Church of England Soldiers', Sailors' and Airmen's Clubs

(Short Title: CESSAC)

Registered Office: 1 Shakespeare Terrace, 126 High Street, Portsmouth PO1 2RH

FINANCIAL STATEMENTS FOR YEAR ENDED 31st DECEMBER 1994

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Church of England Soldiers', Salines' and Almoor's Cirlo.

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YEAR ENDED SECTIONARIES 1991

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| MEMBERS OF THE COUNCIL OF CESSAC (at 31 December 1994) | | | |
|--|---|--|--|
| Rear Admiral J L Blackham, CB DL (President) Rear Admiral A G Watson, CB (Chairman) Mr R A F Collins, OBE Mr D W Russell Squadron Leader L R De Thier, CEng AFRAeS Major General K G Galloway, CB OBE BDS Mr M G Power Mr J R Wells, FCA Captain G A Plumer, RN Captain A J B Paterson, RN Captain A C Long, RN Mr R Ruston Captain C A Pask, RN | Retired Naval Officer Retired Naval Officer Retired Legal Executive Solicitor Retired Royal Air Force Officer Retired Army Officer Retired Civil Servant Company Director Retired Naval Officer | | |

| Commendation of the commen | |
|--|---------------------------------|
| Commander T B O'Rourke, RN | |
| The state of the s | General Secretary and Treasurer |
| | |

| Auditors | Solicitors | Bankers |
|---|---|--|
| Grant Thornton Enterprise House Isambard Brunel Road Portsmouth PO1 2RZ | Blake Lapthorn New Court, Barnes Wallis Road Segensworth Fareham PO15 FUA | Lloyds Bank Plc 38 London Road Northend Portsmouth PO1 2RE |

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REPORT OF COUNCIL

The Council presents its report together with the financial statements for the year ended 31 December 1994.

The principal activities of the company (a registered charity) are the provision of 14 sheltered flats at Glamis Court, Stubbington, the operation of the Dhekelia Club in Cyprus, the development of a new centre at the Royal School of Signals (Blandford Camp), sheltered housing support and management service to Greenwich Hospital and charitable welfare support for HM Forces when on Active Operations.

Activities during 1994

Activities in the United Kingdom included materiel and logistic arrangements for the official opening by HRH The Duke of York of Greenwich Hospital's 33 sheltered flats in Saltash, Cornwall, on 21 March. In June a full inventory of building defects was raised for remedial action following the first year's occupancy. Other work included support and maintenance of all flats owned and managed by CESSAC.

The summer saw the arrangements put in place for a CESSAC Annual Bursary Award Scheme.

Selected in the autumn by the Council of Voluntary Welfare Work for HM Forces to establish a Centre at Blandford Camp, Dorset, CESSAC became involved in feasibility studies, initial project visits and preparatory draft plans.

In Cyprus, building modernisation concentrated on the staff flat and the erection of a perimeter wall. Other work involved the extension of the shop's floor area to create more customer space.

Charitable Donations Made

Donations included the annual CESSAC Awards towards welfare support in the British Base, Dhekelia, Cyprus (£871), initial Annual Bursary Awards totalling £900 and £2,528 given in support of CESSAC's and CESSA Housing Association's elderly ex-Service tenants by way of Christmas grants etc.

Results

The Income and Expenditure account showed a surplus of £52,344 for the year (1993: £85,726) which has been transferred to the Revenue reserve.

/Council of CESSAC

KEPORT OF COUNCIL

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The principal activities of the company (a registered charity) are the provision of 14 sheltered three at Charm Court, Statishington, the operation of the Diekelia Club in Cyptus, the development at a new court at the Royal School of Signals (Bundford Camp), shaltered housing support and management service to (recension Hospital and chadrable welfare support for UM Forces when on Axive Operations.

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Council of CESSAC

Council members in office at 31st December 1994 are listed on page 1.

Council's Responsibilities for the Financial Statements

Company law requires the Council to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus of the company for that period. In preparing those financial statements, the Council is required to:

- (1) select suitable accounting policies and then apply them consistently;
- (2) make judgements and estimates that are reasonable and prudent;
- (3) state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- (4) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Council is responsible for keeping proper accounting records, for safeguarding the assets of the company and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditors

Grant Thornton offer themselves for re-appointment as auditors in accordance with Section 385 of the Companies Act 1985.

