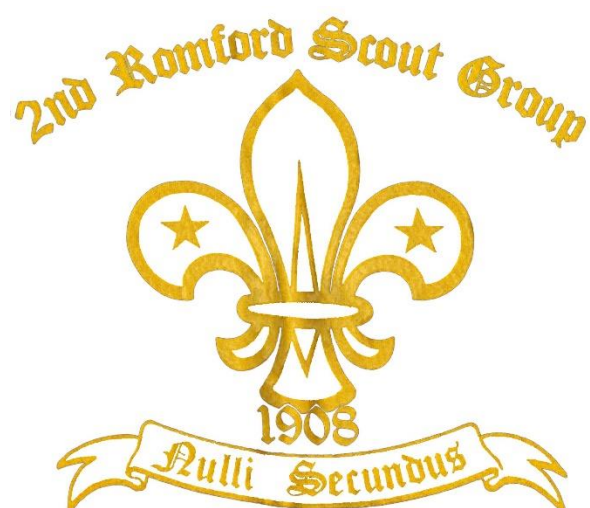


Charity No 1013049



# **2<sup>nd</sup> Romford Scout Group Annual General Meeting**

**25<sup>th</sup> May 2023**

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## AGM 2023 agenda

- 1 Introduction of Trustee board
- 2 Agreement of 2022 AGM minutes
- 3 Trustees annual report
- 4 Treasurers report – including the scrutineers formal report
- 5 Adoption of accounts – Financial year 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023
- 6 Section reports
- 7 Adoption of section reports
- 8 Nomination of Chairman - The Group Scout Leader nominates Scott Miller to remain as Chairman  
As Scott could not attend he has agreed in writing to the trustee board that he is happy to continue in his role.
- 9 Election of treasurer - The Group trustee board proposes Jackie Peatfield to remain as Group Treasurer
- 10 Election of Secretary -The Group trustee board proposes Sue Sparks to remain as Group Secretary
- 11 Nomination of Scrutineer -The Treasurer nominates Mr Stephen Palmer to remain as Scrutineer
- 12 Ex-officio trustees -  
The GSL nominates 4 Leaders to remain as representatives :-

Becca Snell	Squirrel Scouts
Sophie Osborne	Beaver Scouts
Robert Leeper	Cub Scouts
Tony Osborne	Scouts

All leader representatives agree that they are willing to be members of the Group Trustee Board

- 13 Nominated trustees -  
The GSL and Chair nominate Liam Moore to remain as Quartermaster  
The GSL and Chair nominate Julie Leeper to remain a trustee

Both agree that they are willing to be members of the Group Trustee Board. Liam is not able to attend the AGM but has confirmed in writing to the trustee board that he is happy to continue in his role.

14 Elected trustees

The following Parent representatives are prepared to stand to be elected :-

Julia Moran (was Squirrel section)	Beaver Scouts
Dave Percival-Broadfield	Beaver Scouts
David Game	Cub Scouts
Emma Jermain	Scouts

All parent representatives agree that they are willing to be members of the Group Trustee Board

15 Agreement of Quorum for trustee board meetings as 6 members

16 Agreement of Quorum for AGM's as 15 members

17 The group adopts the constitution as per POR section 5.4

Can be found here: <https://www.scouts.org.uk/por/5-local-governance-and-finance-of-groups-districts-counties/#5.4>

18 GSL (Group Scout Leader)

19 The 5 year plan review

20 Romford District representative/s

21 Awards

## Minutes of AGM held 20<sup>th</sup> October 2022

### **The Meeting was held at Ashby Hall on 20/10/22 at 7pm**

Sarah Osborne (GSL) introduced herself and welcomed everyone to the Meeting and explained why we hold an AGM.

The AGM was chaired by Julie Leeper as the Chairman Scott Miller had been unable to attend and she advised that his report for 2022 was available to read in the 2022 brochure.

The minutes from 2021 were agreed.

Sarah introduced the Exec Members.

Treasurer, Jackie Peatfield briefly spoke about the Group Accounts (a copy of which is also in the brochure). She advised that if anyone is eligible to sign up for Gift Aid who has not already done so, please do, as that would be beneficial to the Group.

### **SECTION REPORTS**

Chris Knight read Sophie Osbornes Beaver Section Report in her absence.

Robert Leeper read the Cub Section Report

Tony Osborne read the Scout section Report

The adoption of the Section reports was proposed by Emma Jermain and seconded by Keely St Ledger

Sarah Osborne gave a brief history of the 2<sup>nd</sup> Romford Group, and advised if anyone wishes to help the group as a Leader, Exec Member, Occasional helper, or even to help maintain the Building, to please contact her, or any Leader or Exec member for further information.

