

# FIRST BLOFIELD AND BRUNDALL SEA SCOUT GROUP

England & Wales · Charity number 1018467

## Details

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**Status** Registered

**Legal form** Other

**Registered** 1993-03-09

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 77 Norwich Road  
Salhouse  
Norwich  
NR13 6QQ

**Phone** 07769707553

**Email** [treasurer@1stblofieldandbrundall.org.uk](mailto:treasurer@1stblofieldandbrundall.org.uk)

**Website** [www.1stblofieldandbrundall.org.uk](http://www.1stblofieldandbrundall.org.uk)

## Activities

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**Objects:** 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

**Activities:** 1st Blofield and Brundall Sea Scout Group is a Scout Group with Beaver, Cub & Scout sections. The Group is recognised by the Royal Navy. The group has a partnership agreement with Dreadnought Explorer section. Scouting provides skills for life: for school, college, university, the job interview, the important speech, the tricky challenge and the big dreams.

## Classification

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- **How:** Provides Other Finance
- **What:** Education/training
- **Who:** Children/young People

## Geography

- **Area of benefit:** BLOFIELD,BRUNDALL
- Norfolk

## Finances

| Period end | Income  | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2025-12-31 | £46,082 | £58,310     | -      | -         |
| 2024-12-31 | £43,849 | £50,397     | -      | -         |
| 2023-12-31 | £33,045 | £26,162     | -      | -         |
| 2023-03-31 | £27,105 | £33,832     | -      | -         |
| 2022-03-31 | £58,321 | £45,463     | -      | -         |
| 2021-03-31 | £63,982 | £79,999     | -      | -         |

## Trustees

| Name                        | Role | Appointed  |
|-----------------------------|------|------------|
| ANN KELLY                   |      | 2010-01-01 |
| Dr Sarah Elizabeth Yeates   |      | 2024-06-11 |
| Dr Sue Down                 |      | 2024-06-11 |
| Emily Harvey                |      | 2026-01-13 |
| James Downing Page          |      | 1999-11-03 |
| Kyle Edward Hampshire-Smith |      | 2022-03-01 |
| Simon Peter Welin           |      | 2022-06-14 |

**FIRST BLOFIELD AND BRUNDALL SEA SCOUT GROUP**

England & Wales - Charity number 1018467

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# Accounts

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**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1 Jan 2025 To 31 December 2025

**Charity name:** First Blofield and Brundall Sea Scout Group

**Charity registration number:** 1018467

## Objectives and Activities

|                                                                             | SORP reference |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-----------------------------------------------------------------------------|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17      | <p><b>The Purpose of Scouting</b><br/>Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b><br/>As Scouts we are guided by these values:<br/><b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.<br/><b>Respect</b> - We have self-respect and respect for others.<br/><b>Care</b> - We support others and take care of the world in which we live.<br/><b>Belief</b> - We explore our faiths, beliefs and attitudes.<br/><b>Co-operation</b> - We make a positive difference; we cooperate with others and make friends.</p> <p><b>The Scout Method</b><br/>Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting:</p> <ul style="list-style-type: none"><li>• Enjoy what they are doing and have fun</li><li>• Take part in activities indoors and outdoors</li><li>• Learn by doing</li><li>• Share in spiritual reflection</li><li>• Take responsibility and make choices</li><li>• Undertake new and challenging activities</li><li>• Make and live by their Promise.</li></ul> |

|                                                                                                                                                                      |                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                      |                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | <p>We are a Sea Scout Group and Recognised by the Royal Navy.</p> <p>Beavers and Cubs are given taster sessions on the water. Scouts and Explorers spend the summer months at our Water Base each week. They carry on through the School holidays to maximise their opportunities and make the most of the longer evenings and warmer weather.</p> <p>All our sections have the opportunity to attend a camp and take part in community and nature projects.</p> |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit                                         | Para 1.18          | <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> <p>The trustees have also received formal training to enable them to carry out their duties as required by the Scout Association Policy, Organisation and Rules (PORs).</p>                                                                                                |

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

|                                                                  |                |                                                                                                                                                                                                                                                    |
|------------------------------------------------------------------|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                  | SORP reference |                                                                                                                                                                                                                                                    |
| Policy on grant making                                           | Para 1.38      | <p>Grants are available to families suffering financial hardship to ensure Scouting is available to all.</p> <p>This year we helped families to keep their youngsters in Scouting who were furloughed or made redundant by waiving their subs.</p> |
| Policy on social investment including program related investment | Para 1.38      | <p>The Group takes a risk averse approach to investment and any surplus funds are retained in an interest bearing account.</p>                                                                                                                     |
| Contribution made by volunteers                                  | Para 1.38      | <p>The Group is entirely dependent on volunteers to run with no remunerated posts. All the executive committee and leadership teams are made up of volunteers.</p> <p>Volunteers are essential to the continuation of the Group and to enable</p>  |

|       |  |                                                                                                                                                                                                                                                                                                                                                       |
|-------|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|       |  | the young people to learn skills for life and experience the opportunities and skills Scouting has to offer.                                                                                                                                                                                                                                          |
| Other |  | <p>The Group supports adult volunteer and leaders training, including financially, which enables the Group to promote scouting programs and provide a wider range of activities to the sections.</p> <p>The financial support is 50% of the course or qualification &amp; out of pocket expense, where County and/or District meet the other 50%.</p> |

## Achievements and Performance

|                                                                                                                                                                                                 | SORP reference |                                                                                                                                                                                                                                                                                                                                                          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20      | <p>The Group has continued to meet it's ambitions for the young people.</p> <p>Members have continued to learn Skills for Life and experience and live the Values of Scouting.</p> <p>Financial support has been made available to families that have needed it and it has been a privilege to be able to ensure that Scouting is accessible to all.</p> |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                     |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Achievements against objectives set | Para 1.41 | <p>We are a Sea Scout Group and proud to be one of 105 Groups recognised by the Royal Navy.</p> <p>All sections are given the opportunity to spend time on the water, including the Beavers who are given taster sessions on the water with their parents and Cubs who incorporate water activities into their summer program.</p> <p>Scouts and Explorers spend the summer months at our Water Base each week. They carry on through the School</p> |
|-------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                              |           |                                                                                                                                                                                                                                   |
|--------------------------------------------------------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                              |           | <p>holidays to maximise their opportunities and make the most of the longer evenings and warmer weather.</p> <p>All our sections have the opportunity to attend a camp and take part in community and environmental projects.</p> |
| Performance of fundraising activities against objectives set | Para 1.41 | Our main fundraising event (Village Summer BBQ) was a success, with good attendance and sell-out of food.                                                                                                                         |
| Investment performance against objectives                    | Para 1.41 | N/A                                                                                                                                                                                                                               |
| Other                                                        |           | N/A                                                                                                                                                                                                                               |

## Financial Review

|                                                                                       |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|---------------------------------------------------------------------------------------|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Review of the charity's financial position at the end of the period</p>            | <p>Para 1.21</p> | <p>This year has shown a maintenance of income, with outgoings exceeding income due to investment in activity equipment. Capitation which was not included in the previous accounts due the change in accounting period also fell within this year.</p> <p>The group has incurred costs in the replacement of key activity equipment including:</p> <ul style="list-style-type: none"> <li>• Purchase of an additional canoe trailer to provide transport for paddlecraft to off-site locations.</li> <li>• Replacement of two paddleboards as well as numerous lost paddles and quick release belts.</li> </ul> <p>Quay heading repayments started?</p> <p>Due to an administrative error, all collected payments for subscriptions and events for our Cub section (£3728) have not been paid out to the group and are being held by GoCardless - this will be resolved in the 2026 financial year.</p> <p>Looking forward to 2025 there are some upcoming costs that the Group will need to meet. These include:</p> <ul style="list-style-type: none"> <li>• Creating a drainage system at the Ward Room side of the HQ building to prevent any further flooding of the property,</li> <li>• The replacement of the HQ heating system (due to its age and specification the annual servicing of it is difficult to procure and also costly).</li> </ul> <p>The Group continues to be financially well placed with more than sufficient reserves going forward (minimum requirement of £4,500).</p> |
| <p>Statement explaining the policy for holding reserves stating why they are held</p> | <p>Para 1.22</p> | <p>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.</p> <p>The Group Executive Committee considers that the group should hold a</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

|                                                                                  |           |                                                                                                                                                                                                       |
|----------------------------------------------------------------------------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                  |           | <p>sum equivalent to 3 months running costs, circa £4000. Taking into account inflation £4,500 would be a generous estimate.</p> <p>The Group holds sufficient funds in reserve to meet £4,500.00</p> |
| Amount of reserves held                                                          | Para 1.22 | £10,000                                                                                                                                                                                               |
| Reasons for holding zero reserves                                                | Para 1.22 | N/A                                                                                                                                                                                                   |
| Details of fund materially in deficit                                            | Para 1.24 | N/A                                                                                                                                                                                                   |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | N/A                                                                                                                                                                                                   |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|---------------------------------------------------------------------------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The charity's principal sources of funds (including any fundraising)            | Para 1.47 | <p>The Group is primarily reliant upon income from subscriptions and fundraising.</p> <p>The Group holds a reserve to ensure the continuity of activities should there be a major reduction in income.</p>                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | <p>The Group takes a risk averse approach to investment and any surplus funds are retained in an interest bearing account.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| A description of the principal risks facing the charity                         | Para 1.46 | <p>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.</p> <p>The main areas of concern that have been identified are:</p> <p><b>Damage to the building, property and equipment.</b><br/>The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.</p> <p><b>Injury to leaders, helpers, supporters and members.</b><br/>The Group, through the capitation fees, contributes to the Scout Associations national accident insurance policy. A</p> |

|       |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|       |  | <p>further insurance policy is held to insure helpers who are not uniformed. Risk Assessments are undertaken before all activities.</p> <p><b>Reduced income from fund raising.</b><br/>The Committee could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently. A reserve fund is also maintained, equivalent to three months running costs.</p> <p><b>Reduction or loss of leaders.</b><br/>The group is totally reliant on 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.</p> <p><b>Reduction or loss of members.</b><br/>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.</p> <p>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 insurance policies to ensure that insurable risks are covered.</p> |
| Other |  | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

## Structure, Governance and Management

|                                                                                                                                                                           |           |                                                                                                                                                                                                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Description of charity's trusts:                                                                                                                                          |           |                                                                                                                                                                                                              |
| Type of governing document<br>(trust deed, royal charter)                                                                                                                 | Para 1.25 | 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 PORs of The Scout Association. |
| How is the charity constituted?<br>(e.g unincorporated association, CIO)                                                                                                  | Para 1.25 | The Group is a trust established under its rules which are common to all Scouts.                                                                                                                             |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | The Trustees are appointed in accordance with the PORs of The Scout Association.                                                                                                                             |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-------------------------------------------------------------------------------------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Policies and procedures adopted for the induction and training of trustees                | Para 1.51 | Members of the Executive Committee complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee as required by the Scout Association PORs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | <p>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.</p> <p>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.</p> <p>The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders (if opted to take on the responsibility) and parent's representation. The committee meets every 2 months.</p> <p>The Group Executive Committee exists to support the Group Scout Leader in</p> |

|                                       |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|---------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                       |           | meeting the responsibilities of the appointment and is responsible for: <ul style="list-style-type: none"> <li>• The maintenance of Group property</li> <li>• The raising of funds</li> <li>• The administration of Group finance</li> <li>• The insurance of persons, property and equipment and Group public occasions</li> <li>• Assisting in the recruitment of leaders and other adult support</li> <li>• Appointing any sub committees that may be required</li> <li>• Appointing Group Administrators and Advisors other than those who are elected.</li> </ul> |
| Relationship with any related parties | Para 1.51 | The Scout Association 306101                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Other                                 |           | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

