

1 Reference and Administration Details

Charity Name: 1st Keyworth Scout Group

Charity Number: **1030336**

Principal Address: The Scout Hut, Elm Avenue, Keyworth NH12 5AN

Independent Scrutineer: Nigel Brookbanks: 17 Lilac Close. NG12 5DN

1.1 Trustees

Jennifer Kysela (JK) Group Treasurer

Dr Graham Blakey (GB) Group Scout Leader

Mary Butler (MB)

Lorraine Irvine (LI)

Andy Farrant (AF) -

Jennifer Turnbull (JT) – Resigned May 9th 2022

2 Structure, Governance and Management

2.1 Governing Document

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

The Group is a trust established under its rules which are common to all Scouts. The Group is registered as charity with the charity commission by virtue of they own land and buildings, and their income is over £5,000.

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

2.2 Group Executive Committee

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

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leaders, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every 3 months.

Members of the Executive Committee complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee.

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

- Complying with the Policy, Organisation and Rules of The Scout Association
- Assisting in the recruitment of leaders and other adult support.
- Protect and maintain any property and equipment owned by and/or used by the Group.
- The raising of funds and the administration of Group finance.
- Provide insurance for people, property, and equipment.
- Provide sufficient resources for Scouting to operate. This includes, but is not limited to, supporting recruitment, other adult support, and fund-raising activities.
- Promote and support the development of Scouting in the local area.
- Group public occasions.
- Manage and implement the Safety Policy locally.
- Ensure that a positive image of Scouting exists in the local community.
- Appoint and manage the operation of any sub-Committees, including appointing a Chair to lead the sub-Committees.
- Appointing Group Administrators and Advisors other than those who are elected.
- Ensure that Young People are meaningfully involved in decision making at all levels within the Group.
- The opening, closure and amalgamation of sections as necessary.
- And all other duties as set out in Policy, Organisation and Rules.

2.3 Group Scout Council

The Group Scout Council is the electoral body to which the Group Executive Committee is accountable. Membership of the Group Scout Council is open to:

- Scouters
- Group Active Support Managers and members
- Colony Pack and Troop Assistants
- Skills Instructors
- Administrators
- Advisers
- Patrol Leaders
- All Parents of Beavers, Cubs and Scouts
- Any other supporters, including former Scouts and their parents, admitted by the Group Scout Leader, the Group Executive Committee or the Group Scout Council
- Explorer Scout Leaders (if stated in a Partnership Agreement)
- the District Commissioner and District Chair are ex-officio members of the Group Scout Council.

2.4 Trustee Selection

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

2.5 Risk and Internal Control

The Group Executive Committee has identified the major risks to which they believe the Group is exposed, these have been reviewed and systems have been established to mitigate against them.

There have been no adverse events during the year.

The main areas of concern that have been identified are:

2.5.1 Injury to Leaders, Helpers, Supporters or Members

The Group supports compliance with the Safety Policy and ensures appropriate risk assessment; elimination, reduction and control measures are taken to reduce the likelihood of any injuries.

In addition, through the capitation fees to the scout association, the Group contributes to the Scout Association's national accident insurance policy.

2.5.2 Damage to Buildings, Property or Equipment

The Group premise a hut on a small piece of land is held in trust under a deed of appointment and managed by 4 trustees on behalf of the group. It would request the use of buildings, property and equipment from neighbouring organisations were this to become unavailable. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.

2.5.3 Reduced Income from Subscriptions and Fund Raising

The Group is primarily reliant upon income from subscriptions and fund-raising. The Group holds adequate reserves to ensure the continuity of activities should there be a major reduction in income. The committee could also raise the value of subscriptions to increase the Group income either temporarily or permanently.