### **PRESENTATIONS**

Sarah was able to present Debbie Bennett with her Wood Badge and 5 Year Service Award. She also presented Val Woolf with her Wood Badge for her work with the Beaver Section.

A certificate was accepted by Jackie Peatfield on behalf of Dick Peatfield for 15 years Service on the Exec Committee

Sarah then went on to outline the 5 year plan for the Group. (A copy was sent to all prior to the Meeting)

### **TRUSTEES REPORT AND TREASURERS REPORT**

Both the **Trustees Report** and the **Treasurers Report** had been previously distributed to members via email. The adoption of the **Trustees Report** was proposed by Emma Jermain and seconded by Julia Moran. The adoption of the **Group Accounts** was proposed by James Snell and seconded by Tim Percival Broadfield.

## EXECUTIVE MEMBERS

Sarah Osborne proposed Scott Miller to continue as **Chairman**. Seconded by Dave Percival Broadfield and the Meeting agreed unanimously.

Sue Sparks proposed Jackie Peatfield as **Group Treasurer**. Seconded by Keeley St Ledger and the Meeting agreed unanimously.

Jackie Peatfield proposed Sue Sparks as **Group Secretary**. Seconded by Kerry Slinn and the Meeting agreed unanimously.

The Meeting endorsed the **Group Nomination** of Steve Palmer as Scrutineer of our Accounts, prior to presentation to the Charities Commission which is a legal requirement. The nomination was proposed by Tony Osborne and seconded by Robert Leeper

## PARENT MEMBERS

The Chairman nominated 5 parents to serve as Members of the Group Executive.

Squirrel Section	-	Julia Moran
Beaver section	-	Dave & Tim Percival Broadfield
Cub section	-	Emma Jermain
Scouts section	-	Michelle Linsell

## COMMITTEE MEMBERS

Committee Members - Julie Leeper Liam Moore (Quartermaster)

David Game proposed, and Robert Leeper seconded, and it was unanimously agreed

[Trustees annual report](#)  
**FOR THE YEAR ENDED 31 MARCH 2023**  
**CHARITY NO 1013049**

**Trustees'**

Scott Miller	Chair
Sue Sparks	Secretary
Jackie Peatfield	Treasurer
Sarah Osborne	Group Scout Leader
Becca Snell	Squirrel Scout Leader
Sophie Osborne	Beaver Scout Leader
Robert Leeper	Cub Scout Leader
Anthony Osborne	Scout Leader
Liam Moore	Quartermaster
Emma Jermain	Cub Parent Representative
Julia Moran	Squirrel Parent Representative
David Game	Cub Parent Representative
David Percival-Broadfield	Beaver Parent Representative
Julie Leeper	Nominated Member of the Executive

All trustees have agreed that they are willing to remain on the trustee board and continue to hold the responsibility of trustee. There are slight changes to the role of the trustee board which they have been made aware of.

**Structure, Governance and Management**

The Group's governing documents are those of The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and the Policy, Organisation and Rules of The Scout Association.

The Group is a Trust established under its rules which are common to all Scouts. The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

The Group is managed by the Group Trustees board (formally called the Group Executive Committee), the members of which are the 'Charity Trustees' of the Scout Group which is an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

The trustee board consists of independent representatives, Chair, Secretary, Treasurer together with the Group Scout Leader, individual section Leaders and Parent representation and meets about 4 times a year.

This Group trustee board exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:-

- The maintenance of the Group property
- The raising of funds and the administration of Group Finance
- The insurance of persons, property and equipment
- Group Public occasions
- Assisting in the recruitment of leaders and other adult support
- Appointing any sub committees that may be required

### **Objectives and Aims**

The objectives of the group are as a unit of The Scout Association.

The aim of the Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens and as members of their local national and international communities. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

The Group has a strong, experienced and dedicated volunteer leader team and welcomes new volunteers who bring with them enthusiasm and fresh ideas.

### **Achievements and Performance**

The Group offers an active program of section night activities, day trips and night away experiences. There have been numerous section and Group experiences open to all members.

### **Financial Review**

The Group's policy on reserves is to hold sufficient resources to keep its HQ building in good repair, replace equipment when needed and continue the charitable activities of the group should income and fundraising activities fall short. This should be a minimum of 12 months running costs and capitation.

The Group held reserves of approximately £76,000 at the end of the 2022/2023 financial year. The figure is regarded as satisfactory and allows the Group to look forward to improvements at the hall and with regards to equipment and transport.

The Trustees declare that they have approved the Trustees' report above.



## Treasurers Report Year End 31 March 2023

The Groups policy on reserves is to hold sufficient resources to keep its HQ building in good repair, replace equipment when needed and continue the charitable activities of the group should income and fundraising activities fall short.

