

Lilliput Sea Scout Group

Registered in England - Charity number: 1016668

Registered Office:

Lilliput Sea Scout Group
Scout Headquarters and Boatyard
Turks Lane
POOLE
Dorset
BH14 8EW

FRANCIS CLARK LLP
Towngate House
2-8 Parkstone Road
Poole
Dorset
BH15 2PW

Dear Sirs

Receipts and Payments Accounts of Lilliput Sea Scout Group for the year ended 31 March 2024

The following representations are given to you in connection with your review of the charity's receipts and payments accounts for the year ended 31 March 2024.

We confirm that the following representations are made on the basis of enquiries of management and staff of the charity with relevant knowledge and experience (and, where appropriate, of inspection of supporting documentation) sufficient to satisfy ourselves that we can properly make each of the following representations to you.

1. Responsibility for the Financial Statements

We acknowledge as trustees our responsibility for the receipts and payments accounts which we have prepared on behalf of the charity.

We also acknowledge our responsibilities for:

- a. Keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity.
- b. Safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

2. Assets

We confirm that all assets have been included in the statement of assets and liabilities and exist.

We confirm that the charity has satisfactory title to all assets, and there are no liens or encumbrances on the assets except for those disclosed in the financial statements.

We confirm that the cost (or value) of all the assets in the statement of assets and liabilities is fairly stated.

3. Liabilities

The charity has no knowledge of any pending litigation or other claims against the charity.

The charity has no charitable commitments or contingent liabilities, other than as included or disclosed in the financial statements.

4. **Income and expenditure**

We confirm that all income and expenses have been fully recorded and correctly classified in the correct fund.

We confirm that all grants, donations and other income, including those subject to special terms or conditions or received for restricted purpose, have been notified to you. There have been no breaches of terms or conditions during the period regarding the application of such income.

5. **Completeness of Information**

All the accounting records have been made available to you for the purpose of preparing the financial statements and all the transactions undertaken by the charity have been properly reflected and recorded in the accounting records. All other records and related information, including minutes of all management and trustees' meetings (held during the year and up to the date of this letter) have been made available to you.

6. **Going Concern**

We confirm that, in our considered opinion, the charity is able to continue for the foreseeable future and for at least one year from the date of this letter. In arriving at this opinion, the trustees have considered the charity's current financial position, its current level of activity and all other relevant information.

7. **Post year end events**

There has been no event since the balance sheet date which requires disclosure or which would materially affect the amounts in the accounts, other than those already disclosed or included in the financial statements.

8. **Laws and Regulations**

We confirm that there are no Laws or Regulations that are central to the charity's ability to conduct its business that may have an impact on amounts or disclosures in the financial statements.

9. **Reporting to regulator**

We confirm that we are not aware of any matters of material significance that should be reported to the Charity Commission.

Yours faithfully



[Signed on behalf of the Board]

9/07/2024

[Date]

Lilliput Sea Scout Group

Receipts and Payments Account

	Year start date		Year end date
For the year from	1st April 2023	To	31st March 2024

Receipts and payments

		2023/2024 Unrestricted funds £	2022/2023 Unrestricted funds £
Receipts			
	Donations, legacies and similar income		
Membership subscriptions	Membership subscriptions	61,372	54,287
Membership subscriptions paid	Less: Membership subscriptions paid on (National/County/Area/District)	- 9,839	- 9,587
	Net membership subscriptions retained	51,533	44,700
Donations	Donations	29,147	24,072
Legacies	Legacies	-	-
Gift Aid	Gift Aid	21,728	-
Camps & activities	Camps & activities	44,310	39,982
	Sub total	146,718	108,754
	Grants	2,500	-
	Maintenance grant		
	Other grants	1,680	800
	Sub total	4,180	800
	Fundraising (gross)		
	Bunk House	8,677	2,784
	Hall hire		-
			-
	Other fundraising activities	120	255
	Sub total	8,797	3,039
	Investment income		
	Bank interest	2,829	513
	Building Society interest	1,305	457
	The Scout Association Short Term Investment Service		
	Property Rent income		
	Other investment income		
	Sub total	4,134	970
	Total Gross Income	163,828	113,562
Asset sales	Asset and investment sales, etc.	20	1,027
	Total receipts	163,848	114,589

	Year start date		Year end date
For the year from	1st April 2023	To	31st March 2024

Receipts and payments

		2023/2024	2022/2023
		Unrestricted funds	Unrestricted funds
		£	£
Payments			
	Charitable Payments		
Youth programme	Youth programme and activities	5,538	4,394
Training	Adult support and training	-	330
	Rent		
Water	Water and Sewerage	935	1,272
Energy	Electricity and Gas	7,345	5,302
	Insurance	7,691	7,398
	Repairs and Renewals	19,584	11,640
Materials & equipment	Materials and equipment	1,013	7,311
	Printing and photocopying	4,460	5,779
Camp Costs	Contribution to camp costs	42,256	22,012
	Uniforms	2,600	5,083
AGM	AGM and trustee expenses	80	81
Leaders' presentation evening	Other costs - Leaders' presentation evening	3,399	3,927
Fun day	Other costs - Scouts' fund day	1,012	-
	Other costs detail 3		-
	Sub total	95,914	74,528
	Fundraising expenses		
	Fund raising costs	1,825	287
Books, badges	Books & badges	4,464	4,632
	Detail 3		
	Other fundraising costs		
	Sub total	6,288	4,919
Total Gross Expenditure		102,203	79,447
Asset purchases	Asset and investment purchases, etc.	48,356	19,484
Total payments		150,558	98,931
Cash funds last year end		325,328	312,038
2 LT700002			