ON BEHALF OF COUNCIL

Watson.

REAR ADMIRAL A G WATSON, CB CHAIRMAN

Council of (ESSAC)

Council parabolistic in affice at 14 a December 1994 are fished in resolution.

Council's Asspondibilities for the Financial Seatennems

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ON BEREAT OF CONTORE

REAR ADARRAL A GALATSON, CB CHARALADA GALATSON, CB

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 1994

REPORT OF THE AUDITORS TO THE MEMBERS OF THE CHURCH OF ENGLAND SOLDIERS', SAILORS' AND AIRMEN'S CLUBS (CESSAC)

We have audited the financial statements on pages 5 to 11 which have been prepared under the accounting policies set out on pages 7-8.

Respective Responsibilities of the Council and Auditors

As described on page 3, the Council is responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, of those statements and to report our opinion to you.

Basis of Opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the Council in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the state of the company's affairs as at 31 December 1994 and of its surplus for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

GRANT THORNTON
REGISTERED AUDITORS
CHARTERED ACCOUNTANTS

Portsmouth

May 1995

FINANCIAL STATEMENTS

FOR THE YEAR ENDED IN DUCKNIN R 1993

REPORT OF THE AUDITORS WE THE VENIEUS OF THE CHERCOLOGICALLYS. NOLDHESS, SAILORY AND ARMEN'S CLUBS (CESSAC)

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Page 5

BALANCE SHEET AT 31 DECEMBER 1994

| | Notes | 1994 | <u>1994</u> | <u>1993</u> | 1993 |
|---|-------|----------|--------------------|---------------|-------------|
| Tangible Fixed Assets | 9 | £ | £ | £ | £ |
| Freehold land and buildings | 9 | | 450.000 | | |
| Expenditure incurred on leasehold premises | | | 459,902 | | 459,902 |
| erected on Ministry of Defence land | | | 57 442 | | 50.4 |
| Furniture, fittings motor vehicles, equipment | | | 57,443 34,820 | | 68,158 |
| Total Fixed Assets: | | | | | 28,019 |
| Investments - at cost | 12 | | 552,165 888,855 | | 556,079 |
| | | | | | 579,151 |
| Current Assets | | | 1,441,020 | | 1,135,230 |
| Stock - at cost | | 56,873 | | <i>57</i> 720 | |
| Debtors | 10 | 4,032 | | 57,730 | |
| Cash at bank, short term deposits and in hand | | 503,232 | | 4,464 | |
| • | • | 564,137 | - | 755,244 | - |
| Deduct: Creditors: amounts falling due | | JOT, 137 | | 817,438 | |
| within one year | 11 | 22,655 | | 27 524 | |
| Net Current Assets: | • | 22,033 | 541,482 | 27,534 | |
| | | | 371,702 | | 789,904 |
| TOTAL ASSETS less current liabilities | | | 1,982,502 | | 1.005.104 |
| | | | 1,702,302 | | 1,925,134 |
| | | | | | |
| Represented by Reserves: | | | | | |
| Revenue Reserve | 13 | | 1,541,752 | | 1 407 001 |
| Housing Reserve | 13 | | 420,000 | | 1,485,981 |
| Maintenance Reserve | 13 | | 20,750 | | 420,000 |
| | | • | 20,730 | • | 19,153 |
| | | ž | 1,982,502 | | 1,925,134 |

The financial statements were approved by the Council of CESSAC on 4 May 1995 and were signed on its behalf by:

g

(A C LONG) Council Member

Quietra .

(A G WATSON) Chairman and Council Member

(T B O'ROURKE) General Secretary and Treasurer

The accompanying Accounting Policies and Notes form an integral part of these Financial Statements.