The Group held reserves of approximately £76,000 at year end. This figure includes funds to upgrade the minibus when required and to continue renovations/improvements to the hall. Significant expenditure this year on hall repairs/improvement were upgrading the lighting by replacing the old units with more economical LED lights plus installing a new consumer unit.

Looking forward into 2023/24 the Group's reserves will enable the hall and minibus costs to be met as well as upgrade/repair/replace the group's camping equipment when required.

The financial position of the Group is regularly reviewed by the executive committee.

Income and Expenditure Account  
**For the Year Ended 31 March 2023**  
**Charity No: 1013049**

<b>2022</b>		<b>2023</b>
£	<b>INCOME</b>	£
4226.50	Subscriptions	5449.50
935.53	Gift Aid	748.89
9655.50	Hall Hire	8516.00
10667.00	Grants	1000.00
13.17	Fundraising	80.24
550.00	Jack Petchey	300.00
50.00	Donations	130.00
16.34	Bank Interest	410.16
<u>2619.63</u>	Camp Fees	<u>8405.80</u>
28733.67		25040.59
	<b>EXPENDITURE</b>	
945.00	Membership	1845.00
1802.81	Motor Expenses	1359.37
1217.56	Buildings Insurance	1295.87
1874.28	Heat & Light	1103.88
41.00	Water	327.55
1890.71	Section Expenses	2342.82
282.56	Leader Training/1st Uniform	529.83
3078.84	Camp Expenses	8186.33
194.82	Miscellaneous	152.26
23.80	Covid Related Expenses	0.00
153.01	Bank Charges	0.00
190.19	Wi Fi & Website	242.40
657.65	Equipment	2833.26
<u>627.64</u>	Repairs and Hall Maintenance	<u>3549.26</u>
12979.87		23767.83
<u>15754</u>	Surplus/Deficit for the year	<u>1273</u>

Balance Sheet  
**For the Year Ended 31 March 2023**  
**Charity No: 1013049**

2022 £		2023 £
	<b>Current Assets</b>	
6730.82	Current Account (Treasurers Account)	1427.94
22879.10	Deposit Account	21415.88
45110.42	32 Day Notice Account	52483.80
0.01	Go Cardless	0.01
119.42	Total Cash held by Sections	0
18.71	Group Petty Cash	178.71
93.30	Equals Prepay Card	718.20
<hr/>		<hr/>
74952		76225
	<b>Current Liabilities</b>	
<hr/>		<hr/>
0		0
74952		76225
	<b>Represented By</b>	
59198	Opening Balance	74952
15754	Surplus/Deficit for the year	1273
<hr/> <hr/>		<hr/> <hr/>
74952		76225

Section accounts

**For the Year Ended 31 March 2023**

**Charity No: 1013049**

**BEAVER SCOUT  
ACCOUNT**

**INCOME**

B/Fwd 1/4/22                      0  
Subs  
Donation

\_\_\_\_\_  
0

**EXPENDITURE**

Consumables  
Events  
Equipment  
Sundries  
Badges/Certificates                      \_\_\_\_\_  
0.00

To Group  
Cash in Hand C/Fwd                      \_\_\_\_\_  
0.00  
0.00

**CUB SCOUT ACCOUNT**

B/Fwd 1/4/22                      0  
Subs  
Donation

\_\_\_\_\_  
0

Consumables  
Events  
Stationery  
Equipment  
Badges/Certificates  
Presents                      \_\_\_\_\_

To Group  
To Beaver Section  
Cash in Hand C/Fwd                      \_\_\_\_\_  
0.00  
0

**SCOUT ACCOUNT**

B/Fwd 1/4/22                      119.42  
Subs

\_\_\_\_\_  
119.42

Consumables  
Events  
Badges/Certificates  
Sundries  
Activities  
Minibus Fuel                      \_\_\_\_\_  
0.00

To Group                      119.42  
Cash in Hand C/Fwd                      \_\_\_\_\_  
0.00  
119.42

These amounts relate to cash in/out only and as such this is the last year this page will be shown.

## Scrutineers formal report

### **Independent examiner's report to Scott Miller, Chairman of 2nd Romford Scout Group and Sarah Osborne, Group Scout Leader**

#### **Purpose**

The purpose of this report is to submit my findings from the work I have undertaken as an Independent Examiner of the 2nd Romford Scout Group Accounts submitted to me for the year to end March 2023. I am submitting an unqualified report (for a non company charity preparing receipts and payments accounts) with a gross income of £250,000 or less in the relevant financial years. In conducting the examination and preparing this report I have again had the full and open support of the Treasurer for which I am grateful.