2.5.4 Reduction or Loss of Leaders

The Group is totally reliant upon volunteers to run and administer the activities of the Group. If there were a reduction in the number of volunteers to an unacceptable level, then there would have to be a contraction, consolidation or closure of activities or sections. In the worst-case scenario, the complete closure of the Group

2.5.5 Reduction or Loss of Members

If there were a reduction in membership of a particular section or the Group as a whole then there would have to be a contraction, consolidation or closure of a section.

2.5.6 Financial Controls

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 approval for all payments and comprehensive insurance policies to ensure that insurable risks are covered

3 Objectives and Activities

The primary objective of the Group is that of the Scout Association generally, namely:

'to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.'

The Values of Scouting

As Scouts we are guided by these values:

- Integrity - We act with integrity; we are honest, trustworthy and loyal.
- Respect - We have self-respect and respect for others.
- Care - We support others and take care of the world in which we live.
- Belief - We explore our faiths, beliefs and attitudes.
- Co-operation - We make a positive difference; we cooperate with others and make friends.

The Scout Method

Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:

- enjoy what they are doing and have fun.
- take part in activities indoors and outdoors.
- learn by doing.
- share in spiritual reflection.
- take responsibility and make choices.
- undertake new and challenging activities.
- make and live by their Promise.

The activities of the Group are:

- The provision of the Scouting programme for 6–18-year-old members

4 Achievements and Performance

4.1 Group

The position of Group Chair remains vacant over the last year. The GSL and Executive Committee (EC) has actively managed the infrastructure around the Group. The safety and integrity of the hut has been maintained, finance has been managed and the operation of the Group within the Scouting framework has been monitored. As a registered charity the EC has ensured compliance with the requisite rules this status incurs, including submission of an annual report to the Charities Commission.

During the last 12 months the EC have ensured that Scout Group has been viewed as a prominent member of the Keyworth Community. The Group was present at the annual Keyworth Show

where we ran a sideshow stall, throwing bean bags into cooking pots of varying points value, which proved popular with event visitors. Our Christmas Post raised over £300 for the Keyworth Community Foodbank. By far the biggest community statement was the holding of the 39th Turkey trot (TT) half-marathon in December 2022.

The TT proved once again to be our biggest and thereby most important fundraiser of the year. The event is organised by a small team of volunteers overseen by the EC. Many of the people on this team no longer have young people in the Group. Although, this is testament to how enjoyable organising the event can be, we could really do with some fresh faces to join the team and 'learn the ropes' from existing members.

The money raised by the TT has been used to subsidise many events held across the sections during the previous year. Badges to celebrate the Group's 75th Anniversary were purchased. The first Group Gathering post pandemic, held at Walesby, was largely subsidised by the Group. Additionally, new equipment has been purchased including expedition equipment for the Explorer section. A new boiler was installed in November 2022 and recent routine maintenance checks have identified several areas of spend in the coming months. These include a new carpet and replacement of several windows that have damaged seals.

Storage capacity at the hut is becoming a problem. Attempts to engage builders to construct a new store at the back of the hut have proven fruitless. This project is ongoing and local architects have been approached to draw-up plans.

In the coming year there will be ongoing changes to reflect The Scout Association wishes to take a more team-based approach to the various adult volunteering roles within the movement. An ethos that Keyworth have been using for as long as it can remember. The Group's Scout Executive Committee will become formally known as The Trustee Board and its overall function will be similar to that of the current EC.

For a team to work effectively it needs members. It is this aspect of team working where most of our challenges are found going forward. Regardless of the organisation of the EC/Trustee Board the reality is that we do not always have enough people for the body and its sub-groups to function effectively. The majority of the people on the EC and the TT team no longer have young people at the Group. We understand that people have limited free time, but this is true for the volunteers on the EC too. We believe in a team approach, the more people available, the lesser the burden on each individual.

4.2 Graham Blakey Group Scout Leader

In its 75th year the Group remains a popular destination for the young people of Keyworth. The census completed in January 2023 indicated that we had 101 young people across the sections This compares with 96 members at January 2022.