## Reference and Administrative details

|                             |                                                                                              |
|-----------------------------|----------------------------------------------------------------------------------------------|
| Charity name                | First Blofield and Brundall Sea Scout Group                                                  |
| Other name the charity uses | 1st Blofield and Brundall Sea Scout Group<br>1st Blofield and Brundall Sea Scouts<br>1st B&B |
| Registered charity number   | 1018467                                                                                      |
| Charity's principal address | % The Treasurer<br>77 Norwich Road<br>Salhouse<br>Norwich<br>NR13 6QQ                        |

| Names of the charity trustees who manage the charity |              |                 |                                   |                                                               |
|------------------------------------------------------|--------------|-----------------|-----------------------------------|---------------------------------------------------------------|
|                                                      | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|                                                      |              |                 |                                   |                                                               |
| 1                                                    | Vicki Welin  | Treasurer       |                                   |                                                               |
| 2                                                    | James Page   |                 |                                   |                                                               |

|   |                         |  |  |  |
|---|-------------------------|--|--|--|
| 3 | Ann Kelly               |  |  |  |
| 4 | John Kelly              |  |  |  |
| 5 | Kyle<br>Hampshire-Smith |  |  |  |
| 6 | Simon Welin             |  |  |  |
| 7 | Dr Sue Down             |  |  |  |
| 8 | Dr Sarah Yeates         |  |  |  |

Corporate trustees – names of the directors at the date the report was approved  
N/A

Name of trustees holding title to property belonging to the charity  
N/A

Funds held as custodian trustees on behalf of others  
N/A

Names and addresses of advisers (Optional information)  
N/A

### **Exemptions from disclosure**

Reason for non-disclosure of key personnel details  
N/A  
Other optional information  
N/A

### **Declarations**

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

Signature(s): 

Full name(s): James Page

Position: Group Lead Volunteer

Date: 8 June 2026

|                                | 2025      | 2024      |
|--------------------------------|-----------|-----------|
| <b>Income</b>                  |           |           |
| Bank Interest                  | 335.96    | 513.20    |
| Donation                       | 6,141.00  | 7,740.63  |
| Events                         | 1,359.12  | 3,354.96  |
| Events - Beavers               | 221.00    | 705.00    |
| Events - Cubs                  | 397.97    | 271.20    |
| Events - Explorers             | 0.00      | 1,088.50  |
| Events - Scouts                | 0.00      | 5,965.00  |
| Expense Repayment              | 1,989.20  | 330.00    |
| Fundraising                    | 194.27    | 1,705.37  |
| Grant                          | 1,500.00  | 920.00    |
| KISC 2025                      | 23,913.88 | 7,161.15  |
| Membership Fees                | 8,204.07  | 11,366.95 |
| Rent                           | 1,825.28  | 2,227.10  |
| RYA - Royal Yachting Associati | 0.00      | 500.00    |
|                                |           |           |
| <b>Expense</b>                 |           |           |
| Activity Equipment             | 6,119.43  | 13,460.10 |
| Admin                          | 1,088.42  | 209.71    |
| Badges                         | 2,198.67  | 629.71    |
| Bank Fees                      | 204.38    | 632.09    |
| British Canoeing               | 136.00    | 47.00     |
| Camping Equipment              | 1,600.50  | 2,718.23  |
| Events                         | 1,897.23  | 693.95    |
| Events - Beavers               | 289.00    | 217.00    |
| Events - Cubs                  | 2,497.21  | 2,817.12  |
| Events - Explorers             | 204.89    | 827.10    |
| Events - Scouts                | 281.63    | 6,679.53  |
| Fuel                           | 155.03    | 442.09    |
| Insurance                      | 3,114.24  | 3,136.72  |
| KISC 2025                      | 24,722.91 | 7,160.00  |
| Meetings - Beavers             | 290.30    | 718.05    |
| Meetings - Cubs                | 591.54    | 157.17    |
| Meetings - Explorers           | 265.96    | 0.00      |
| Meetings - Scouts              | 127.58    | 370.85    |
| Membership Costs               | 4,633.00  | 5,075.00  |
| Rent                           | 295.60    | 306.71    |
| RYA - Royal Yachting Associati | 236.20    | 482.00    |
| Training                       | 0.00      | 397.50    |
| Utilities                      | 1,908.85  | 1,207.83  |
| Venue Maintenance              | 5,451.42  | 2,011.24  |
|                                |           |           |
| <b>Account balances</b>        |           |           |
| Beavers                        | 0.00      | 191.35    |
| Dreadnaught ESU                | 0.00      | 43.53     |
| Cubs                           | 0.00      | 1,141.31  |

|                                 |            |           |
|---------------------------------|------------|-----------|
| Scouts                          | 0.00       | 6,456.08  |
| Expense Account                 | 33.66      | 66.46     |
| 1st B&B Group                   | 7,228.56   | 8,905.02  |
| 1st B&B Savings                 | 15,726.10  | 17,494.53 |
| 1st B&B Dreadnought ESU         | 1,930.03   | 2,848.31  |
|                                 |            |           |
| <b>Summary</b>                  |            |           |
| Account balance brought forward | 37,146.59  | 43,694.20 |
| Total income                    | 46,081.75  | 43,849.06 |
| Total expenditure               | 58,309.99  | 50,396.70 |
| Net income                      | -12,228.24 | -6,547.64 |
| Account balance carried forward | 24,918.35  | 37,146.59 |



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name

First Blofield and Brundall Sea Scouts

**On accounts for the year  
ended**

31<sup>st</sup> December 2025

**Charity no  
(if any)**

1018467

**Set out on pages**

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/12/2025**

**Responsibilities and  
basis of report**

As the charity trustees 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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:**

09/02/2026

**Name:**

Kirsty Craggs

**Relevant professional  
qualification(s) or body  
(if any):**

AAT

**Address:**

27 Champneys Road

Diss

IP22 4PS

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

N/A

**FIRST BLOFIELD AND BRUNDALL SEA SCOUT GROUP**

England & Wales - Charity number 1018467

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# Accounts

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**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1 Jan 2024 To 31 December 2024

**Charity name:** First Blofield and Brundall Sea Scout Group

**Charity registration number:** 1018467

## Objectives and Activities

|                                                                             | SORP reference |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-----------------------------------------------------------------------------|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17      | <p><b>The Purpose of Scouting</b><br/>Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b><br/>As Scouts we are guided by these values:<br/><b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.<br/><b>Respect</b> - We have self-respect and respect for others.<br/><b>Care</b> - We support others and take care of the world in which we live.<br/><b>Belief</b> - We explore our faiths, beliefs and attitudes.<br/><b>Co-operation</b> - We make a positive difference; we cooperate with others and make friends.</p> <p><b>The Scout Method</b><br/>Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting:</p> <ul style="list-style-type: none"><li>• Enjoy what they are doing and have fun</li><li>• Take part in activities indoors and outdoors</li><li>• Learn by doing</li><li>• Share in spiritual reflection</li><li>• Take responsibility and make choices</li><li>• Undertake new and challenging activities</li><li>• Make and live by their Promise.</li></ul> |

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|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                      |                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | <p>We are a Sea Scout Group and Recognised by the Royal Navy.</p> <p>Beavers and Cubs are given taster sessions on the water. Scouts and Explorers spend the summer months at our Water Base each week. They carry on through the School holidays to maximise their opportunities and make the most of the longer evenings and warmer weather.</p> <p>All our sections have the opportunity to attend a camp and take part in community and nature projects.</p> |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit                                         | Para 1.18          | <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> <p>The trustees have also received formal training to enable them to carry out their duties as required by the Scout Association Policy, Organisation and Rules (PORs).</p>                                                                                                |

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

|                                                                  |                |                                                                                                                                                                                                                                                    |
|------------------------------------------------------------------|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                  | SORP reference |                                                                                                                                                                                                                                                    |
| Policy on grant making                                           | Para 1.38      | <p>Grants are available to families suffering financial hardship to ensure Scouting is available to all.</p> <p>This year we helped families to keep their youngsters in Scouting who were furloughed or made redundant by waiving their subs.</p> |
| Policy on social investment including program related investment | Para 1.38      | <p>The Group takes a risk averse approach to investment and any surplus funds are retained in an interest bearing account.</p>                                                                                                                     |
| Contribution made by volunteers                                  | Para 1.38      | <p>The Group is entirely dependent on volunteers to run with no remunerated posts. All the executive committee and leadership teams are made up of volunteers.</p> <p>Volunteers are essential to the continuation of the Group and to enable</p>  |

|       |  |                                                                                                                                                                                                                                                                                                                                                       |
|-------|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|       |  | the young people to learn skills for life and experience the opportunities and skills Scouting has to offer.                                                                                                                                                                                                                                          |
| Other |  | <p>The Group supports adult volunteer and leaders training, including financially, which enables the Group to promote scouting programs and provide a wider range of activities to the sections.</p> <p>The financial support is 50% of the course or qualification &amp; out of pocket expense, where County and/or District meet the other 50%.</p> |

## Achievements and Performance

|                                                                                                                                                                                                 | SORP reference |                                                                                                                                                                                                                                                                                                                                                         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20      | <p>The Group has continued to meet its ambitions for the young people.</p> <p>Members have continued to learn Skills for Life and experience and live the Values of Scouting.</p> <p>Financial support has been made available to families that have needed it and it has been a privilege to be able to ensure that Scouting is accessible to all.</p> |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                     |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Achievements against objectives set | Para 1.41 | <p>We are a Sea Scout Group and proud to be one of 105 Groups recognised by the Royal Navy.</p> <p>All sections are given the opportunity to spend time on the water, including the Beavers who are given taster sessions on the water with their parents and Cubs who incorporate water activities into their summer program.</p> <p>Scouts and Explorers spend the summer months at our Water Base each week. They carry on through the School</p> |
|-------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                              |           |                                                                                                                                                                                                                                   |
|--------------------------------------------------------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                              |           | <p>holidays to maximise their opportunities and make the most of the longer evenings and warmer weather.</p> <p>All our sections have the opportunity to attend a camp and take part in community and environmental projects.</p> |
| Performance of fundraising activities against objectives set | Para 1.41 | Our main fundraising event (Village Summer BBQ) was a success, with good attendance and sell-out of food.                                                                                                                         |
| Investment performance against objectives                    | Para 1.41 | N/A                                                                                                                                                                                                                               |
| Other                                                        |           | N/A                                                                                                                                                                                                                               |

## Financial Review

|                                                                            |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|----------------------------------------------------------------------------|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Review of the charity's financial position at the end of the period</p> | <p>Para 1.21</p> | <p>This year has shown a maintenance of income, with outgoings exceeding income due to investment in activity equipment. Capitation which was not included in the previous accounts due the change in accounting period also fell within this year.</p> <p>The group has incurred costs in the replacement and addition of key activity equipment including:</p> <ul style="list-style-type: none"><li>• Replacement of safety boat outboard engine which was paid for in full by a generous donation to the group for this purpose.</li><li>• Purchase of a new canoe trailer to replace the existing trailer to provide transport for paddlecraft to off-site locations.</li><li>• Purchase of two new canoes to supplement our existing fleet.</li><li>• Purchase of two new patrol tents.</li></ul> <p>The group continues to be financially well placed with more than sufficient reserves going forward (minimum requirement of £4,500).</p> <p>Looking forward to 2025 there are some upcoming costs that the Group will need to meet. These include:</p> <ul style="list-style-type: none"><li>• Creating a drainage system at the Ward Room side of the HQ building to prevent any further flooding of the property,</li><li>• The replacement of the HQ heating system (due to its age and specification the annual servicing of it is difficult to procure and also costly).</li></ul> <p>Fundraising, stage payments from parents and initial large expenditure (flights) for the international trip to Kandersteg in the summer of 2025 continued throughout this year.</p> <p>Income from RYA training courses was reduced in 2024 as the group was not able to run these courses over the Summer break.</p> |
|----------------------------------------------------------------------------|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|----------------------------------------------------------------------------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | <p>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.</p> <p>The Group Executive Committee considers that the group should hold a sum equivalent to 3 months running costs, circa £4000. Taking into account inflation £4,500 would be a generous estimate.</p> <p>The Group holds sufficient funds in reserve to meet £4,500.00</p> |
| Amount of reserves held                                                          | Para 1.22 | £10,000                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Reasons for holding zero reserves                                                | Para 1.22 | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Details of fund materially in deficit                                            | Para 1.24 | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

|                                                                                 |           |                                                                                                                                                                                                                                                                                                                                    |
|---------------------------------------------------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The charity's principal sources of funds (including any fundraising)            | Para 1.47 | <p>The Group is primarily reliant upon income from subscriptions and fundraising.</p> <p>The Group holds a reserve to ensure the continuity of activities should there be a major reduction in income.</p>                                                                                                                         |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | The Group takes a risk averse approach to investment and any surplus funds are retained in an interest bearing account.                                                                                                                                                                                                            |
| A description of the principal risks facing the charity                         | Para 1.46 | <p>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.</p> <p>The main areas of concern that have been identified are:</p> <p><b>Damage to the building, property and equipment.</b></p> |

|       |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-------|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|       |  | <p>The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.</p> <p><b>Injury to leaders, helpers, supporters and members.</b><br/>The Group, through the capitation fees, contributes to the Scout Associations national accident insurance policy. A further insurance policy is held to insure helpers who are not uniformed. Risk Assessments are undertaken before all activities.</p> <p><b>Reduced income from fund raising.</b><br/>The Committee could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently. A reserve fund is also maintained, equivalent to three months running costs.</p> <p><b>Reduction or loss of leaders.</b><br/>The group is totally reliant on 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.</p> <p><b>Reduction or loss of members.</b><br/>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.</p> <p>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 insurance policies to ensure that insurable risks are covered.</p> |
| Other |  | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |



## Structure, Governance and Management

|                                                                                                                                                                           |           |                                                                                                                                                                                                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Description of charity's trusts:                                                                                                                                          |           |                                                                                                                                                                                                              |
| Type of governing document<br>(trust deed, royal charter)                                                                                                                 | Para 1.25 | 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 PORs of The Scout Association. |
| How is the charity constituted?<br>(e.g unincorporated association, CIO)                                                                                                  | Para 1.25 | The Group is a trust established under its rules which are common to all Scouts.                                                                                                                             |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | The Trustees are appointed in accordance with the PORs of The Scout Association.                                                                                                                             |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-------------------------------------------------------------------------------------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Policies and procedures adopted for the induction and training of trustees                | Para 1.51 | Members of the Executive Committee complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee as required by the Scout Association PORs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | <p>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.</p> <p>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.</p> <p>The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders (if opted to take on the responsibility) and parent's representation. The committee meets every 2 months.</p> <p>The Group Executive Committee exists to support the Group Scout Leader in</p> |

|                                       |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|---------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                       |           | meeting the responsibilities of the appointment and is responsible for: <ul style="list-style-type: none"> <li>• The maintenance of Group property</li> <li>• The raising of funds</li> <li>• The administration of Group finance</li> <li>• The insurance of persons, property and equipment and Group public occasions</li> <li>• Assisting in the recruitment of leaders and other adult support</li> <li>• Appointing any sub committees that may be required</li> <li>• Appointing Group Administrators and Advisors other than those who are elected.</li> </ul> |
| Relationship with any related parties | Para 1.51 | The Scout Association 306101                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Other                                 |           | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

## Reference and Administrative details

|                             |                                                                                              |
|-----------------------------|----------------------------------------------------------------------------------------------|
| Charity name                | First Blofield and Brundall Sea Scout Group                                                  |
| Other name the charity uses | 1st Blofield and Brundall Sea Scout Group<br>1st Blofield and Brundall Sea Scouts<br>1st B&B |
| Registered charity number   | 1018467                                                                                      |
| Charity's principal address | % The Treasurer<br>77 Norwich Road<br>Salhouse<br>Norwich<br>NR13 6QQ                        |

## Names of the charity trustees who manage the charity

|   | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|---|--------------|-----------------|-----------------------------------|---------------------------------------------------------------|
|   |              |                 |                                   |                                                               |
| 1 | Alison Myers | Chair           | Until 02/09/2024                  |                                                               |
| 2 | Vicki Welin  | Treasurer       |                                   |                                                               |

|   |                      |  |                    |  |
|---|----------------------|--|--------------------|--|
| 3 | James Page           |  |                    |  |
| 4 | Ann Kelly            |  |                    |  |
| 5 | John Kelly           |  |                    |  |
| 6 | Kyle Hampshire-Smith |  |                    |  |
| 7 | Simon Welin          |  |                    |  |
| 8 | Dr Sue Down          |  | From<br>11/06/2024 |  |
| 9 | Dr Sarah Yeates      |  | From<br>11/06/2024 |  |

Corporate trustees – names of the directors at the date the report was approved  
N/A

Name of trustees holding title to property belonging to the charity  
N/A

Funds held as custodian trustees on behalf of others  
N/A

Names and addresses of advisers (Optional information)  
N/A

### **Exemptions from disclosure**

Reason for non-disclosure of key personnel details  
N/A

Other optional information  
N/A

### **Declarations**

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

Signature(s):



Full name(s): James Page

Position: Group Lead Volunteer

Date: 31 January 2026

|                                | 2024      | 2023      |
|--------------------------------|-----------|-----------|
| <b>Income</b>                  |           |           |
| Bank Interest                  | 513.20    | 194.48    |
| Donation                       | 7,740.63  | 1,404.73  |
| Events                         | 3,354.96  | 573.40    |
| Events - Beavers               | 705.00    | 60.00     |
| Events - Cubs                  | 271.20    | 1,904.34  |
| Events - Explorers             | 1,088.50  | 1,085.00  |
| Events - Scouts                | 5,965.00  | 2,691.00  |
| Expense Repayment              | 330.00    | 0.00      |
| Fundraising                    | 1,705.37  | 1,261.06  |
| Gift Aid                       | 0.00      | 6,690.79  |
| Grant                          | 920.00    | 2,500.00  |
| KISC 2025                      | 7,161.15  | 1,100.99  |
| Membership Fees                | 11,366.95 | 8,039.88  |
| Rent                           | 2,227.10  | 2,505.85  |
| RYA - Royal Yachting Associati | 500.00    | 2,888.00  |
| <b>Expense</b>                 |           |           |
| Activity Equipment             | 13,460.10 | 5,675.32  |
| Admin                          | 209.71    | 201.96    |
| Badges                         | 629.71    | 405.42    |
| Bank Fees                      | 632.09    | 427.06    |
| British Canoeing               | 47.00     | 0.00      |
| Camping Equipment              | 2,718.23  | 883.79    |
| Events                         | 693.95    | 1,709.54  |
| Events - Beavers               | 217.00    | 70.00     |
| Events - Cubs                  | 2,817.12  | 1,708.97  |
| Events - Explorers             | 827.10    | 901.57    |
| Events - Scouts                | 6,679.53  | 2,050.85  |
| Fuel                           | 442.09    | 533.50    |
| Insurance                      | 3,136.72  | 1,734.00  |
| KISC 2025                      | 7,160.00  | 2,000.00  |
| Meetings - Beavers             | 718.05    | 171.37    |
| Meetings - Cubs                | 157.17    | 184.35    |
| Meetings - Explorers           | 0.00      | 64.99     |
| Meetings - Scouts              | 370.85    | 288.04    |
| Membership Costs               | 5,075.00  | 0.00      |
| Rent                           | 306.71    | 0.00      |
| RYA - Royal Yachting Associati | 482.00    | 607.23    |
| Training                       | 397.50    | 1,037.74  |
| Utilities                      | 1,207.83  | 758.29    |
| Venue Maintenance              | 2,011.24  | 3,851.73  |
| <b>Account balances</b>        |           |           |
| Group                          | 0.00      | 10,510.27 |
| Beavers                        | 191.35    | 3,508.24  |

|                         |           |           |
|-------------------------|-----------|-----------|
| Dreadnaught ESU         | 43.53     | 1,085.76  |
| Cubs                    | 1,141.31  | 0.00      |
| Scouts                  | 6,456.08  | 4,417.35  |
| Savings 2               | 0.00      | 24,056.48 |
| Expense Account         | 66.46     | 116.10    |
| 1st B&B Group           | 8,905.02  | 0.00      |
| 1st B&B Savings         | 17,494.53 | 0.00      |
| 1st B&B Dreadnought ESU | 2,848.31  | 0.00      |

#### **Summary**

|                                 |           |           |
|---------------------------------|-----------|-----------|
| Account balance brought forward | 43,694.20 | 36,060.40 |
| Total income                    | 43,849.06 | 32,899.52 |
| Total expenditure               | 50,396.70 | 25,265.72 |
| Net income                      | -6,547.64 | 7,633.80  |
| Account balance carried forward | 37,146.59 | 43,694.20 |



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name

First Blofield and Brundall Sea Scout Group

**On accounts for the year  
ended**

31<sup>st</sup> December 2024

**Charity no  
(if any)**

1018467

**Set out on pages**

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

**Responsibilities and  
basis of report**

As the charity trustees 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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:**

30/01/2026

**Name:**

Kirsty Craggs

**Relevant professional  
qualification(s) or body  
(if any):**

AAT

**Address:**

27 Champneys Road

Diss

IP22 4PS

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

N/A

**FIRST BLOFIELD AND BRUNDALL SEA SCOUT GROUP**

England & Wales - Charity number 1018467

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# Accounts

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**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1 April 2023 To 31 December 2023

**Charity name:** First Blofield and Brundall Sea Scout Group

**Charity registration number:** 1018467

## Objectives and Activities

|                                                                             | SORP reference |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-----------------------------------------------------------------------------|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17      | <p><b>The Purpose of Scouting</b><br/>Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b><br/>As Scouts we are guided by these values:<br/><b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.<br/><b>Respect</b> - We have self-respect and respect for others.<br/><b>Care</b> - We support others and take care of the world in which we live.<br/><b>Belief</b> - We explore our faiths, beliefs and attitudes.<br/><b>Co-operation</b> - We make a positive difference; we cooperate with others and make friends.</p> <p><b>The Scout Method</b><br/>Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting:</p> <ul style="list-style-type: none"><li>• Enjoy what they are doing and have fun</li><li>• Take part in activities indoors and outdoors</li><li>• Learn by doing</li><li>• Share in spiritual reflection</li><li>• Take responsibility and make choices</li><li>• Undertake new and challenging activities</li><li>• Make and live by their Promise.</li></ul> |

|                                                                                                                                                                      |                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                      |                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | <p>We are a Sea Scout Group and Recognised by the Royal Navy.</p> <p>Beavers and Cubs are given taster sessions on the water. Scouts and Explorers spend the summer months at our Water Base each week. They carry on through the School holidays to maximise their opportunities and make the most of the longer evenings and warmer weather.</p> <p>All our sections have the opportunity to attend a camp and take part in community and nature projects.</p> |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit                                         | Para 1.18          | <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> <p>The trustees have also received formal training to enable them to carry out their duties as required by the Scout Association Policy, Organisation and Rules (PORs).</p>                                                                                                |

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

|                                                                  | SORP reference |                                                                                                                                                                                                                                                                              |
|------------------------------------------------------------------|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Policy on grant making                                           | Para 1.38      | <p>Grants are available to families suffering financial hardship to ensure Scouting is available to all.</p> <p>This year we helped families to keep their youngsters in Scouting who were furloughed or made redundant by waiving their subs.</p>                           |
| Policy on social investment including program related investment | Para 1.38      | <p>The Group takes a risk averse approach to investment and any surplus funds are retained in an interest bearing account.</p>                                                                                                                                               |
| Contribution made by volunteers                                  | Para 1.38      | <p>The Group is entirely dependent on volunteers to run with no remunerated posts. All of the Trustee Board and section leaders are volunteers.</p> <p>Volunteers are essential to the continuation of the Group and to enable the young people to learn skills for life</p> |

|       |  |                                                                                                                                                                                                                                                                                                                                                       |
|-------|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|       |  | <p>and experience the opportunities and skills Scouting has to offer.</p> <p>We have been lucky to have a team dedicated to fund raising this year and they have raised additional funds for the Group.</p>                                                                                                                                           |
| Other |  | <p>The Group supports adult volunteer and leaders training, including financially, which enables the Group to promote scouting programs and provide a wider range of activities to the sections.</p> <p>The financial support is 50% of the course or qualification &amp; out of pocket expense, where County and/or District meet the other 50%.</p> |