#### **Responsibilities and basis of report**

As the Charity Chairman of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

#### **Other Issues for Consideration**

I have no further issues to raise as a consequence of my examination of this year's accounts.

Signed: Stephen Palmer

Name: Stephen Palmer, Chartered Information Technology Professional, Fellow of the British Computer Society, Fellow of the Society of Information Technology Management. Retired Senior Deputy Director of Residents Services at the London Borough of Hillingdon.

Address: 34 Hempstead Road, Holt, Norfolk, NR25 6DF

Date: 9<sup>th</sup> May 2023

## Chairman report 2023

I'd like to welcome and thank all who have managed to attend today - Guests, leaders, supporters, parents and young people, welcome to the Group Annual General Meeting for 2023.

This is now my fourth year on the trustee board as Chairperson. I can't help but notice and reflect on how these times have changed in Scouting within this time. I'm amazed at the constant and continued growth and plans for the future, this can only lead to a better way of Scouting for us all. It's also great to be part of a trustee board which has prudently managed their funds and financial balance which gives scope for spending on activities for young people.

It's great to see that so many members attended camps, events and outings this year which are always a highlight. This group is amazing, and it is thanks to all the leaders and volunteers alongside the wider teams for pulling it all together. Leaders who volunteer their time are the lifeblood of Scouting. A big welcome to all the new members of the group, and a massive thank you to those who constantly volunteer their time and efforts to ensure that this group runs with fantastic dedication to support all our young people and our local community.

As we look towards the current financial year, our focus is to ensure we maintain our continued goal of delivering high-quality Scouting to all the young people in our group.

Without further delay, I'll leave you with the words I do every year from A.A. Milne "You're braver than you believe, stronger than you seem, and smarter than you think."

Scott Jason Miller

2nd Romford trustee board chairman

## Group Scout leader (GSL) report 2023

I would like to thank you all for attending the AGM today, it is good to see so many parents showing a keen interest in their children's Scouting.

2<sup>nd</sup> Romford Scout Group was established in 1908, the year after Baden Powell's first camp. We were fortunate indeed that we were gifted this land and the hall opened for Scouting in 1938. 2<sup>nd</sup> Romford is very special to me, as it is to so many of our leaders and Exec. I believe it is a combination of tradition and modern ideas, a place where we aim for young people to learn and grow and blossom into confident, compassionate, and resilient young adults. Where we aim to 'do our best' and instil that ethos in the children who walk through the doors.

14 years ago I was sat in one of these very chairs at an AGM as the parent of both a Cub and Scout. I myself had never been in Scouting before. After that meeting Tony and I spoke to Skip (Paul Leeper) who was the GSL and volunteered our help. I became a Cub leader and then a few years later moved onto Scouts (where I still help). Eventually I took on the role of GSL and have also held a role in the District working with the young leaders. In September last year I also started helping at our Squirrel Drey when it opened. You get the idea that I like to be busy. I try and visit Beavers and Cubs when I can and aim to be at every investiture, if work allows.

In November I decided to keep a tally of all the time I gave to Scouting in that month. It ended up being around 90 hours. This included section sessions, admin, meetings and district events. That's a lot of hours on top of a full-time job. This shows how much Scouting means to me.

In writing this I asked myself what have I got from this?..... all the many many hours I have given. Aside from a sense of pride at myself and for the incredible amount of young people who have been through the group in the last 14 years, some of whom are sat here as leaders now..... I would say it was the people. The friends I have made in Scouting are the kind that stay for a lifetime, this is so very true for our youth members, but even as an adult Scouting has given me much. It has given my family much too. My husband Tony and two of my children are here as leaders. My 2 grandchildren are here as members. I am proud of this group, of what we achieve for the young people in our care, of the selflessness of everyone involved in it.

I am lucky enough to attend all the group events, although I don't feel so lucky when I am planning them. And for me Group camp, winter camp, anything where all the sections are together are highlights of my year. Watching our youngest members take part in things they just wouldn't normally do alongside our oldest members really is wonderful.

As always, I would like to take this opportunity to thank the leaders and young leaders - without you Scouting in 2<sup>nd</sup> Romford would not happen. I know you all have families, education, jobs and a multitude of other things outside of this hall but as Group Scout leader I couldn't be prouder of you all. Your never-ending commitment to planning, taking part, packing away, cleaning up, showing up..... It is incredible. To our exec, thank you for your support and for working with me to continue to try and make sure that we look after the money, but also spend what is needed. If anyone doesn't know, everyone of the leaders, young leaders, exec and myself are all volunteers.

I will end with some similar words to the ones used by Paul Leeper at that AGM 14 years ago.....We are always looking for more adult help and if you are willing, even just on an adhoc basis please let us know, we never turn down offers of help.