1st Keyworth Scout Group is a dynamic organisation and as such is always in a state of flux.

In September 2022 Phil Eddy decided to step down from his role as a cub leader in B Pack. At the same time Paul Robinson, a section assistant in the same Pack left. I'd like to thank Paul and Phil for their fantastic contribution to B Pack and the wider Group and wish them well in their future endeavours.

Unfortunately, the departure of Phil and Paul left B Pack with only one leader in Jeff Turnbull. Fortunately, the flexibility and team working strengths of the leadership team came to the fore. A re-arrangement of roles within the beaver leadership team allowed Sam Kaye (an existing beaver leader) to move over to B pack to temporarily fill the gap. James Ratcliff also stepped in to help with planning and activities where possible.

A Pack cubs have welcomed James Warfield who has joined them as a Section Assistant. The Scout Troop has two new additions to the team, Sam Holleman and Carina Gill. In the Beaver Colony, Mel Ratcliff has decided to pursue her wood-badge, this will provide her with more scouting skills for use with the young people. Doug Smith similarly started the programme, though personal circumstances mean that he will need to pause his involvement later this year. Any discussion of Beavers cannot ignore a significant event that occurred in April for one of their leaders. Kathryn married Colin; we wish them well in their new life together.

Our Eagle Explorer unit is as popular as ever. In the last year it has become a hub for young people wishing to join Explorers from the Ruddington Group. In addition, to help with the organisation of the increased numbers, we have some additional adult leadership resource from the Ruddington Group that we can call upon. It is early days, but this new arrangement seems to be working well.

David Day gained a partial Part B water Activities permit and is furthering his skills in this area. Bayan Mansour gained her 'Nights Away Permit'. This was achieved through the excellent organisation and leadership she demonstrated for our participation in the District Camp held in May at Hollygate.

The past year marks the first full 12 months in a COVID restriction free environment. Consequently, we were able to hold several events for the first time since the pandemic. First up was Group Gathering which was held in June at Walesby. Participants enjoyed sweltering weather accompanied by torrential rain plus of course our iconic BBQ. It was pleasure also to participate in our carol service which took place in the Methodist church and was well attended.

Other traditions were restarted including the presentation of the Endeavour Award. This is an annual award given to the young person in the Group that has exemplified the scouting ethos over the previous year. There were several years of catch up required and the 2020, 2021 and 2022 award were respectively presented to The Keyworth Scout Group, Ed Day and Alex Place.

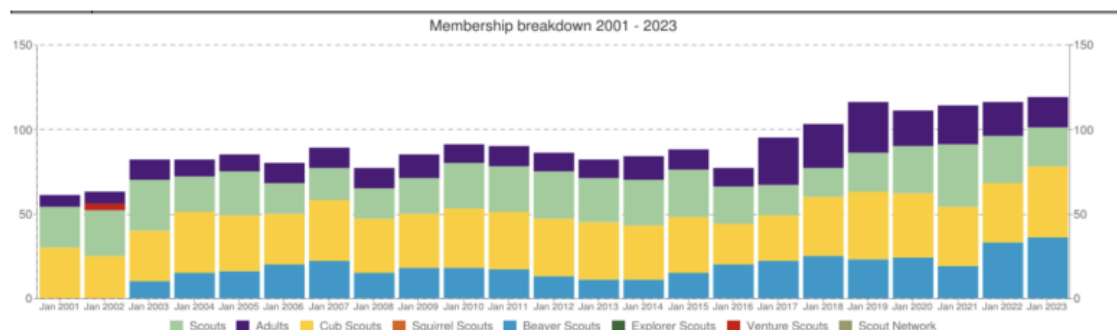
To celebrate St Georges Day and to renew our promises following the succession of King Charles III to the throne we processed to Keyworth Nature Reserve. We caused quite a stir as we progressed across the fields flags aloft. Several participants chose to renew their promise whilst standing in Fairham Brook!