## Achievements and Performance

|                                                                                                                                                                                                 | SORP reference |                                                                                                                                                                |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20      | Financial support has been made available to families that have needed it and it has been a privilege to be able to ensure that Scouting is accessible to all. |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                     |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Achievements against objectives set | Para 1.41 | <p>We are a Sea Scout Group and proud to be one of 105 Groups recognised by the Royal Navy.</p> <p>All sections are given the opportunity to spend time on the water, including the Beavers who are given taster sessions on the water with their parents and Cubs who incorporate water activities into their summer program.</p> <p>Scouts and Explorers spend the summer months at our Water Base each week. They carry on through the school holidays to maximise their opportunities and make the most of the longer evenings and warmer weather.</p> |
|-------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                              |           |                                                                                                                                                          |
|--------------------------------------------------------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                              |           | All our sections have the opportunity to attend a camp and take part in community and environmental projects.                                            |
| Performance of fundraising activities against objectives set | Para 1.41 | Due to a dedicated team of volunteers, a number of events and evenings have been put on and have proved to be successful in raising funds for the Group. |
| Investment performance against objectives                    | Para 1.41 | N/A                                                                                                                                                      |
| Other                                                        |           | N/A                                                                                                                                                      |

## Financial Review

|                                                                                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|--------------------------------------------------------------------------------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Review of the charity's financial position at the end of the period            | Para 1.21 | <p>This year has shown an increase in income, with incomings exceeding outgoings despite being a shortened year due to the adjustment to the Group's reporting period.</p> <p>This stage payments being made for a trip to Kandersteg International Scout Centre in 2025 and no payment of capitation to Scout HQ as it didn't fall into this shortened accounting period.</p> <p>The Group continues to be financially well placed with more than sufficient reserves going forward (minimum requirement of £4,500).</p> <p>Looking forward to 2024 and 2025 there are some upcoming costs that the Group will need to meet. These include:</p> <ul style="list-style-type: none"><li>• creating a drainage system at the Ward Room side of the HQ building to prevent any further flooding of the property,</li><li>• replacement of the safety boat outboard engine, and</li><li>• the replacement of the HQ heating system (due to its age and specification the annual servicing of it is difficult to procure and also costly).</li></ul> <p>There is also the international trip to Kandersteg in the summer of 2025 being planned by the Scout &amp; Explorer sections.</p> <p>Participants, with the assistance of leaders and the Board of Trustees, will be responsible for funding this expedition.</p> |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | <p>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.</p> <p>The Group Executive Committee considers that the group should hold a sum equivalent to 3 months running costs, circa £4,500.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

|                                                                                  |           |                                                               |
|----------------------------------------------------------------------------------|-----------|---------------------------------------------------------------|
|                                                                                  |           | The Group holds sufficient funds in reserve to meet £4,500.00 |
| Amount of reserves held                                                          | Para 1.22 | £10,000                                                       |
| Reasons for holding zero reserves                                                | Para 1.22 | N/A                                                           |
| Details of fund materially in deficit                                            | Para 1.24 | N/A                                                           |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | N/A                                                           |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|---------------------------------------------------------------------------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The charity's principal sources of funds (including any fundraising)            | Para 1.47 | <p>The Group is primarily reliant upon income from subscriptions and fundraising.</p> <p>The Group holds a reserve to ensure the continuity of activities should there be a major reduction in income.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | The Group takes a risk averse approach to investment and any surplus funds are retained in an interest bearing account.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| A description of the principal risks facing the charity                         | Para 1.46 | <p>The Group Trustee Board 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.</p> <p>The main areas of concern that have been identified are:</p> <p><b>Damage to the building, property and equipment.</b><br/>The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.</p> <p><b>Injury to leaders, helpers, supporters and members.</b><br/>The Group, through the capitation fees, contributes to the Scout Associations national accident insurance policy. A further insurance policy is held to insure helpers who are not uniformed. Risk Assessments are undertaken before all activities.</p> <p><b>Reduced income from fund raising.</b><br/>The Committee could raise the value of subscriptions to increase the income to</p> |

|       |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|       |  | <p>the group on an ongoing basis, either temporarily or permanently. A reserve fund is also maintained, equivalent to three months running costs.</p> <p><b>Reduction or loss of leaders.</b><br/>The group is totally reliant on 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.</p> <p><b>Reduction or loss of members.</b><br/>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.</p> <p>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 insurance policies to ensure that insurable risks are covered.</p> |
| Other |  | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

## Structure, Governance and Management

|                                                                                                                                                                           |           |                                                                                                                                                                                                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Description of charity's trusts:                                                                                                                                          |           |                                                                                                                                                                                                              |
| Type of governing document<br>(trust deed, royal charter)                                                                                                                 | Para 1.25 | 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 PORs of The Scout Association. |
| How is the charity constituted?<br>(e.g unincorporated association, CIO)                                                                                                  | Para 1.25 | The Group is a trust established under its rules which are common to all Scouts.                                                                                                                             |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | The Trustees are appointed in accordance with the PORs of The Scout Association.                                                                                                                             |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-------------------------------------------------------------------------------------------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Policies and procedures adopted for the induction and training of trustees                | Para 1.51 | Members of the Trustee Board complete mandatory training modules as required by the Scout Association PORs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | <p>The Group is managed by the Trustee Board and Leadership Team. All members of the Trustee Board are 'Charity Trustees' of the Scout Group which is an educational charity. Many of the section leaders have also opted in to be charity Trustees.</p> <p>The Trustee Board 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.</p> <p>The Trustee Board has one ex-officio member: the Group Scout Leader. Individual section leaders (if opted to take on the responsibility) and parent's also make up the board. The committee meets at least every 3 months.</p> <p>The Trustee Board exists to support the Group Scout Leader in meeting the</p> |

|                                       |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|---------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                       |           | responsibilities of the appointment and is responsible for: <ul style="list-style-type: none"> <li>• The maintenance of Group property</li> <li>• The raising of funds</li> <li>• The administration of Group finance</li> <li>• The insurance of persons, property and equipment and Group public occasions</li> <li>• Assisting in the recruitment of leaders and other adult support</li> <li>• Appointing any sub committees that may be required</li> <li>• Appointing Group Administrators and Advisors other than those who are elected.</li> </ul> |
| Relationship with any related parties | Para 1.51 | The Scout Association 306101                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Other                                 |           | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

## Reference and Administrative details

|                             |                                                                                              |
|-----------------------------|----------------------------------------------------------------------------------------------|
| Charity name                | First Blofield and Brundall Sea Scout Group                                                  |
| Other name the charity uses | 1st Blofield and Brundall Sea Scout Group<br>1st Blofield and Brundall Sea Scouts<br>1st B&B |
| Registered charity number   | 1018467                                                                                      |
| Charity's principal address | % The Treasurer<br>77 Norwich Road<br>Salhouse<br>Norwich<br>NR13 6QQ                        |

| Names of the charity trustees who manage the charity |                     |                 |                                   |                                                               |
|------------------------------------------------------|---------------------|-----------------|-----------------------------------|---------------------------------------------------------------|
|                                                      | Trustee name        | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
| 1                                                    | Alison Myers        | Chair           |                                   |                                                               |
| 2                                                    | Catherine Cracknell | Secretary       |                                   |                                                               |
| 3                                                    | Vicki Welin         | Treasurer       |                                   |                                                               |
| 5                                                    | James Page          |                 |                                   |                                                               |
| 6                                                    | Ann Kelly           |                 |                                   |                                                               |

|   |                      |  |  |  |
|---|----------------------|--|--|--|
| 7 | John Kelly           |  |  |  |
| 8 | Kyle Hampshire-Smith |  |  |  |
| 9 | Simon Welin          |  |  |  |

Corporate trustees – names of the directors at the date the report was approved  
N/A

Name of trustees holding title to property belonging to the charity  
N/A

Funds held as custodian trustees on behalf of others  
N/A

Names and addresses of advisers (Optional information)  
N/A

### **Exemptions from disclosure**

Reason for non-disclosure of key personnel details  
N/A  
Other optional information  
N/A

### **Declarations**

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

Signature(s):

Full name(s):

Position:

Date:

|                                 | 2023      | 2022-2023 |
|---------------------------------|-----------|-----------|
| <b>Income</b>                   |           |           |
| Bank Interest                   | 194.48    | 47.82     |
| Donation                        | 1,404.73  | 5,654.73  |
| Events                          | 1,674.39  | 2,526.99  |
| Events - Beavers                | 60.00     | 455.00    |
| Events - Cubs                   | 1,904.34  | 1,240.00  |
| Events - Explorers              | 1,110.00  | 250.00    |
| Events - Scouts                 | 2,691.00  | 3,955.00  |
| Fundraising                     | 1,261.06  | 309.04    |
| Gift Aid                        | 6,690.79  | 0.00      |
| Grant                           | 2,500.00  | 684.13    |
| Membership Fees                 | 8,039.88  | 10,002.76 |
| Rent                            | 2,505.85  | 1,980.05  |
| RYA - Royal Yachting Associati  | 3,008.00  | 0.00      |
|                                 |           |           |
| <b>Expense</b>                  |           |           |
| Activity Equipment              | 5,675.32  | 3,213.52  |
| Admin                           | 201.96    | 315.53    |
| Badges                          | 405.42    | 595.80    |
| Bank Fees                       | 427.96    | 502.64    |
| Camping Equipment               | 883.79    | 265.75    |
| Events                          | 3,709.54  | 1,258.06  |
| Events - Beavers                | 70.00     | 571.00    |
| Events - Cubs                   | 1,708.97  | 1,956.34  |
| Events - Explorers              | 1,381.57  | 282.00    |
| Events - Scouts                 | 2,466.60  | 4,424.66  |
| Fuel                            | 533.50    | 181.38    |
| Insurance                       | 1,734.00  | 2,793.66  |
| Meetings - Beavers              | 171.37    | 141.98    |
| Meetings - Cubs                 | 184.35    | 79.12     |
| Meetings - Explorers            | 64.99     | 67.68     |
| Meetings - Scouts               | 288.04    | 248.15    |
| Membership Costs                | 0.00      | 4,222.00  |
| RYA - Royal Yachting Associati  | 607.23    | 661.96    |
| Training                        | 1,037.74  | 783.23    |
| Utilities                       | 758.29    | 1,112.09  |
| Venue Maintenance               | 3,851.73  | 10,156.24 |
|                                 |           |           |
| <b>Account balances</b>         |           |           |
| Group                           | 10,630.27 | 5,503.42  |
| Beavers                         | 3,508.24  | 1,740.18  |
| Dreadnaught ESU                 | 629.86    | 632.66    |
| Cubs                            | 0.00      | 2,305.91  |
| Scouts                          | 4,001.60  | 3,933.18  |
| Savings 1                       | 0.00      | 1,002.81  |
| Savings 2                       | 24,056.48 | 20,942.24 |
| Expense Account                 | 116.10    | 0.00      |
|                                 |           |           |
| <b>Summary</b>                  |           |           |
| Account balance brought forward | 36,060.40 | 42,787.67 |
| Total income                    | 33,044.52 | 27,105.52 |
| Total expenditure               | 26,162.37 | 33,832.79 |
| Net income                      | 6,882.15  | -6,727.27 |
| Account balance carried forward | 42,942.55 | 36,060.40 |



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

1ST BLOFIELD AND BRUNDALL SEA SCOUTS

On accounts for the year  
ended

DEC 2023

Charity no  
(if any)

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and  
basis of report

As the charity's trustees, 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [ ] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Date:

4-9-24

Name:

STEVE MIDDLETON

Relevant professional  
qualification(s) or body

FCCA MBA

(if any):

Address:

MAPLIN, BRUNDALL ROAD, BLOFIELD  
NORWICH, NORFOLK NR13 4LB

## Section B

### Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

NOTHING TO REPORT

**FIRST BLOFIELD AND BRUNDALL SEA SCOUT GROUP**

England & Wales - Charity number 1018467

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# Accounts

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**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1 April 2022 To 31 March 2023