**Sarah Osborne - 2<sup>nd</sup> Romford Group Scout leader**

## Squirrel Scout section report 2023

We had our very first Squirrel's meeting in September 2022 when we welcomed 18 Squirrels. Its been a pretty steep learning curve in some areas but everyone got to know each other quickly and settled in.

Since September we've grown a bit and currently have 22 Squirrels, 18 of whom are invested. Two have started linking with Beavers and will be leaving our section in the next few weeks. Our first Squirrel linked with Beavers in March.

We currently have 3 leaders – Becca, Sarah & Faye – two parent helpers – Flora & Claire and 1 young leader, Imogen.

Since September, collectively the Squirrels have earned over 40 badges! We awarded our first Chief Scout Acorn badge to Benji shortly before he linked with Beavers and Leo just needs to complete a couple of elements to receive his. It's a great achievement so well done!

We invested our first 15 Squirrels in November which was a brilliant (if somewhat chaotic) moment for us all.

We had our first trip out in October when we visited Havering Park where we made Nature Trolls from sticks, twigs, leaves and other foraged items.

Over the winter we welcomed a range of visitors including the police, a nurse and a doctor. We also went to Romford fire station which was a definite highlight for us all.

Squirrels have done a range of activities including craft, learning some words in Mandarin, trying new foods, helping to make pancakes and using team work to make up their own stories. We had a short Zoom meeting with a Drey in Salford and saw some similarities and differences. We've planted seeds and bulbs, learned about how to plan for a hike and played some very silly games!

We were very proud on St Georges Day when 16 of our Squirrels attended the District parade. They all marched brilliantly and their behaviour was impeccable at the play after the march. A number of leaders from other groups spoke to me afterwards to say how impressed they were with our Squirrels. They were an absolute credit to 2<sup>nd</sup> Romford.

We have so many plans for the upcoming year and can't wait to tell you all about it!

Becca – Squirrel leader – 2<sup>nd</sup> Romford Squirrels



## Beaver Scout section report 2023

Beavers have had an amazing year where we have lived up to our promise of making friends and having fun.

We attended two group camps - one indoor and one sleeping in tents, which for most of the beavers attending would have been their first time camping with us.

- Group camp was a great opportunity for some of the Beavers to try activities they wouldn't normally from climbing to knife safety, from bracelet making to fire lighting, from kayaking to archery our Beavers tried it all.
- Winter camp is all things Christmas so it is extra fun, and I loved seeing the Beavers who attended taking part in the talent show.

Other group events we have attended this year were the Queen's Jubilee party and Litter picking in the local area for the big help out coronation event.

- The Jubilee party included a bouncy castle, crown making and T-shirt decorating. There were also some very yummy cakes.
- The litter picking was a great opportunity for the beavers to show the local community how committed they are to their promise. It will also count towards badge work, which is an extra bonus.

Post-covid, district events have started again and we attended the district Beaver obstacle course, Christmas party and St George's day parade.

- The Obstacle course is a great event. An obstacle course is built at Crow just for the Beavers in the District to enjoy.
- The District Christmas party included an entertainer and some yummy food. I think both were enjoyed by our attendees.
- I have taken part in the District St. Georges parade since I was a youth member of 2<sup>nd</sup> Romford myself. As the 1<sup>st</sup> parade since I became Beaver leader (due to Covid) I felt very honoured to lead the Beavers. The entertainment at the church was fun, the Beavers loved it.

During our weekly sessions, we have been up to lots of exciting activities. To list them all would take far too long but we had a glitter party, went bowling and held our own mini sports day. We also worked towards a variety of badges including gardener, space, adventure challenge and camp craft to name a few.

This has been a historic year for the Beavers as we have gone from being the youngest section to now having our first squirrel join us in Beavers. We look forward to welcoming many more in the future.

Looking towards the future we are plan to participate in the district Beaver's giant hike, a 2<sup>nd</sup> Romford Beaver camp and much more. I hope we can continue to honour our promise and make Beavers a fun and enjoyable place to be where the children can learn, grow and make friends.

I would like to thank Chris, Debbie and Matthew for all their help making 2<sup>nd</sup> Romford the best Beaver colony ever (hehe)

Sophie - Beaver leader – 2<sup>nd</sup> Romford Beavers

## Cub Scout section report 2023

Welcome to the 2<sup>nd</sup> Romford AGM 2023. Last year I was a tad overzealous with my section report and managed to discuss with you events that had occurred after the relevant time period. The benefit of this for me is that I can reuse some of last year's report, and the benefit for you is that you get to listen to me say it all over again!