All sections have now implemented a parent volunteer rota to provide additional resource during the running of activities. This help from parents is much appreciated and contributes to the teamwork environment we strive to create.

In conclusion, I would like to thank the excellent group of adult volunteers that have contributed to the tremendous range of scouting opportunities that have been provided to our young people over the previous year. Last word goes to the young people of the Group for the enthusiasm they have demonstrated week in week out as they take on the Scouting Adventure.

Appendix 1

A comparison of numbers across the sections from 2001 to present



5 Finance Report Year Ended 31 January 2023

5.1 Reserves

At the end of the year reserves were £60,670 which although £7,000 lower than last year from £67,800 last year are sufficient for the group.

We spent more than we earned this year and made a loss of £7,119. This is due to no longer receiving the generous COVID grants from Rushcliffe Borough council reported in previous years and considerable capital expenditure on refurbishments to the scout hut.

5.2 Income

Income was £34,000, £11,000 lower than last year. This was largely due to the fact that we did not have government support this year, unlike the previous 2 years.

We were pleased to be able to run the TT this year in person again. This brought in £22,060 income compared to LY's £21,560 this year. TT is still lower than pre Covid levels where we made just under £30k, but still very good.

Subs brought in £12,101 which was about double of last year, from £6,654.

We also had income from the Keyworth show, just over £222 (half of what we made in 2022 (£411)).

At Xmas 2022 we raised £292 for the Xmas post which went to Keyworth Community Foodbank.

Donations

This year we received no government support, but we had some kind donations from Karin Duckworth and raised some money at the Keyworth quiz this year. In total we took in £150 in donations.

5.3 Expenditure

Costs were £42,027, a significant increase on LY (LY £26,575).

The largest cost was TT which was £11,614 which is around the normal level of expenditure for a full TT event.

Annual capitation was in line with last year at £5,550 against income from subscriptions of £12,101.

Other large expenditure items were repairs and maintenance on the hut £5,664, (largely the cost of a new boiler).

District Camp £2,000 and insurance £1,000 (in line with last year), utilities £1,695, and IT costs £302.

Cost of activities did increase on last year and all sections had fulfilling activities.

5.4 TT

TT 22 net profit was £10,446. This was £200 more than last year, but still lower than pre Covid levels. (c£17k profit pre Covid).

Outlook for 2024

Scouting activities continue to return to pre-pandemic levels and our finances are robust.

We have more gift aid claims to make, (years 2022 to 2020) and will proceed with these when we have more parents/ carers signatures for this.

The Keyworth Show is booked as it stands though we will be reducing our fundraising activity at this event.

We are in a good position to invest in activities for our young people and the infrastructure of the hut and our equipment.

Scrutineer of annual accounts

Our Accounts are examined by Nigel Brookbanks, 17 Lilac Close, Keyworth. NG12 5DN

5.5 Public benefit statement

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.

6 Financial Review

6.1 Reserves Policy

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

The Group held reserves of approximately £60,000 against this at year end. This is a reduction on the position last year but remains well above the level required for operating expenses. The committee continues to explore for extended / additional premises and storage that may be needed due to the current major expansion of the village that we are located in. They have implemented improvements to heating and are looking at insulation of the existing hut to assist with reducing greenhouse gasses.

6.2 Investment Policy

The Group does not have sufficient funds to invest in longer-term investments such as stocks and shares. The Group has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies. The Group Executive regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Executive considers the cash flow requirements.