Statement of assets and liabilities at the end of the year

	2023/2024	2022/2023
	Unrestricted funds	Unrestricted funds
	£	£
Cash funds		
Bank current account	1,259	6,133
Bank deposit account	237,000	220,141
Building society account	87,069	85,764
The Scout Association Short Term Investment Service		
Cash/Floats		
Total cash funds	325,328	312,038
Other monetary assets		
Tax claim		
Debts due from the County/Area/District/Group		
Insurance claim		
Sub total	-	-
Investment assets		
Investment property - detail		
Quoted investments		
Other investments - detail		
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock		
Shop stock		
Other stock		
Land and buildings		
Motor vehicles		
Scouting equipment, furniture etc		
Other		
Sub total	-	-
Liabilities		
Accounts not yet paid		
Expenses incurred but not invoiced		
Subscriptions not yet paid		
Loan - detail		
Other liabilities		
Sub total	-	-

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 05 June 2024 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

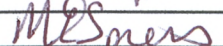
Signature

Print Name



Keith Redwood

Chair



Maggie Spiers

Treasurer

Trustees' Annual Report

For the period

From (start date)
to end date

0 1 0 4 2 3

3 1 0 3 2 4

Section A

Reference and administration details

Charity name

1st Lilliput Sea Scout Group

Other names the charity is known by

Registered charity number

1 0 1 6 6 6 8

Charity's principal address

Scout Headquarters & Boatyard

Turks Lane

POOLE

Dorset

Postcode

B H 14 8 E W

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Simon Inge	Group Scout Leader	
2	John Haynes	Committee Member	
3	Keith Redwood	Chairman	
4	Maggie Spiers	Treasurer	
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Section A

Reference and administration details (continued)

Names and addresses of advisers (optional information but encouraged as best practice)

Type of advisor	Name	Address
Independent Examiner	Martin Aldridge	2-8 Parkstone Road, Poole, BH15 2PW
Bankers	Barclays Bank plc	High St, Poole, BH15 1BL

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document

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.

(e.g. trust deed, constitution)

How the charity is constituted

The Group is a trust established under its rules which are common to all Scouts.

(e.g. trust, association, company)

Trustee selection methods

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

(e.g. appointed by, elected by)

Additional governance issues (optional information but encouraged as best practice)

You may choose to include additional information, where relevant, about:

The Group is managed by 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.

Policies and procedures adopted for:
a) the induction and training of trustees;
b) trustee consideration of major risks and the systems and procedures to manage them

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leaders' individual section leaders and parent's representation and meets every 2 months.

This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:

The maintenance of 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;
Appointing Group Administrators and Advisors other than those who are elected.

Section B

Structure, governance and management (continued)

Risk and Internal Control

The Group Executive Committee has identified the major risks to which they believe the Group is exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are:

Damage to the building, property and equipment. The Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.

Injury to leaders, helpers, supporters and members. The Group through the capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.

Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fundraising. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.

Reduction or loss of leaders. The group is totally reliant upon volunteers to run and administer the activities of the group. If there was a reduction in the number of leaders to an unacceptable level in a particular section or the group as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

Reduction or loss of members. The Group provides activities for all young people aged 6 to 18. If there was a reduction in membership in a particular section or the group as whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

Risk and Internal Control

The group has in place systems of **internal controls** that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>The objectives of the group are as a unit of the Scout Association.</p> <p>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.</p>
Summary of the main activities in relation to these objects	<p>As a Sea Scout Group many of our activities are water based and we maintain a large fleet of boats so the young people can experience as many different types of water activities as possible. In addition to a full programme of badge work we organise outing into the community and at least one camp for everyone each year.</p>
Additional details of the objectives and activities (optional information but encouraged as best practice)	
<p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • Policy on grant making; • Contribution made by volunteers. 	<p>In addition to the help we get from parents during meetings, some have volunteered when we have maintenance projects with our premises and equipment thus saving the Group considerable expense.</p> <p>There is a small group of volunteers who help the fund raising committee.</p> <p>We have a fully equipped bunk house that we are able to rent out to visiting groups and a large marquee which in addition to using on our camps can be hired out to the local community.</p>
Public benefit statement	<p>The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.</p>

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

We have a full programme of Scouting and are awarding Badges regularly. With the reintroduction of Nights away we have held several camps which have been very well supported. There is still a long waiting list for all sections in the group.

We have a thriving Explorer Group using our premises and visitors are returning to our bunk house facilities.

Brief statement of the charity's policy on reserves

Reserves Policy

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The Group Executive Committee considers that the group should hold a sum equivalent to 12 months running costs, circa £80,000.

The Group held reserves of approximately £325,000 against this at year end. The Trustees are rebuilding the reserves after the recent expenditure on the building to be ready to replace any equipment that might fall below the high standard expected.

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)

Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:

- the charity's principal sources of funds
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives

Investment Policy

The Group's Income and Expenditure is very small and as a consequence does not have sufficient funds to invest in longer-term investments such as stocks and shares. The Group has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

The Group Executive regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Executive considers the cash flow requirements.

Section F

Other Optional Information

Plans for future periods (details of any significant activities planned to achieve them)

Over the next year we plan a full programme of Scouting with Several camps already organised.

We are now looking at rebuilding our bunk house over the Next two to three Years.

Section G

Declaration

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Simon Inge

Keith Redwood

Position (eg Secretary, Chair)

Group Scout Leader

Chairman

Date

05/06/23