Badges are an important part of our programme, helping us to provide a balanced set of activities and reward the Cubs for their hard work. We have awarded many badges over the last year. All were well deserved and well done to those who achieved them. Particular congratulations should go out to the Cubs who achieved their Chief Scout's Silver award - Willow, Alicia, Danielius, Charlotte, Lukas, Lilly-Rose and Adrijus. The Chief Scout's Silver award is the highest award that a Cub can receive, so it is a fantastic achievement.

Over the past year we have attended many camps and events. The annual District Cub camp was a great weekend away, with 2<sup>nd</sup> Romford flying the flag for Malta in as part of the Commonwealth theme (don't ask me why I picked Malta, it made things way more difficult than it could have been). The Sixers went away with other Sixers from around the District to do some more adventurous activities without the youngsters. As a group, the Cubs travelled to Thorrington in January for winter camp. Traditionally an indoor camp to battle the cold, and we took part in some Christmas themed activities and enjoyed my favourite meal – Val's camp Christmas dinner. We also went away with the Scouts a fantastic week away in Dorset. I won't go into too much detail on the week's activities otherwise Tony will tell me off for stealing some of his report, but I will say a few words. At summer camp we camp traditionally, so the Cubs were responsible for cooking their own meals, maintaining their site and preparing for the day's activities. It was a tiring but fantastic week away, and I'm very proud of the Cubs for stepping up and camping in a different style to what they are used to. I hope that they all got a lot out of it. We have also recently returned from a weekend away at Thriftwood, taking part in crate stacking, using the cresta run and cooking up a backwoods banquet.

We have attended both the District Cub competitions held this year. The Scooter Rally was great fun, with a slightly reprofiled course this year. We didn't place but I managed to win the Leader race, realising in the process that I'm not as fit as I thought I was. We also attended the St. George's competition, testing Scouting skills from fire lighting to knots. We managed to come third, so congratulations to the Cubs, not just for the success but also for wearing the old gold scarf with pride and showing everyone why we are the best group in the world.

On our normal Cub nights we have managed to do some great activities, some for badge work and some just because! We were lucky enough to be given a tour of Romford Fire Station and the Locals in Havering-atte-Bower were kind enough to take us on a tour of the village once home to King Harold I. We also celebrated the late Queen's Platinum Jubilee and the Coronation of King Charles III.

None of what we have managed to achieve and experience this year would be possible without the fantastic team of Leaders –Nikki, Becca, Alex, Anthony and now Chris as he has recently turned 18. They give up their time, often more than the hour and a half a week that they were lured in with. They are all volunteers and without them we wouldn't be able to do what we do. Our Young Leader Ben also deserves thanks for giving his time whilst studying before he goes to university.

Finally, thanks to you, the parents, carers and guardians, for your continued support and engagement. We can only give the Cubs what we do if you are willing to ferry them around, give up your time and encourage them. They are a credit to you and will all grow into great young adults (after the dodgy teenage years).

Over the next year we will be continuing to do lots of great activities and I look forward to telling you all about them next year!

**Robert Leeper - CSL – 2<sup>nd</sup> Romford**

## Scout section report 2023

We've had a packed program over the last year during which we awarded our Scouts with more than 40 badges for activities such as Astronautics (their choice), Climbing, Craft, Navigation, Nautical Skills, Nights Away along with one Chief Scout's Gold award.

We have also attended numerous events and camps since the last AGM. Let me list for you just some of what we have been up to.....

**June 2022** - The Scouts attended our Group Jubilee party and supported the Lodge Farm Park Miniature Railway's with a cakes and hot drinks stall with the proceeds going to the charity SMILE.

**July 2022** – The Scouts ran one of the sessions for both Cubs and Beavers. They showed good leadership skills for their young age.

**August 2022** - We went Poole in Dorset on our first summer camp since the start of COVID, where the Scouts took part in lots of fun activities such as a visit to Brownsea Island - the location of the first ever Scout camp, a hike along the Jurassic Coast and a bike ride in the New Forest. We even took the Cubs along with us, which made a different experience to usual.

**September 2022** - We attended the District Franklin skills camp as well as group camp.

**October 2022** - We had an overnight expedition camp working on our challenge badges. This is a Duke of Edinburgh award style expedition.

**November 2022** – We attended the District Remembrance parade and service, dressed smartly and well behaved. A proud moment of the year.

**December 2022** - The Scouts helped again with fundraising for SMILE at the Lodge Farm Miniature Railway Christmas Fayre and we went tubing at the Brentwood Ski Slope for our Christmas treat.

**January 2023** - We had our group winter camp at Thorrington in Colchester and were joined by the Cubs and Beavers. This is Christmas themed event with a roast dinner, decorations around the hall and a Christmas tree.

**February 2023** – We took part in numerous activities in session nights including making pancakes, map work, working on our local knowledge badge and practicing for the orienteering competition.