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INCOME AND EXPENDITURE ACCOUNT

| For the ye | ear ended | 31 De | ecember | 1994 |
|------------|-----------|-------|---------|------|
|------------|-----------|-------|---------|------|

| To the year ended 31 December 1994 | | | |
|---|--------------|-----------|-----------|
| INCOME | <u>Notes</u> | 1994 £ | 1993 £ |
| Turnover | | 375,898 | 403,535 |
| Less: Costs of Sales | | (241,751) | (257,406) |
| Gross Surplus on Sales | | 134,147 | 146,129 |
| Property Revenue Surplus | 3 | 15,688 | 10,738 |
| Interest and Dividend income | 6 | 38,470 | 55,775 |
| Subscriptions and donations received | | 2,142 | 1,520 |
| Other Income | | 27,173 | 22,058 |
| Total Income: | | 217,620 | 236,220 |
| EXPENDITURE | | | 230,220 |
| Wages and salaries (UK and Cyprus) | 5 | 99,480 | 87,850 |
| Rent, rates, fuel, light and general expenses | | 21,273 | 20,433 |
| Repairs, replacements and renewals | | 7,720 | 11,356 |
| Depreciation | 9 | 22,341 | 22,744 |
| Head Office Expenses | | 6,597 | 5,717 |
| Audit fees and expenses | 8 | 4,638 | 4,332 |
| Legal Fees and expenses | | 2,120 | -, |
| Publicity | | 400 | 41 |
| Sale of fixed assets | | (3,690) | (1,905) |
| | | 160,879 | 150,568 |
| Exchange difference | | (1,793) | 1,281 |
| | | 159,086 | 151,849 |
| Charitable grants/donations: | | ,,,,,, | 151,015 |
| Tenants' Support (CESSAC/CESSA HA Courts) | | 2,528 | 2,163 |
| Sundry | | 3,662 | 1,875 |
| Total Expenditure: | | 165,276 | 155,887 |
| • | | | |
| EXCESS OF INCOME OVER EXPENDITURE: | | 52,344 | 80,333 |
| Profit/(Loss) on sale of investments | | | 5,393 |
| Surplus for the year | | 52,344 | 85,726 |
| · | | | |
| Transfers from/(to) designated Reserves | | | |
| D D | | £ | |
| Revenue Reserve | 13 | (50,747) | (85,726) |
| Maintenance Reserve | 13 | (1,597) | |
| | | | |

There are no recognised gains or losses other than the surplus for the year. Accordingly a Statement of Total Recognised Gains and Losses is not required.

The accompanying Accounting Policies and Notes form an integral part of these Financial Statements.

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For the year ended 31 December 1997

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| (85,726) | (50.747) | 7 . 7 . | Revenue Reserve Minimunace Rome e |
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There are no recognised plants of lesses when their site surplus for the years of the lesses of the description of Statement of Force Peccognised Coins and Losses is not required.

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NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDED 31 DECEMBER 1994

1. COMPANY STATUS AND LEGISLATIVE PROVISIONS

The Church of England Soldiers', Sailors' and Airmen's Clubs (Short title: CESSAC) is a Company limited by Guarantee and not having share capital, registered in England (Company No. 34118) and is a Registered Charity (No.226684) which does not trade for profit and is exempt Corporation Tax.

2. PRINCIPAL ACCOUNTING POLICIES

The Financial Statements have been prepared in accordance with applicable Accounting Standards in the United Kingdom and the principles outlined in the Companies Act 1985. A summary of the more important accounting policies is set out below.

Basis of Accounting

The Financial Statements are prepared on the historical cost basis. Trading and administration expenditure is accounted for an an accrual basis.

Trading income is credited as it arises. Donations and charitable expenditure is brought to charge when paid.

Turnover and Operating Income

Turnover principally represents retail sales in CESSAC's Services Club in Cyprus, with other operating income arising from sheltered lettings and income fees for managing sheltered lettings, owned by other charitable bodies, for ex-members of HM Forces and their spouses.

Investments

Investments are included at cost. The market value of quoted investments is shown by way of a note. Investment income received and accrued, including income tax recoverable, is taken to the credit of the income and expenditure account.

Taxation

CESSAC is a registered charity and is not subject to taxation on income. Any income tax recovered on investment oncome and covenanted subscriptions is included with the respective income.

Assets and Liabilities of the Cyprus Club

Assets and liabilities of the Cyprus Club are converted into sterling st the exchange rate ruling at 31 December of the relevant year.

Stock is valued at the lower of cost and net realisable value.