7 Declaration

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

Signed on behalf of the charity's trustees:

Signature:

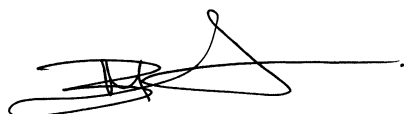
Graham Blakey

Date: 30/11/2023

Full Name: Dr Graham Blakey

Position: Group Scout Leader

Signature:



Date: 30/11/2023

Full Name: Mary Butler

Position: Trustee

Profit and Loss

1st Keyworth Scouts

For the year ended 31 January 2023

	2023	2022
Turnover		
Donations	150.00	16,505.21
Keyworth Show	222.57	411.80
Subs	12,101.00	6,654.00
TT21	-	21,559.55
TT22	22,060.09	-
Xmas Lights	-	26.20
Xmas Post	292.50	-
Total Turnover	34,826.16	45,156.76
Gross Profit	34,826.16	45,156.76
Administrative Costs		
Accountants Fees	-	86.40
AGM	445.01	-
Annual Capitation Payment	5,555.00	5,356.00
badges	115.27	284.27
Bank Fees	78.00	96.00
Cleaning	815.18	-
Cost of Group activities	990.39	716.51
Costs Beavers	1,873.76	588.38
Costs Cubs A pack	1,841.12	458.09
Costs Cubs B Pack	(257.96)	120.00
Costs D of E	1,070.46	432.15
Costs Explorers	1,480.71	393.30
Costs Scouts	1,842.93	826.00
District Camp	2,053.72	-
Donations made	292.50	306.00
Equipment purchased	699.46	564.95
General Expenses	268.60	352.78
Group Gathering 2022	377.76	-
Insurance	1,000.84	974.41
IT Software and Consumables	302.76	332.22
Keyworth Show Costs	152.24	123.23
Leaders Gift	-	187.74
Legal Expenses	-	80.50
Repairs & Maintenance on hut	5,664.29	244.41
Telephone & Internet	274.14	252.64
Transfer to Beavers-do not use	-	1,250.00
Transfer to Cubs A pack-do not use	-	800.00
Transfer to Cubs B pack-do not use	-	250.00
Transfer to Explorers-do not use	-	400.00

	2023	2022
Transfer to Scouts-do not use	-	472.00
TT20 Costs	-	9.24
TT21 Costs	1,298.00	10,049.30
TT22 Expense	11,614.22	-
Uniforms	484.00	-
Utilities	1,695.20	559.63
Xmas Post Costs	-	9.24
Total Administrative Costs	42,027.60	26,575.39
Operating Profit	(7,201.44)	18,581.37
Other Income		
Interest received	81.87	0.68
Other Income	-	15.00
Total Other Income	81.87	15.68
Profit on Ordinary Activities Before Taxation	(7,119.57)	18,597.05
Profit after Taxation	(7,119.57)	18,597.05

Balance Sheet

1st Keyworth Scouts As at 31 January 2023

	31 JAN 2023	31 JAN 2022
Current Assets		
Cash at bank and in hand		
CAF Current Account	60,059.21	43,490.12
Cash	611.15	100.00
Nat West Current Account CLOSED	-	7,636.28
Nat West Subs Account CLOSED	-	16,563.53
Total Cash at bank and in hand	60,670.36	67,789.93
Total Current Assets	60,670.36	67,789.93
Net Current Assets (Liabilities)	60,670.36	67,789.93
Total Assets less Current Liabilities	60,670.36	67,789.93
Net Assets	60,670.36	67,789.93
Capital and Reserves		
Current Year Earnings	(7,119.57)	18,597.05
Retained Earnings	67,789.93	49,192.88
Total Capital and Reserves	60,670.36	67,789.93

Template for the scrutineer's report to the trustees

Scrutineer's Report to the Trustees of the 1st Keyworth Scout Group

I report on the accounts of the Group/District for the year ended31 January
2023.....

Respective responsibilities of Trustees and Scrutineer

As the Group's/District's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

Basis of Scrutineer's Statement

In accordance with the directions given in the Group's/District's constitution, I have scrutinised the records and the accounts set out on pages1..... to3.....

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Name:NIGEL BROOKBANKS.....
Address:17 LILAC CLOSE.....
.....KEYWORTH.....
.....NOTTINGHAM.....
.....NG12 5DN.....
Date:4th May 2023.....