaid Revolut card operated by the Commanding Officer and topped up from the bank account to pay unit expenses. The card held by the previous Commanding Officer was closed in August 2025 and its balance of £34.56 returned to the bank account.

Signed as authorised by the Unit's Management Committee.

Unit Treasurer _____ Date 22/10/26

Unit Chairman _____ Date 22/10/26