**Charity name:** First Blofield and Brundall Sea Scout Group

**Charity registration number:** 1018467

## Objectives and Activities

|                                                                             | SORP reference |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-----------------------------------------------------------------------------|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17      | <p><b>The Purpose of Scouting</b><br/>Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b><br/>As Scouts we are guided by these values:<br/><b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.<br/><b>Respect</b> - We have self-respect and respect for others.<br/><b>Care</b> - We support others and take care of the world in which we live.<br/><b>Belief</b> - We explore our faiths, beliefs and attitudes.<br/><b>Co-operation</b> - We make a positive difference; we cooperate with others and make friends.</p> <p><b>The Scout Method</b><br/>Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting:</p> <ul style="list-style-type: none"><li>• Enjoy what they are doing and have fun</li><li>• Take part in activities indoors and outdoors</li><li>• Learn by doing</li><li>• Share in spiritual reflection</li><li>• Take responsibility and make choices</li><li>• Undertake new and challenging activities</li><li>• Make and live by their Promise.</li></ul> |

|                                                                                                                                                                      |                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                      |                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | <p>We are a Sea Scout Group and Recognised by the Royal Navy.</p> <p>Beavers and Cubs are given taster sessions on the water. Scouts and Explorers spend the summer months at our Water Base each week. They carry on through the School holidays to maximise their opportunities and make the most of the longer evenings and warmer weather.</p> <p>All our sections have the opportunity to attend a camp and take part in community and nature projects.</p> |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit                                         | Para 1.18          | <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> <p>The trustees have also received formal training to enable them to carry out their duties as required by the Scout Association Policy, Organisation and Rules (PORs).</p>                                                                                                |

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

|                                                                  |                |                                                                                                                                                                                                                                                    |
|------------------------------------------------------------------|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                  | SORP reference |                                                                                                                                                                                                                                                    |
| Policy on grant making                                           | Para 1.38      | <p>Grants are available to families suffering financial hardship to ensure Scouting is available to all.</p> <p>This year we helped families to keep their youngsters in Scouting who were furloughed or made redundant by waiving their subs.</p> |
| Policy on social investment including program related investment | Para 1.38      | <p>The Group takes a risk averse approach to investment and any surplus funds are retained in an interest bearing account.</p>                                                                                                                     |
| Contribution made by volunteers                                  | Para 1.38      | <p>The Group is entirely dependent on volunteers to run with no remunerated posts. All the executive committee and leadership teams are made up of volunteers.</p> <p>Volunteers are essential to the continuation of the Group and to enable</p>  |

|       |  |                                                                                                                                                                                                                                                                                                                                                       |
|-------|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|       |  | the young people to learn skills for life and experience the opportunities and skills Scouting has to offer.                                                                                                                                                                                                                                          |
| Other |  | <p>The Group supports adult volunteer and leaders training, including financially, which enables the Group to promote scouting programs and provide a wider range of activities to the sections.</p> <p>The financial support is 50% of the course or qualification &amp; out of pocket expense, where County and/or District meet the other 50%.</p> |

## Achievements and Performance

|                                                                                                                                                                                                 | SORP reference |                                                                                                                                                                                                                                                                                                                                                                                           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20      | <p>The Group has continued to meet it's ambitions for the young people despite the challenges created by COVID. Members have continued to learn Skills for Life and experience and live the Values of Scouting.</p> <p>Financial support has been made available to families that have needed it and it has been a privilege to be able to ensure that Scouting is accessible to all.</p> |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                     |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Achievements against objectives set | Para 1.41 | <p>We are a Sea Scout Group and proud to be one of 105 Groups recognised by the Royal Navy.</p> <p>All sections are given the opportunity to spend time on the water, including the Beavers who are given taster sessions on the water with their parents and Cubs who incorporate water activities into their summer program.</p> <p>Scouts and Explorers spend the summer months at our Water Base each week. They carry on through the School</p> |
|-------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                              |           |                                                                                                                                                                                                                                   |
|--------------------------------------------------------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                              |           | <p>holidays to maximise their opportunities and make the most of the longer evenings and warmer weather.</p> <p>All our sections have the opportunity to attend a camp and take part in community and environmental projects.</p> |
| Performance of fundraising activities against objectives set | Para 1.41 | <p>Due to inclement weather our main fundraising event was not as successful as it has been in previous years. However the Group did not incur a loss.</p>                                                                        |
| Investment performance against objectives                    | Para 1.41 | N/A                                                                                                                                                                                                                               |
| Other                                                        |           | N/A                                                                                                                                                                                                                               |

## Financial Review

|                                                                                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|--------------------------------------------------------------------------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Review of the charity's financial position at the end of the period            | Para 1.21 | <p>This year has shown a marked drop in income which is due to the absence of COVID grants that the Group was in receipt of in previous years, as well as a reduction in donations.</p> <p>The operating costs of the RYA provision provided by the Group has also been included in the accounts for the first time in 2022-23. This was previously accounted for separately however this was not an appropriate solution going forward. Therefore as of January 2023 these expenses are included in the Group's accounts.</p> <p>Despite this, the Group is still financially well placed with more than sufficient reserves going forward (minimum requirement of £4,500). The balance of the reflooring of HQ was paid at the beginning of the financial year and extensive work was undertaken in the garage over the Christmas period - made possible by the hard work of both leaders and parents giving up their time to support the Group.</p> <p>Looking forward to 2023-24 and 2024-25 there are some upcoming costs that the Group will need to meet. These include:</p> <ul style="list-style-type: none"> <li>• creating a drainage system at the Ward Room side of the HQ building to prevent any further flooding of the property,</li> <li>• replacement of the safety boat outboard engine, and</li> <li>• the replacement of the HQ heating system (due to its age and specification the annual servicing of it is difficult to procure and also costly).</li> </ul> <p>There is also the international trip to Kandersteg in the summer of 2025 being planned by the Scout &amp; Explorer sections. Participants, with the assistance of leaders and the Board of Trustees, will be responsible for funding this expedition.</p> |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

|                                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                   |
|----------------------------------------------------------------------------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                  |           | <p>income and fundraising activities fall short.</p> <p>The Group Executive Committee considers that the group should hold a sum equivalent to 3 months running costs, circa £4000. This is based on pre-COVID costs. Taking into account inflation £4,500 would be a generous estimate.</p> <p>The Group holds sufficient funds in reserve to meet £4,500.00</p> |
| Amount of reserves held                                                          | Para 1.22 | £10,000                                                                                                                                                                                                                                                                                                                                                           |
| Reasons for holding zero reserves                                                | Para 1.22 | N/A                                                                                                                                                                                                                                                                                                                                                               |
| Details of fund materially in deficit                                            | Para 1.24 | N/A                                                                                                                                                                                                                                                                                                                                                               |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | N/A                                                                                                                                                                                                                                                                                                                                                               |

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

|                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|---------------------------------------------------------------------------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The charity's principal sources of funds (including any fundraising)            | Para 1.47 | <p>The Group is primarily reliant upon income from subscriptions and fundraising.</p> <p>The Group holds a reserve to ensure the continuity of activities should there be a major reduction in income.</p>                                                                                                                                                                                                                                       |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | <p>The Group takes a risk averse approach to investment and any surplus funds are retained in an interest bearing account.</p>                                                                                                                                                                                                                                                                                                                   |
| A description of the principal risks facing the charity                         | Para 1.46 | <p>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.</p> <p>The main areas of concern that have been identified are:</p> <p><b>Damage to the building, property and equipment.</b></p> <p>The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.</p> |

|       |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-------|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|       |  | <p><b>Injury to leaders, helpers, supporters and members.</b><br/>The Group, through the capitation fees, contributes to the Scout Associations national accident insurance policy. A further insurance policy is held to insure helpers who are not uniformed. Risk Assessments are undertaken before all activities.</p> <p><b>Reduced income from fund raising.</b><br/>The Committee could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently. A reserve fund is also maintained, equivalent to three months running costs.</p> <p><b>Reduction or loss of leaders.</b><br/>The group is totally reliant on 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.</p> <p><b>Reduction or loss of members.</b><br/>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.</p> <p>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 insurance policies to ensure that insurable risks are covered.</p> |
| Other |  | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

## Structure, Governance and Management

|                                                                                                                                                                           |           |                                                                                                                                                                                                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Description of charity's trusts:                                                                                                                                          |           |                                                                                                                                                                                                              |
| Type of governing document<br>(trust deed, royal charter)                                                                                                                 | Para 1.25 | 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 PORs of The Scout Association. |
| How is the charity constituted?<br>(e.g unincorporated association, CIO)                                                                                                  | Para 1.25 | The Group is a trust established under its rules which are common to all Scouts.                                                                                                                             |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | The Trustees are appointed in accordance with the PORs of The Scout Association.                                                                                                                             |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-------------------------------------------------------------------------------------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Policies and procedures adopted for the induction and training of trustees                | Para 1.51 | Members of the Executive Committee complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee as required by the Scout Association PORs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | <p>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.</p> <p>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.</p> <p>The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders (if opted to take on the responsibility) and parent's representation. The committee meets every 2 months.</p> <p>The Group Executive Committee exists to support the Group Scout Leader in</p> |

|                                       |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|---------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                       |           | meeting the responsibilities of the appointment and is responsible for: <ul style="list-style-type: none"> <li>• The maintenance of Group property</li> <li>• The raising of funds</li> <li>• The administration of Group finance</li> <li>• The insurance of persons, property and equipment and Group public occasions</li> <li>• Assisting in the recruitment of leaders and other adult support</li> <li>• Appointing any sub committees that may be required</li> <li>• Appointing Group Administrators and Advisors other than those who are elected.</li> </ul> |
| Relationship with any related parties | Para 1.51 | The Scout Association 306101                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Other                                 |           | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

## Reference and Administrative details

|                             |                                                                                              |
|-----------------------------|----------------------------------------------------------------------------------------------|
| Charity name                | First Blofield and Brundall Sea Scout Group                                                  |
| Other name the charity uses | 1st Blofield and Brundall Sea Scout Group<br>1st Blofield and Brundall Sea Scouts<br>1st B&B |
| Registered charity number   | 1018467                                                                                      |
| Charity's principal address | % The Treasurer<br>77 Norwich Road<br>Salhouse<br>Norwich<br>NR13 6QQ                        |

| Names of the charity trustees who manage the charity |                 |                 |                                   |                                                               |
|------------------------------------------------------|-----------------|-----------------|-----------------------------------|---------------------------------------------------------------|
|                                                      | Trustee name    | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|                                                      | Anthony Knights | Interim Chair   | Until 15/11/2022                  |                                                               |
| 1                                                    | Alison Myers    | Chair           | From 15/11/2022                   |                                                               |

|   |                         |           |                  |  |
|---|-------------------------|-----------|------------------|--|
| 2 | Catherine Cracknell     | Secretary | From<br>15/11/22 |  |
| 3 | Vicki Welin             | Treasurer |                  |  |
| 4 | Gordon Carter           |           |                  |  |
| 5 | James Page              |           |                  |  |
| 6 | Ann Kelly               |           |                  |  |
| 7 | John Kelly              |           |                  |  |
| 8 | Kyle<br>Hampshire-Smith |           |                  |  |
| 9 | Simon Welin             |           |                  |  |

Corporate trustees – names of the directors at the date the report was approved  
N/A

Name of trustees holding title to property belonging to the charity  
N/A

Funds held as custodian trustees on behalf of others  
N/A

Names and addresses of advisers (Optional information)  
N/A

### **Exemptions from disclosure**

Reason for non-disclosure of key personnel details  
N/A  
Other optional information  
N/A

### **Declarations**

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

Signature(s):

Full name(s): Alison Myers

Position: Chair

Date: 6 November 2023



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27

28

29

2022-2023 2021-2022

Income

Bank Interest

Donation

Events

Events - Beavers

Events - Cubs

Events - Explorers

Events - Scouts

Fundraising

Grant

Membership Fees

Rent

Expense

Activity Equipment

Admin

Badges

Bank Fees

Camping Equipment

Events

Events - Beavers

Events - Cubs

Events - Explorers

Events - Scouts

Fuel

Insurance

47.82

2.08

5,654.73

13,470.99

2,526.99

0.00

455.00

50.00

1,240.00

1,277.04

250.00

100.00

3,955.00

1,838.00

309.04

1,949.80

684.13

26,396.53

10,002.76

10,726.66

1,980.05

2,440.50

3,213.52

12,897.18

315.53

406.95

595.80

657.55

502.64

408.96

265.75

0.00

1,258.06

201.87

571.00

70.00

1,956.34

1,672.40

282.00

192.00

4,424.66

3,245.86

181.38

390.75

2,793.66

3,648.03





## Independent examiner's report on the accounts

**Report to the trustees/  
members of**

Charity Name  
1<sup>st</sup> Blofield and Brundall Sea Scouts

**On accounts for the year  
ended**

31<sup>st</sup> March 2023

**Charity no  
(if any)**

1018467

**Set out on pages**

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023.