Auditors

Messrs Chrysanthou & Christophorou (Certified Public Accountants, Cyprus) audits the Club Accounts, Cyprus. These are incorporated by Messrs Grant Thornton (Portsmouth) into the consolidated Financial Statements for the Company as a whole.

NOTES TO THE FINANCIAL STATEMENTS FOR YEAR FAMED II DECEMBER.

S. COMPANY STATIS AND LEGISLATIVE PROVINGING

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Fixed Assets and Depreciation

Freehold Properties are stated at cost.

Freehold properties are maintained in a state of repair such that their estimated residual value is not less than their cost. Therefore no annual charge for depreciation is made as this would be immaterial.

The Council of CESSAC may revalue its freehold properties at a future time observing that the insured rebuild value for all properties totals £773,494 (April 1994).

The number of freehold sheltered flats owned by CESSAC total 14 (1993 - 14). Sheltered flats under management, but not owned by CESSAC, total 70 (1993 - 70).

Tangible fixed assets, other than freehold properties, are stated at cost less accumulated depreciation. Depreciation is calculated to write off the cost over the expected life of the asset and is charged as follows:

| Leasehold Premises | Over the period of the lease |
|--------------------------------|------------------------------|
| Office equipment and Vehicles: | 25% p.a. straight line basis |
| Furniture & Fixtures: | 10% p.a. straight line basis |

- a full year's depreciation is charged in the year of purchase, but no charge is normally made in the year of disposal.

Maintenance Reserve

All properties are maintained in good condition by a planned programme of repair and maintenance. External and internal redecoration is planned to take place every 3 to 5 years. Flats are redecorated and refurbished on a 5 years' rolling programme.

This programme, and the experience of the last 6 years, allows the Company to operate without a committed provision for future repairs and maintenance. Actual costs incurred are normally charged to the income & expenditure account. However, the Company's prudent policy is to operate an identifiable Maintenance Reserve to cover any future modernisation and major repair programmes.

3. PROPERTY REVENUE - GLAMIS COURT, STUBBINGTON

| | 1994 | 1994 | 1993 | 1993 |
|---|--------|----------|--------|----------|
| | £ | £ | £ | £ |
| Gross Rents (inc. Service Charges) Receivable | 35,816 | | 32,208 | |
| less: Voids | | | · | |
| Net Rents Receivable | | 35,816 | | 32,208 |
| Expenditure: | | | | |
| Management costs | 5,338 | | 5,264 | |
| Repairs & Maintenance | 2,749 | | 4,184 | |
| Services' Costs | 12,041 | (20,128) | 12,022 | (21,470) |
| | | 15,688 | | 10,738 |
| Other Operating Costs | | | | |
| Bad Debts | | | | |
| Surplus (to Income & Expenditure Account) | | 15,688 | | 10,738 |

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4. DIRECTORS' EMOLUMENTS

No member of the Council of CESSAC (Directors) received any emoluments in 1994. (1993 - Nil)

Total expenses re-imbursed to Council members, not chargeable to UK income tax, were £1,387 (1993 - £315).

5. EMPLOYEE INFORMATION

| Average Weekly Number of Staff emplo Year | Staff costs | | | | |
|--|-------------|------|----------------------------|--------|--------|
| | 1994 | 1993 | | 1994 | 1993 |
| Category of Staff | No. | No. | Category of Cost | £ | £ |
| Full time | 10 | 10 | Wages & salaries | 94,099 | 83,169 |
| Part time | 10 | 9 | Social Security (NI) costs | 3,034 | 1,661 |
| | | | Other pension costs | 2,347 | 3,020 |
| Total: | 20 | 19 | Total: | 99,480 | 87,850 |

6. INTEREST RECEIVABLE AND SIMILAR INCOME

| | | 1994 | 1993 |
|---|----------|--------|--------|
| | <u>.</u> | £ | £ |
| Interest receivable from bank/building society deposits | ľ | 18,071 | 34,674 |
| Dividends from quoted securities | | 20,399 | 21,101 |
| | Total: | 38,470 | 55,775 |

7. INTEREST PAYABLE AND SIMILAR CHARGES

| | 1994 | 1993 |
|---|------|------|
| On bank loans, overdrafts and other loans | £ | £ |
| repayable wholly or partly in more than 5 years | Nil | Nil |