**March 2023** - We had some Scouts compete in the District Orienteering Competition, despite not winning I think our Scouts would agree they all had fun.

**April 2023** – Scouts attended the District St. Georges day parade and service. It was a wet walk, but the Scouts showed their resilience and also were quite well behaved. The older Scouts also attended the District survival camp where they made a shelter and slept in the woods overnight with only basic equipment like a sleeping bag and matches.

I would like to thank the Scout section leaders and our two young leaders for all their hard work, dedication, and enthusiasm. I would also like to thank our GSL, the trustee board and all those in the other sections who have helped out at various times of the year.

Tony Osborne  
Scout Leader

2<sup>nd</sup> Romford Scout Troop



## A brief reminder of our year (in pictures)



















## 5 year plan review

### **1. Retention of members**

- a) Scouts running younger sections at least termly  
This continues to happen with the Scouts planning and running a Beaver and Cub meeting each term. There are plans to expand this to Squirrels too.
- b) Winter camp being a group activity  
Winter camp continues to be open to Beavers, Cubs and Scouts. Squirrels will be invited to the next one for the day.
- c) Family fun days being organised  
A family fun day was planned but with very little interest from the families. There are plans for future events this year with different ideas.
- d) Balanced and well planned programme  
The programme is balanced with a renewed focus on the challenge badges and fun.

### **2. Squirrels**

- a) Adequate number of leaders  
Squirrels currently has 2 leaders, the GSL assisting and 2 regular parent helpers. This is sufficient and there are other parents who will help if one leader cannot attend. Less than 5 adults does make having 22 children present difficult.
- b) Appropriate equipment  
There hasn't been a need to buy much equipment specifically for the Squirrels. We have been purchasing books to match the themes which can be reused over the years.
- c) Ensuring we have members  
We have had a high interest in Squirrels thus far, partly due to the fact that there aren't many groups locally. As more open in September we need to ensure that we continue to recruit.
- d) Regular reviews to see how things are going and how they can be improved  
The programme is reviewed regularly. A review with the section leader and GSL took place after the first few months and another will happen during the summer.

### **3. Youth shaped activities and quality programme**

- a) Log chews / Pack and Troop forums  
Each section should run forums where the opinions of the youth members are sought with regards to the programme, camps etc. The ideas should be implemented where possible.
- b) Regular and structured balanced programme planning  
Each section holds termly programme planning meetings. The programme is currently well thought out. The younger sections are now using a 2 year programme to ensure that the children have variety and fun with the opportunity to earn their Chief Scouts award. A 2 year programme is in the process of being agreed for the Cub section. This becomes more difficult in the Scout section as the members are there for 4 years.
- c) Ensuring the programme is reviewed

This has not been happening formally, but will become part of the programme planning meeting and the views of the members will be sought.

#### **4. Inclusion**

- a) Planned and regular Family fun days  
As mentioned the last organised family day was cancelled due to low interest. Future events are planned with different activities to see what works.
- b) Using AGM activity evenings to show what we do  
The AGM usually involves entertainment or a series of bases where the sections run activities from their programme. This will be reviewed after this AGM to see if there are things we can change/add to show off the work we do in a different / better way.
- c) Providing updates on what all sections and the group are doing  
Sections are mostly making use of the Facebook page to post pictures and updates on what the sections are doing. I would like this to be happening once per half term for each section.
- d) Using the Whatsapp groups and Facebook page for communication  
The Whatsapp groups are invaluable for communicating with parents. The Facebook group works well for messages to all sections and has included information regarding camp equipment and uniform.

#### **5. Community impact**

- a) Continuing to chose a termly chosen project  
This hasn't been happening, but will be reintegrated into the sections programmes from September.
- b) Using community Facebook pages to share appropriate messages about our Group and activities  
This has not yet happened. We need to put some time into deciding the appropriate pages to share information on. Consideration for a social media rep for each section or the group as a whole.
- c) Building relationships with local charities and organisations  
This has begun. We have a good relationship with the Havering miniature railway and have recently been involved in a community litter picking event organised by the local BOD officer working for the council. Talks are underway to do a project with St. Francis hospice and the food bank.

#### **6. People**

- a) Ensuring our Young Leaders are supported and encouraged to complete the YL programme and achieve their YL belt  
The GSL has run training for YL at the hall to help them complete their modules. The group have also paid for the YL to do their 1<sup>st</sup> aid training. Section leaders are responsible for signing off the YL missions. The group will purchase the YL badges when district do not fulfil this.