**Responsibilities and basis  
of report**

As the charity's trustees, 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

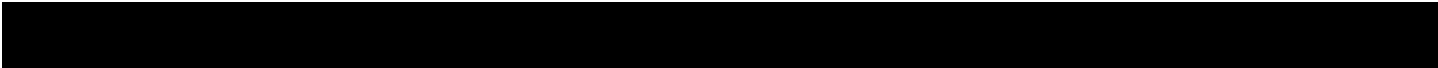
I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**Signed:** S Middleton

**Date:** 14<sup>th</sup> Sept 2023

**Name:** Steve Middleton FCCA MBA

|                                                                 |                                  |
|-----------------------------------------------------------------|----------------------------------|
| <b>Relevant professional qualification(s) or body (if any):</b> | FCCA                             |
| <b>Address:</b>                                                 | Maplin                           |
|                                                                 | Brundall Road, Blofield, Norwich |
|                                                                 | NR13 4LB                         |



Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

No material matters identified.

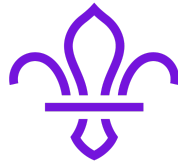
**FIRST BLOFIELD AND BRUNDALL SEA SCOUT GROUP**

England & Wales - Charity number 1018467

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# Accounts

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# Scouts

1st Blofield and Brundall  
Sea Scout Group

## 2021-2022 Accounts & Charity Commission Report

1st Blofield and Brundall Sea Scout Group

RN 68

Registered Charity 1018467



1st Blofield & Brundall Sea Scout Group HQ  
Yarmouth Road, Blofield, Norwich, NR13 4LE

## APPENDIX 2: 2021-2022 ACCOUNTS

| <b>Income</b>      |            |
|--------------------|------------|
| Bank Interest      | £2.08      |
| Donation           | £13,470.99 |
| Events - Beavers   | £70.00     |
| Events - Cubs      | £1,277.04  |
| Events - Explorers | £100.00    |
| Events - Scouts    | £1,838.00  |
| Fundraising        | £1,949.80  |
| Grants             | £26,396.53 |
| Membership Fees    | £10,776.66 |
| Rent               | £2,440.50  |
| <b>Expense</b>     |            |
| Activity Equipment | £12,897.18 |
| Admin              | £406.95    |
| Badges             | £657.55    |
| Bank Fees          | £404.24    |
| Events             | £201.87    |
| Events - Beavers   | £70.00     |
| Events - Cubs      | £1,672.40  |
| Events - Explorers | £192.00    |
| Events - Scouts    | £3,252.16  |
| Fuel               | £390.75    |
| Insurance          | £3,648.03  |
| Meetings - Beavers | £24.69     |

|                                 |            |
|---------------------------------|------------|
| Meetings - Cubs                 | £162.62    |
| Meetings - Explorers            | £62.40     |
| Meetings - Scouts               | £305.12    |
| Membership Costs                | £4,931.73  |
| Training                        | £1,701.32  |
| Utilities                       | £1,242.13  |
| Venue Maintenance               | £13,240.67 |
| <b>Account balances</b>         |            |
| Group                           | £13,153.62 |
| Beavers                         | £1,010.86  |
| Beavers Cash                    | £247.57    |
| Dreadnaught ESU                 | £1,049.54  |
| Cubs                            | £1,961.85  |
| Scouts                          | £3,762.99  |
| Savings 1                       | £1,000.62  |
| Savings 2                       | £20,896.61 |
| <b>Summary</b>                  |            |
| Account balance brought forward | £30,225.87 |
| Total income                    | £58,321.60 |
| Total expenditure               | £45,463.81 |
| Net income                      | £12,857.79 |
| Account balance carried forward | £43,083.66 |

## APPENDIX 3: 2021-2022 TRUSTEES ANNUAL REPORT



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

### Trustees' Annual Report for the period

From 01/04/2021 Period start date To 31/03/2022 Period end date

**Charity name:** First Blofield and Brundall Sea Scout Group

**Charity registration number:** 1018467

### Objectives and Activities

|                                                                             | SORP reference |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-----------------------------------------------------------------------------|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17      | <p><b>The Purpose of Scouting</b><br/>Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b><br/>As Scouts we are guided by these values:<br/><b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.<br/><b>Respect</b> - We have self-respect and respect for others.<br/><b>Care</b> - We support others and take care of the world in which we live.<br/><b>Belief</b> - We explore our faiths, beliefs and attitudes.<br/><b>Co-operation</b> - We make a positive difference; we cooperate with others and make friends.</p> <p><b>The Scout Method</b><br/>Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting:</p> <ul style="list-style-type: none"><li>• Enjoy what they are doing and have fun</li></ul> |

|                                                                                                                                                                      |                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                      |                    | <ul style="list-style-type: none"> <li>• Take part in activities indoors and outdoors</li> <li>• Learn by doing</li> <li>• Share in spiritual reflection</li> <li>• Take responsibility and make choices</li> <li>• Undertake new and challenging activities</li> <li>• Make and live by their Promise.</li> </ul>                                                                                                                                               |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | <p>We are a Sea Scout Group and Recognised by the Royal Navy.</p> <p>Beavers and Cubs are given taster sessions on the water. Scouts and Explorers spend the summer months at our Water Base each week. They carry on through the School holidays to maximise their opportunities and make the most of the longer evenings and warmer weather.</p> <p>All our sections have the opportunity to attend a camp and take part in community and nature projects.</p> |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit                                         | Para 1.18          | <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> <p>The trustees have also received formal training to enable them to carry out their duties as required by the Scout Association Policy, Organisation and Rules (PORs).</p>                                                                                                |

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

|                        | SORP reference |                                                                                                       |
|------------------------|----------------|-------------------------------------------------------------------------------------------------------|
| Policy on grant making | Para 1.38      | Grants are available to families suffering financial hardship to ensure Scouting is available to all. |

|                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                |
|------------------------------------------------------------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                  |           | This year we helped families to keep their youngsters in Scouting who were furloughed or made redundant by waiving their subs.                                                                                                                                                                                                                                 |
| Policy on social investment including program related investment | Para 1.38 | The Group takes a risk averse approach to investment and any surplus funds are retained in an interest bearing account.                                                                                                                                                                                                                                        |
| Contribution made by volunteers                                  | Para 1.38 | <p>The Group is entirely dependent on volunteers to run with no remunerated posts. All the executive committee and leadership teams are made up of volunteers.</p> <p>Volunteers are essential to the continuation of the Group and to enable the young people to learn skills for life and experience the opportunities and skills Scouting has to offer.</p> |
| Other                                                            |           | <p>The Group supports adult volunteer and leaders training, including financially, which enables the Group to promote scouting programs and provide a wider range of activities to the sections.</p> <p>The financial support is 50% of the course or qualification &amp; out of pocket expense, where County and/or District meet the other 50%.</p>          |

#### **Achievements and Performance**

|  |                   |  |
|--|-------------------|--|
|  | SORP<br>reference |  |
|--|-------------------|--|

|                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20 | <p>The Group has continued to meet it's ambitions for the young people despite the challenges created by COVID. Members have continued to learn Skills for Life and experience and live the Values of Scouting.</p> <p>The Group has completed the keyheading and resurfacing of the water base. This ensures the durability and long term stability of the base as well as providing a site that is easier and safer to move the watercraft around on.</p> <p>A paddle sports development plan has been implemented with leaders undertaking training in safety and coaching qualifications with an eye to future ambitions for the Group to become British Canoeing recognised. New paddlesports equipment has been obtained and provides access to the Group's members to try new activities and challenge themselves in new ways.</p> <p>Investment has also been made in the HQ building by replacing the floor, making it a safer and more pleasant place for both the Group and the hirer's who rent the hall for their own community groups and classes.</p> <p>Financial support has been made available to families that have needed it and it has been a privilege to be able to ensure that Scouting is accessible to all.</p> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

|                                     | SORP reference |                                                                                                                                                                                                                                                                            |
|-------------------------------------|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Achievements against objectives set | Para 1.41      | <p>We are a Sea Scout Group and proud to be one of 105 Groups recognised by the Royal Navy.</p> <p>All sections are given the opportunity to spend time on the water, including the Beavers who are given taster sessions on the water with their parents and Cubs who</p> |

|                                                              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |
|--------------------------------------------------------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                              |           | <p>incorporate water activities into their summer program.</p> <p>Scouts and Explorers spend the summer months at our Water Base each week. They carry on through the School holidays to maximise their opportunities and make the most of the longer evenings and warmer weather.</p> <p>All our sections have the opportunity to attend a camp and take part in community and environmental projects.</p> |
| Performance of fundraising activities against objectives set | Para 1.41 | <p>Distribution due to Covid19 has hampered the Group's ability to hold social fundraising events in the 2021-22 financial year.</p> <p>Once again we have been reliant on applying for grants to progress the Group's ambitions for its members.</p>                                                                                                                                                       |
| Investment performance against objectives                    | Para 1.41 | N/A                                                                                                                                                                                                                                                                                                                                                                                                         |
| Other                                                        |           | N/A                                                                                                                                                                                                                                                                                                                                                                                                         |

## Financial Review

|                                                                                | SORP reference |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|--------------------------------------------------------------------------------|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Review of the charity's financial position at the end of the period            | Para 1.21      | <p>The 2021-22 financial year was another busy year for the Group. The Group had another expensive and unusual year due to the ongoing effects of Covid and the completion of the resurfacing of the water base.</p> <p>The Group's main expenditure was laying the final surface of the Water Base to complete that project (funded using Grants, a Loan and Group Funds), the new Paddle Sports Plan developed, initiated and led by Kyle Hampshire-Smith, and the new floor in the Yarmouth Road HQ.</p> <p>The Group's section meetings had begun to return to normal, and with it income generated from subscriptions. All sections are now using Online Scout Manager (OSM) to collect 'subs' which makes things easier for the leaders and the parents.</p> <p>The system has also been successfully used to organise the payment of events and camps for the sections as well.</p> |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22      | <p>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.</p> <p>The Group Executive Committee considers that the group should hold a sum equivalent to 3 months running costs, circa £4000. This is based on pre-COVID costs. Taking into account inflation £4,500 would be a generous estimate.</p> <p>The Group holds sufficient funds in reserve to meet £4,500.00</p>                                                                                                                                                                                                                                                                                                                                                                                                 |
| Amount of reserves held                                                        | Para 1.22      | £10,000                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

|                                                                                  |           |     |
|----------------------------------------------------------------------------------|-----------|-----|
| Reasons for holding zero reserves                                                | Para 1.22 | N/A |
| Details of fund materially in deficit                                            | Para 1.24 | N/A |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | N/A |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                                                                 | SORP reference |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|---------------------------------------------------------------------------------|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The charity's principal sources of funds (including any fundraising)            | Para 1.47      | <p>The Group is primarily reliant upon income from subscriptions and fundraising.</p> <p>The Group holds a reserve to ensure the continuity of activities should there be a major reduction in income.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Investment policy and objectives including any social investment policy adopted | Para 1.46      | The Group takes a risk averse approach to investment and any surplus funds are retained in an interest bearing account.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| A description of the principal risks facing the charity                         | Para 1.46      | <p>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.</p> <p>The main areas of concern that have been identified are:</p> <p><b>Damage to the building, property and equipment.</b><br/>The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.</p> <p><b>Injury to leaders, helpers, supporters and members.</b><br/>The Group, through the capitation fees, contributes to the Scout Associations national accident insurance policy. A further insurance policy is held to insure helpers</p> |

|       |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|       |  | <p>who are not uniformed. Risk Assessments are undertaken before all activities.</p> <p><b>Reduced income from fund raising.</b><br/>The Committee could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently. A reserve fund is also maintained, equivalent to three months running costs.</p> <p><b>Reduction or loss of leaders.</b><br/>The group is totally reliant on 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.</p> <p><b>Reduction or loss of members.</b><br/>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.</p> <p>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 insurance policies to ensure that insurable risks are covered.</p> |
| Other |  | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