8. SURPLUS ON ORDINARY ACTIVITIES

| Surplus on ordinary activities is stated after charging: | 1994 £ | 1993 £ |
|---|-----------|-----------|
| Depreciation - tangible owned fixed assets Auditors' remuneration (inclusive of expenses/VAT) - audit services: | 22,341 | 22,744 |
| Chysanthou & Christophorou (Cyprus) | 2,814 | 2,414 |
| Grant Thornton (United Kingdom) | 1,824 | 1,918 |
| Surplus on disposal of tangible fixed assets other than housing properties | 3,690 | 1,905 |

A DIRECTORS FACE WIFENS

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S. EMPLOYED AND ORMATION.

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9. TANGIBLE FIXED ASSETS

| | Freehold land & | Short Leashold | Furniture, fittings & | Motor Vehicles | Total |
|------------------------|-----------------|-------------------|-----------------------|-------------------|----------|
| | Buildings | Buildings | Equipment | _ | [|
| | ± ± | £ | £ | £ | £ |
| Cost | | | 1 | | |
| At I January 1994 | 459,902 | 158,462 | 72,950 | 18,756 | 710,070 |
| Difference on exchange | | 4,300 | 1,642 | 244 | 6,186 |
| Additions during year | | | 3,164 | 12,760 | 15,924 |
| Disposals | | | (965) | (9,754) | (10,719) |
| At 31 December1994 | 459,902 | 162,762 | 76,791 | 22,006 | 721,461 |
| Depreciation | | | | : | |
| At 1 January 1994 | | 90,304 | 52,132 | 11,555 | 153,991 |
| Difference on exchange | | 2,451 | 1,184 | 48 | 3,683 |
| Charge for year | | 12,564 | 4,738 | 5,039 | 22,341 |
| Eliminated on disposal | | | (965) | (9,754) | (10,719) |
| At 31 December 1994 | | 105,319 | 57,089 | 6,888 | 169,296 |
| Net book value: | | | | ···· | |
| At 31 Dec 1994 | 459,902 | 57,443 | 19,702 | 15,118 | 552,165 |
| At 31 Dec 1993 | 459,902 | 68,158 | 20,818 | 7,201 | 556,079 |

10. DEBTORS

| |] | 1994 | 1993 | |
|-----------------------------|--------|-------|-------|--|
| | | £ | £ | |
| Trade Debtors | | 3,255 | 386 | |
| Prepayments & other debtors | | 777 | 4,078 | |
| | Total: | 4,032 | 4,464 | |

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 1994 £ | 1993 £ |
|------------------------------|-----------|-----------|
| Trade Creditors | 10,952 | 18,699 |
| Other creditors and accruals | 11,703 | 8,835 |
| Total: | 22,655 | 27,534 |

12. LISTED INVESTMENTS

| | 1994 £ | 1993 £ |
|-----------------------------------|-----------|-----------|
| Cost at 1 January 1994 | 579,151 | 456,198 |
| Net Purchases/(Disposals) in Year | 309,704 | 122,953 |
| Cost at 31 December 1994 | 888,855 | 579,151 |
| Market Value at 31' December 1994 | 1,085,202 | 878,071 |

A. TANGHELE FINED ASSETS.

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| At 31 December 1994 | SUR (18) | 193,101 | 185.36 | 2002 | 100 127 |
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13. RESERVES

| | Revenue Reserve | Housing Reserve | Maintenance Reserve | TOTALS |
|-----------------------------|--------------------|--------------------|------------------------|-----------|
| | £ | £ | £ | £ |
| Balance at 1 January 1994 | 1,485,981 | 420,000 | 19,153 | 1,925,134 |
| Transfer from I & E account | 50,747 | | 1,597 | 52,344 |
| Difference on exchange | 5,024 | | | 5,024 |
| Balance at 31 December 1994 | 1,541,752 | 420,000 | 20,750 | 1,982,502 |

14. CAPITAL COMMITMENTS

The company had no capital expenditure contracted for but not provided for in the financial statements. (1993 - Nil).

The company had no capital expenditure authorised by the committee of management but not contracted for. (1993 - Nil).

15. CONTINGENT LIABILITIES

There were no contingent liabilities at 31 December 1994 (993 - Nil).

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