- b) Inviting parents to stay for a session to see what we do and the work involved in running the Group  
This will be integrated into the programme from September in all sections.
- c) Continuing to pay for leaders 1<sup>st</sup> uniform and establishing an agreement for replacement uniforms  
This has continued and does help with the cost to leaders, which may be a barrier to people wanting to help.
- d) Setting an agreement on subsidising leader costs for things like camps  
This has happened and is set out in the Group policy/guidelines handbook.
- e) Ensuring that leaders have adequate equipment and support  
Any needed equipment is purchased. The trustee board are very supportive of purchasing items for both section and group use.

## **7. Facilities and equipment**

- a) Replacement of lighting in hall  
This has been completed.
- b) Buying new equipment as required  
Any needed equipment is purchased. The trustee board are very supportive of purchasing items for both section and group use.
- c) Ensuring that equipment is repaired/replaced as needed  
The Quartermaster organises regular stores / kit check/clear out days where the equipment is checked. There is one set for June. Any equipment needing replacing is then submitted to the trustee board for approval. We have a good store of equipment for camps, games and crafts.
- d) Review and replacement of outside storage  
This is underway. We need quotes for the building work. If anyone knows a builder who would quote please let us know.
- e) Ensuring the shared spaces are kept tidy  
A roster for the office has been working, if not perfectly, enough that the office does look much better generally. The Quartermaster takes good care of the stores and arranged regular stores clear up / equipment check days.
- f) Completing a computerised inventory of equipment  
This has been started and will continue at the next stores clear out in June.

## The 2nd Romford Leader Team

**Group Scout Leader:** Sarah Osborne

**Squirrel Scout Leader:** Becca Snell

**Squirrel section Assistants:** Sarah Osborne & Faye Pardon

**Section helpers:** Claire & Flora

**Beaver Scout Leader:** Sophie Osborne

**Assistant Beaver Scout Leaders:** Chris Knight, Debbie Bennett & Matthew Leeper

**Cub Scout Leader:** Robert Leeper

**Assistant Cub Scout Leaders:** Alex Peatfield, Nikki Hart, Becca Snell, Chris Bennett & Anthony Moran

**Section helpers:** Kerry & Antonio

**Cub section Young Leader:** Ben

**Scout Leader:** Tony Osborne

**Assistant Scout Leaders:** Liam Moore, Michael Bennett, Becky Cooksey, Sarah Osborne, Mark Jermain & Scott Parrott

**Scout section Young Leaders:** Imogen & Elena

2nd Romford Scout Group  
Income and Expenditure Account  
For the Year Ended 31 March 2023  
Charity No: 1013049

2022 £	INCOME	2023 £
4226.50	Subscriptions	5449.50
935.53	Gift Aid	748.89
9655.50	Hall Hire	8516.00
10667.00	Grants	1000.00
13.17	Fundraising	80.24
550.00	Jack Petchey	300.00
50.00	Donations	130.00
16.34	Bank Interest	410.16
<u>2619.63</u>	Camp Fees	<u>8405.80</u>
28733.67		25040.59
	<b>EXPENDITURE</b>	
945.00	Membership	1845.00
1802.81	Motor Expenses	1359.37
1217.56	Buildings Insurance	1295.87
1874.28	Heat & Light	1103.88
41.00	Water	327.55
1890.71	Section Expenses	2342.82
282.56	Leader Training/1st Uniform	529.83
3078.84	Camp Expenses	8186.33
194.82	Miscellaneous	152.26
23.80	Covid Related Expenses	0.00
153.01	Bank Charges	0.00
190.19	Wi Fi & Website	242.40
657.65	Equipment	2833.26
<u>627.64</u>	Repairs and Hall Maintenance	<u>3549.26</u>
12979.87		23767.83
<u>15754</u>	Surplus/Deficit for the year	<u>1273</u>

24120.19

## **Independent examiner's report to Scott Miller, Chairman of 2nd Romford Scout Group and Sarah Osborne, Group Scout Leader**

### **Purpose**

The purpose of this report is to submit my findings from the work I have undertaken as an Independent Examiner of the 2nd Romford Scout Group Accounts submitted to me for the year to end March 2023. I am submitting an unqualified report (for a non company charity preparing receipts and payments accounts) with a gross income of £250,000 or less in the relevant financial years. In conducting the examination and preparing this report I have again had the full and open support of the Treasurer for which I am grateful.

### **Responsibilities and basis of report**

As the Charity Chairman of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

### **Other Issues for Consideration**

I have no further issues to raise as a consequence of my examination of this year's accounts.

Signed: Stephen Palmer

Name: Stephen Palmer, Chartered Information Technology Professional, Fellow of the British Computer Society, Fellow of the Society of Information Technology Management. Retired Senior Deputy Director of Residents Services at the London Borough of Hillingdon.

Address: 34 Hempstead Road, Holt, Norfolk, NR25 6DF

Date: 9<sup>th</sup> May 2023