#### Structure, Governance and Management

|  |                |  |
|--|----------------|--|
|  | SORP reference |  |
|--|----------------|--|

|                                                                                                                                                                           |           |                                                                                                                                                                                                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Description of charity's trusts:                                                                                                                                          |           |                                                                                                                                                                                                              |
| Type of governing document<br>(trust deed, royal charter)                                                                                                                 | Para 1.25 | 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 PORs of The Scout Association. |
| How is the charity constituted?<br>(e.g unincorporated association, CIO)                                                                                                  | Para 1.25 | The Group is a trust established under its rules which are common to all Scouts.                                                                                                                             |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | The Trustees are appointed in accordance with the PORs of The Scout Association.                                                                                                                             |

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

|                                                                                           | SORP reference |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-------------------------------------------------------------------------------------------|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Policies and procedures adopted for the induction and training of trustees                | Para 1.51      | Members of the Executive Committee complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee as required by the Scout Association PORs.                                                                                                                                                                                                                                                                                                                                                                                                                   |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51      | <p>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.</p> <p>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.</p> <p>The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders (if opted to take on the responsibility) and parent's</p> |

|                                       |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|---------------------------------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                       |           | <p>representation. The committee meets every 2 months.</p> <p>The Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointment and is responsible for:</p> <ul style="list-style-type: none"> <li>• The maintenance of Group property</li> <li>• The raising of funds</li> <li>• The administration of Group finance</li> <li>• The insurance of persons, property and equipment and Group public occasions</li> <li>• Assisting in the recruitment of leaders and other adult support</li> <li>• Appointing any sub committees that may be required</li> <li>• Appointing Group Administrators and Advisors other than those who are elected.</li> </ul> |
| Relationship with any related parties | Para 1.51 | The Scout Association 306101                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Other                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

#### Reference and Administrative details

|                             |                                                                                              |
|-----------------------------|----------------------------------------------------------------------------------------------|
| Charity name                | First Blofield and Brundall Sea Scout Group                                                  |
| Other name the charity uses | 1st Blofield and Brundall Sea Scout Group<br>1st Blofield and Brundall Sea Scouts<br>1st B&B |
| Registered charity number   | 1018467                                                                                      |
| Charity's principal         | % The Treasurer<br>77 Norwich Road<br>Salhouse<br>Norwich<br>NR13 6QQ                        |

| Names of the charity trustees who manage the charity |              |                 |                                   |                                                               |
|------------------------------------------------------|--------------|-----------------|-----------------------------------|---------------------------------------------------------------|
|                                                      | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |

|    |                      |                                    |                    |  |
|----|----------------------|------------------------------------|--------------------|--|
| 1  | Julian Rudd          | Chair                              | To 25.1.2022       |  |
| 2  | Jennifer Crawford    | Secretary                          |                    |  |
| 3  | Vicki Welin          | Treasurer                          | From<br>25.1.2022  |  |
| 4  | Gordon Carter        |                                    |                    |  |
| 6  | James Page           |                                    |                    |  |
| 7  | Ann Kelly            |                                    |                    |  |
| 8  | John Kelly           |                                    |                    |  |
| 9  | Anthony Knights      | Interim Chair<br>from<br>25.1.2022 |                    |  |
| 15 | Kyle Hampshire-Smith |                                    | from<br>01.03.2022 |  |
| 16 | Simon Welin          |                                    | From<br>14.06.2022 |  |

**Corporate trustees – names of the directors at the date the report was approved**

N/A

**Name of trustees holding title to property belonging to the charity**

**Trustee name**

**Dates acted if not for whole  
year**

N/A

**Funds held as custodian trustees on behalf of others**

Description of the assets  
held in this capacity

N/A

Name and objects of the  
charity on whose behalf the  
assets are held and how this  
falls within the custodian  
charity's objects

N/A

|                                                                                                       |     |
|-------------------------------------------------------------------------------------------------------|-----|
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | N/A |
|-------------------------------------------------------------------------------------------------------|-----|

### **Additional information (optional)**

Names and addresses of advisers (Optional information)

| Type of adviser                                                                        | Name | Address |
|----------------------------------------------------------------------------------------|------|---------|
|                                                                                        |      |         |
| <b>Name of chief executive or names of senior staff members (Optional information)</b> |      |         |
|                                                                                        |      |         |

### **Exemptions from disclosure**

Reason for non-disclosure of key personnel details

|     |
|-----|
| N/A |
|-----|

Other optional information

|     |
|-----|
| N/A |
|-----|

### **Declarations**

**The trustees declare that they have approved the trustee's report above.**

**Signed on behalf of the charity's trustees**

|                                                |  |  |
|------------------------------------------------|--|--|
| <b>Signature(s)</b>                            |  |  |
| <b>Full name(s)</b>                            |  |  |
| <b>Position<br/>(eg Secretary, Chair, etc)</b> |  |  |



|                                 | <b>2021-2022</b> |
|---------------------------------|------------------|
| <b>Income</b>                   |                  |
| Bank Interest                   | 2.08             |
| Donation                        | 13,470.99        |
| Events - Beavers                | 70               |
| Events - Cubs                   | 1,277.04         |
| Events - Explorers              | 100              |
| Events - Scouts                 | 1,838.00         |
| Fundraising                     | 1,949.80         |
| Grant                           | 26,396.53        |
| Membership Fees                 | 10,776.66        |
| Rent                            | 2,440.50         |
|                                 |                  |
| <b>Expense</b>                  |                  |
| Activity Equipment              | 12,897.18        |
| Admin                           | 406.95           |
| Badges                          | 657.55           |
| Bank Fees                       | 404.24           |
| Events                          | 201.87           |
| Events - Beavers                | 70               |
| Events - Cubs                   | 1,672.40         |
| Events - Explorers              | 192              |
| Events - Scouts                 | 3,252.16         |
| Fuel                            | 390.75           |
| Insurance                       | 3,648.03         |
| Meetings - Beavers              | 24.69            |
| Meetings - Cubs                 | 162.62           |
| Meetings - Explorers            | 62.4             |
| Meetings - Scouts               | 305.12           |
| Membership Costs                | 4,931.73         |
| Training                        | 1,701.32         |
| Utilities                       | 1,242.13         |
| Venue Maintenance               | 13,240.67        |
|                                 |                  |
| <b>Account balances</b>         |                  |
| Group                           | 13,153.62        |
| Beavers                         | 1,010.86         |
| Beavers Cash                    | 247.57           |
| Dreadnaught ESU                 | 1,049.54         |
| Cubs                            | 1,961.85         |
| Scouts                          | 3,762.99         |
| Savings 1                       | 1,000.62         |
| Savings 2                       | 20,896.61        |
|                                 |                  |
| <b>Summary</b>                  |                  |
| Account balance brought forward | 30,225.87        |
| Total income                    | 58,321.60        |
| Total expenditure               | 45,463.81        |
| Net income                      | 12,857.79        |
| Account balance carried forward | 43,083.66        |



## Independent examiner's report on the accounts

**Report to the trustees/  
members of**

Charity Name  
1<sup>st</sup> Blofield and Brundall Sea Scouts

**On accounts for the year  
ended**

31<sup>st</sup> March 2022

**Charity no  
(if any)**

1018467

**Set out on pages**

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022.

**Responsibilities and basis  
of report**

As the charity's trustees, 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

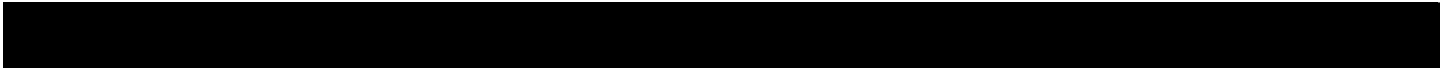
I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**Signed:** S Middleton

**Date:** 5<sup>th</sup> Sept 2022

**Name:** Steve Middleton FCCA MBA

|                                                                 |                                  |
|-----------------------------------------------------------------|----------------------------------|
| <b>Relevant professional qualification(s) or body (if any):</b> | FCCA                             |
| <b>Address:</b>                                                 | Maplin                           |
|                                                                 | Brundall Road, Blofield, Norwich |
|                                                                 | NR13 4LB                         |



Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

No material matters identified.



**FIRST BLOFIELD AND BRUNDALL SEA SCOUT GROUP**

England & Wales - Charity number 1018467

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# Accounts

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CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01/04/2020 Period start date To 31/03/2021 Period end date

Charity name: 1st Blofield and Brundall Sea Scouts

Charity registration number: 1018467

## Objectives and Activities

|                                                                                                                                                                      | SORP reference     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summary of the purposes of the charity as set out in its governing document                                                                                          | Para 1.17          | <p><b>The Purpose of Scouting</b><br/>Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b><br/>As Scouts we are guided by these values:<br/><b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.<br/><b>Respect</b> - We have self-respect and respect for others.<br/><b>Care</b> - We support others and take care of the world in which we live.<br/><b>Belief</b> - We explore our faiths, beliefs and attitudes.<br/><b>Co-operation</b> - We make a positive difference; we cooperate with others and make friends.</p> <p><b>The Scout Method</b><br/>Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:<br/>- enjoy what they are doing and have fun<br/>- take part in activities indoors and outdoors<br/>- learn by doing<br/>- share in spiritual reflection<br/>- take responsibility and make choices<br/>- undertake new and challenging activities<br/>- make and live by their Promise.</p> |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | <p>We are a Sea Scout Group and Recognised by the Royal Navy. Beavers and Cubs are given taster sessions on the water. Scouts and Explorers spend the summer months at our Water Base each week. They carry on through the School holidays to maximise their opportunities. All our sections attend a</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

|                                                                                                                              |           |                                                                                                                                                                                                                                                                          |
|------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                              |           | camp and take part in community and nature projects.                                                                                                                                                                                                                     |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | 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. The trustees have also received formal training to enable them to carry out their duties. |

#### Additional information (optional)

You may choose to include further statements where relevant about:

|                                                                  | SORP reference |                                                                                                                                                                                                                                                                                                                                      |
|------------------------------------------------------------------|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Policy on grant making                                           | Para 1.38      | Grants are available to families suffering financial hardship to enable Scouting to be available to all. This year we helped families to keep their youngsters in Scouting who were furloughed or made redundant by waiving their subs.                                                                                              |
| Policy on social investment including program related investment | Para 1.38      | The Group takes a risk averse approach to investment and any surplus funds are retained in an interest bearing account.                                                                                                                                                                                                              |
| Contribution made by volunteers                                  | Para 1.38      |                                                                                                                                                                                                                                                                                                                                      |
| Other                                                            |                | The group supports adult volunteer and leaders training, including financially, which enables the Group to promote scouting programs and provide a wider range of activities to the sections.<br>The financial support is 50% of the course or qualification out of pocket expense, where County and/or District meet the other 50%. |

## Achievements and Performance

|                                                                                                                                                                                                 | SORP reference |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20      | <p>Covid-19 hit our group, with the precautions taken to reduce the risk of infection, by suspending all face to face meetings. During the next few weeks our section leaders opted to hold virtual Zoom meetings to keep the group involved with scouting. Online meetings soon became the norm for everyone, including Committee meetings. Even camping was adapted. Participants stayed at home and built dens to sleep in overnight, sharing their experiences on zoom and FaceBook closed groups. The Infinity Space Travel camp was great fun, especially when a real astronaut joined us on zoom from South Africa for a question and answer session.</p> <p>Our Water base quay heading replacement was severely disrupted until they developed a way to continue and maintain social distancing. They managed to complete at the beginning of August, one day before the first sailing course of the year took place. This was made possible with extensive Risk Assessments and a robust cleaning system. Our normal fourteen courses were cut to four. As a result of the extremely inventive and adaptable programmes on zoom meetings our group were able to keep its members engaged. Our section leaders kept the meetings light and interesting with lots of fun, which gave such a change to school online and helped enormously with the mental health of our youngsters and leaders. There was a short period before Christmas when we were able to meet indoors again but this all fell apart with another return to lockdown. After the holiday we had to return to zoom meetings but continued to keep our members involved in scouting. Overall our group managed to realise what was required and adapt quickly to the changes. Hats off to everyone for coping so magnificently with a challenging year.</p> |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                     | SORP reference |                                                                                                                                                                                                                         |
|-------------------------------------|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Achievements against objectives set | Para 1.41      | <p>We are a Sea Scout Group and Recognised by the Royal Navy.</p> <p>Beavers and Cubs are given taster sessions on the water.</p> <p>Scouts and Explorers spend the summer months at our Water Base each week. They</p> |

|                                                              |           |                                                                                                                                                                                                                                                                                                                                                                                                                           |
|--------------------------------------------------------------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                              |           | <p>carry on through the School holidays to maximise their opportunities.</p> <p>All our sections attend a camp and take part in community and environmental projects. In past years our Scout and Explorer sections have attended the RN National camps, for those with recognition, onboard HMS Bristol in Portsmouth. This year, we sadly learned the cost of her refit was turned down and she was decommissioned.</p> |
| Performance of fundraising activities against objectives set | Para 1.41 | This has been severely disrupted by Covid 19. Fundraising activities have been restricted to applications to other charities and organisations who might be able to provide grants.                                                                                                                                                                                                                                       |
| Investment performance against objectives                    | Para 1.41 | N/A                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Other                                                        |           |                                                                                                                                                                                                                                                                                                                                                                                                                           |

## Financial Review

|                                                                     | SORP reference |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|---------------------------------------------------------------------|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Review of the charity's financial position at the end of the period | Para 1.21      | <p>The Group has continued and made great progress in terms of the development of the water base. The key heading project has had the majority of the work completed. This has led to a higher than usual expenses against the account that would require a disproportionate reserve to be carried forward. When this project is excluded the spend is considerably lower due to the restrictions caused by Covid. The reserve held exceeds the running costs of the Group based on pre-Covid years and has not been calculated against this year's spending due to the unusual circumstances of the financial year caused by the water base project and Covid.</p> <p>Whilst the income to the Group looks impressive on paper, the majority of this income is in the form of support grants due to Covid or other grants and a loan to support the progress on the keyheading project.</p> <p>The accounts at the end of the year held c£16,000 less than at the commencement of the year. However the Group is still well placed going into the 2021-2022 tax year</p> |

|                                                                                  |           |                                                                                                                                                                                                                                                                                                                  |
|----------------------------------------------------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                  |           | and holds sufficient reserves to meet its obligations.                                                                                                                                                                                                                                                           |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | <p>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.</p> <p>The Group Executive Committee considers that the group should hold a sum equivalent to 3 months running costs, circa £4000.</p> |
| Amount of reserves held                                                          | Para 1.22 | £12,894.61                                                                                                                                                                                                                                                                                                       |
| Reasons for holding zero reserves                                                | Para 1.22 | N/A                                                                                                                                                                                                                                                                                                              |
| Details of fund materially in deficit                                            | Para 1.24 | N/A                                                                                                                                                                                                                                                                                                              |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | N/A                                                                                                                                                                                                                                                                                                              |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                                                                 | SORP reference |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|---------------------------------------------------------------------------------|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The charity's principal sources of funds (including any fundraising)            | Para 1.47      | 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.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Investment policy and objectives including any social investment policy adopted | Para 1.46      | The Group takes a risk averse approach to investment and any surplus funds are retained in an interest bearing account.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| A description of the principal risks facing the charity                         | Para 1.46      | <p>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.</p> <p>The main areas of concern that have been identified are:</p> <p><b>Damage to the building, property and equipment.</b> The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.</p> <p><b>Injury to leaders, helpers, supporters and members.</b> The Group through the capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.</p> <p><b>Reduced income from fund raising.</b> The Group is primarily reliant upon income from subscriptions and fundraising. The group does hold a reserve to ensure the continuity</p> |

|       |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|       |  | <p>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.</p> <p><b>Reduction or loss of leaders.</b> 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.</p> <p><b>Reduction or loss of members.</b> 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. 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 insurance policies to ensure that insurable risks are covered.</p> |
| Other |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

## Structure, Governance and Management

|                                                                                                                                                                           | SORP reference |                                                                                                                                                                                                                                        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Description of charity's trusts:                                                                                                                                          |                |                                                                                                                                                                                                                                        |
| Type of governing document (trust deed, royal charter)                                                                                                                    | Para 1.25      | 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. |
| How is the charity constituted? (e.g unincorporated association, CIO)                                                                                                     | Para 1.25      | The Group is a trust established under its rules which are common to all Scouts.                                                                                                                                                       |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25      | The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.                                                                                                                             |

**Additional information (optional)**

You may choose to include further statements where relevant about:

|                                                                                           | SORP reference |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------------------------------------------------------------------------------------------|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Policies and procedures adopted for the induction and training of trustees                | Para 1.51      | Members of the Executive Committee complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51      | <p>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.</p> <p>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 Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders (if opted to take on the responsibility) and parent's representation. The committee meets every 2 months.</p> <p>The 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.</p> |
| Relationship with any related parties                                                     | Para 1.51      | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Other                                                                                     |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

**Reference and Administrative details**

|                             |                                      |
|-----------------------------|--------------------------------------|
| Charity name                | 1st Blofield and Brundall Sea Scouts |
| Other name the charity uses | 1 <sup>st</sup> B&B                  |
| Registered charity number   | 1018467                              |

|                             |                                                                  |
|-----------------------------|------------------------------------------------------------------|
| Charity's principal address | C/o Mr G Carter<br>6 Wyngates<br>Blofield<br>Norwich<br>NR13 4JG |
|-----------------------------|------------------------------------------------------------------|

| Names of the charity trustees who manage the charity |                      |                 |                                   |                                                               |
|------------------------------------------------------|----------------------|-----------------|-----------------------------------|---------------------------------------------------------------|
|                                                      | Trustee name         | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
| 1                                                    | Julian Rudd          | Chair           |                                   |                                                               |
| 2                                                    | Jennifer Crawford    | Secretary       | From 15/02/2021                   |                                                               |
| 3                                                    | Christopher Harrison | Treasurer       |                                   |                                                               |
| 4                                                    | Gordon Carter        |                 |                                   |                                                               |
| 5                                                    | Gary Howes           |                 | From 6/4/2020                     |                                                               |
| 6                                                    | James Page           |                 |                                   |                                                               |
| 7                                                    | Ann Kelly            |                 |                                   |                                                               |
| 8                                                    | John Kelly           |                 |                                   |                                                               |
| 9                                                    | Anthony Knights      |                 |                                   |                                                               |
| 10                                                   | Sarah Yeates         |                 | From 15/02/2021                   |                                                               |
| 11                                                   | Isla McFadden        |                 | From 15/02/2021                   |                                                               |
| 12                                                   | Ian Walker           |                 | From 18/03/2021                   |                                                               |
| 13                                                   | Tim Reed             |                 | From 18/03/2021                   |                                                               |
| 14                                                   | Jacob Roper          |                 | From 15/02/2020                   |                                                               |

| Corporate trustees – names of the directors at the date the report was approved |  |  |
|---------------------------------------------------------------------------------|--|--|
| N/A                                                                             |  |  |

| Name of trustees holding title to property belonging to the charity |                                   |  |
|---------------------------------------------------------------------|-----------------------------------|--|
| Trustee name                                                        | Dates acted if not for whole year |  |

|     |  |  |
|-----|--|--|
| N/A |  |  |
|-----|--|--|

#### **Funds held as custodian trustees on behalf of others**

|                                                                                                                               |     |
|-------------------------------------------------------------------------------------------------------------------------------|-----|
| Description of the assets held in this capacity                                                                               | N/A |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | N/A |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets                         | N/A |

#### **Additional information (optional)**

Names and addresses of advisers (Optional information)

| Type of adviser                                                                        | Name | Address |
|----------------------------------------------------------------------------------------|------|---------|
|                                                                                        |      |         |
| <b>Name of chief executive or names of senior staff members (Optional information)</b> |      |         |
|                                                                                        |      |         |

#### **Exemptions from disclosure**

Reason for non-disclosure of key personnel details

|     |
|-----|
| N/A |
|-----|

Other optional information

|     |
|-----|
| N/A |
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## Declarations

The trustees declare that they have approved the trustee's report above.

Signed on behalf of the charity's trustees

|                                        |                                                                                   |                                                                                     |
|----------------------------------------|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| Signature(s)                           |  |  |
| Full name(s)                           | Gordon Carter                                                                     | Jennifer Crawford                                                                   |
| Position<br>(eg Secretary, Chair, etc) | Trustee and Group Scout<br>Leader                                                 | Secretary                                                                           |

|                                              | 2020-2021         |                    |
|----------------------------------------------|-------------------|--------------------|
|                                              | Income            | Expense            |
| Admin                                        |                   | -£177.86           |
| Badges                                       |                   | -£273.97           |
| Bank Interest                                | £14.86            |                    |
| Capitation                                   |                   | -£3,960.00         |
| Donations                                    | £10,504.26        |                    |
| Equipment Purchase                           |                   | -£59.48            |
| Events / Meetings - Beavers                  | £34.00            | -£140.62           |
| Events / Meetings - Cubs                     | £353.77           | -£50.30            |
| Events / Meetings - Group                    |                   | -£23.00            |
| Events / Meetings - Scouts                   |                   | -£615.00           |
| Fuel                                         |                   | -£51.90            |
| Fund Raising                                 | £1,573.63         |                    |
| Grants                                       | £22,932.43        |                    |
| HQ Hire                                      | £1,524.73         |                    |
| HQ Maintenance / Repair                      |                   | -£756.31           |
| HQ Utilities                                 |                   | -£364.98           |
| Insurance                                    |                   | -£3,183.02         |
| Leader Training                              |                   | -£177.00           |
| Other Income                                 | £1,049.86         |                    |
| Quay Heading Loan                            | £15,727.00        |                    |
| River Tolls                                  |                   | -£992.49           |
| RYA Fees                                     | £160.80           | -£812.29           |
| Subs - Beavers                               | £568.19           |                    |
| Subs - Cubs                                  | £2,407.81         |                    |
| Subs - Explorers                             | £1,230.00         |                    |
| Subs - Scouts                                | £3,304.42         |                    |
| Subs Refunds - Cubs                          |                   | -£118.00           |
| Subs Refunds - Explorers                     |                   | -£87.50            |
| Water Base Maintenance / Repair              |                   | -£63,546.64        |
| Water Base Utilities                         |                   | -£262.00           |
| Water Craft & Equipment Maintenance / Repair |                   | -£1,750.15         |
| Account Transfers                            | £69,418.37        | -£69,418.37        |
|                                              | <b>£61,385.76</b> | <b>-£77,402.51</b> |

| Account balances                | Closing           | Opening           | Difference         |
|---------------------------------|-------------------|-------------------|--------------------|
| Group                           | £11,834.57        | £5,533.64         | £6,300.93          |
| Savings 1                       | £1,000.54         | £20,016.85        | -£19,016.31        |
| Savings 2                       | £12,894.61        | £14,629.44        | -£1,734.83         |
| Beavers                         | £385.41           | £478.22           | -£92.81            |
| Beavers Cash                    | £227.57           | £218.19           | £9.38              |
| Cubs                            | £1,007.91         | £642.81           | £365.10            |
| Scouts                          | £2,472.95         | £3,871.66         | -£1,398.71         |
| Explorers                       | £402.31           | £851.81           | -£449.50           |
|                                 | <b>£30,225.87</b> | <b>£46,242.62</b> | <b>-£16,016.75</b> |
| <b>Summary</b>                  |                   |                   |                    |
| Account balance brought forward | £46,242.62        |                   |                    |
| Total income                    | £63,981.76        |                   |                    |
| Total expenditure               | -£79,998.51       |                   |                    |
| Net income                      | -£16,016.75       |                   |                    |
| Account balance carried forward | <b>£30,225.87</b> |                   |                    |
| Reserve at 25% of Expenditure:  | £19,350.63        |                   |                    |
| Reserve at 31/03/2021:          | £13,894.61        |                   |                    |



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

1st Blofield and Brundall Sea Scouts

On accounts for the year  
ended

31/03/2021

Charity no  
(if any)

1018467

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 03 / 2021.

Responsibilities and  
basis of report

As the charity trustees 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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Date: 25.01.22

Name:

S. Gilliver

Relevant professional  
qualification(s) or body  
(if any):

Chartered Institute of Management Accountants (ACMA)

Address:

Old Orchard, Globe Lane, Blofield, NR13 4JN

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**