

Trustees' Annual Report

For the period

From (start date)

0 1 0 4 2 2

to end date

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Section A

Reference and administration details

Charity name

1st Huntspill and Highbridge Scout Group

Other names the charity is known by

Registered charity number (if any)

1 0 3 3 9 4 2

HQ registration number

1 0 0 4 6 6 2 8

Charity's principal address

The Scout Hut

Coronation Road

Highbridge, Somerset

Postcode

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Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Christine Tiley	Chair	
2			
3	Anita Williams	Treasurer	
4			
5	Sue Hunter		
6	Ian Tiley		
7	Ian Murley		
8	Claudette Murley		
9			
10			
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14			
15			

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

(These will be published in the annual report of the charity)

Type of advisor	Name	Address

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Section B	Structure, governance and management
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Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

The Group's governing documents are those of the 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 the charity is constituted

(e.g. trust, association, company)

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

Trustee selection methods

(e.g. appointed by, elected by)

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

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

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

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

Policies and procedures adopted for:

a) the induction and training of trustees;
b) trustee' consideration of major risks and the systems and procedures to manage them

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

The maintenance of Group property;

The raising of funds and the administration of Group finance;

The insurance of persons, property and equipment;
Group public occasions;

Assisting in the recruitment of leaders and other adult support;

Appointing any sub committees that may be required;

Appointing Group Administrators and Advisors other than those who are elected.

Section B	Structure, governance and management (continued)
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Risk and Internal Control.

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

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

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

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

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

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

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

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>The Purpose of Scouting Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p>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 co-operate with others and make friends.</p> <p>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.</p>
Summary of the main activities in relation to these objects	<p>As a Group we enjoy camping and have replenished and updated items of our camping equipment. We marked the passing of our Patron, Queen Elizabeth II; attended Church Parade on Remembrance Sunday and met en-masse to renew our Promise on St. Georges Day.</p>
Additional details of the objectives and activities (optional information but encouraged as best practice)	
<p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • contribution made by volunteers; • policy on investments. 	<p>1st Huntspill and Highbridge Scout Group is run entirely by volunteers, without whom, we would cease to exist. Their hard work and dedication is remarkable. The Trustees would like to take this opportunity to thank them all. Without them we would have no future.</p>
Public benefit statement	<p>The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the</p>

advancement of citizenship or community development headings.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

We have opened up a Squirrel Drey, which is very successful. The Squirrels leader is very enthusiastic and her hard work has been rewarded with a full membership accompanied by a long waiting list!

Section E

Financial Review

Brief statement of the charity's policy on reserves

Reserves Policy

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The Group Executive Committee considers that the group should hold a sum equivalent to 12 months running costs, circa £8,000.00 .

The Group held reserves of approximately £8,000.00 against this at year end.

Quantify and explain any designations

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

Further financial review details (optional information)

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

• the charity's principal sources of funds
(including any fundraising);

• how expenditure has supported the key
objectives of the charity;

• investment policy and objectives;

Investment Policy.

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

Section F

Other Optional Information

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

Having refurbished our two toilets last year our current projects of works are mostly on-going maintenance, painting etc.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

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Position (eg Secretary, Chair)

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Date

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1st Huntspill and Highbridge Scout Group
Sections Receipts and Payments Account From 01/04/22 to 31/03/23

Sections :-

	Scouts	Beavers
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Receipts and payments

	Unrestricted funds £	Unrestricted funds £
Receipts		
Donations, legacies and similar income		
Membership subscriptions	1,240	1,286
Less: Membership subscriptions paid on (National/County/Area/District)		
Net membership subscriptions retained	1,240	1,286
Uniform sales	76	
Donation	25	
Camps / Trips	1,178	632
Programme		556
Sub total	2,519	2,473
Grants		
Maintenence grant		
Covid 19 Grant from Group		
Sub total		2,473
Fundraising (gross)		
Deatil 1	55	
Detail 2		
Detail 3		
Other fundraising activities		
Sub total	55	
Investment income		
Bank interest		
Building Society interest		
The Scout Association Short Term Investment Service		
Property Rent income		
Other investment income		
Sub total	2,573	2,473
Total Gross Income	2,573	2,473
Asset and investment sales, etc.		
Total receipts	2,573	2,473

1st Huntspill and Highbridge Scout Group
Sections Receipts and Payments Account From 01/04/22 to 31/03/23

Sections :-

	Scouts	Beavers
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Receipts and payments

Payments

	Unrestricted funds £	Unrestricted funds £
Charitable Payments		
Youth programme and activities	1,745	1,581
Adult support and training		
Rent to Group		149
Census to Group		
Equipment	246	
Zoom Subscriptions monthly		
OSM		17
Utilities	9	136
Camp costs		25
Uniforms		264
AGM and trustee expenses		
Admin	20	
Other costs detail 2		
Other costs detail 3		
Sub total	2,020	2,171
Fundraising expenses		
Detail 1		
Detail 2		
Detail 3		
Other fundraising costs		
Sub total	2,020	2,171
Total Gross Expenditure	2,020	2,171
Asset and investment purchases, etc.		
Total payments	2,020	2,171
Net of receipts/(payments)	553	302
Cash funds last year end	2,355	559
Cash funds this year end	2,908	861

1st Huntspill and Highbridge Scout Group

Sections Receipts and Payments Account From 01/04/22 to 31/03/23

Sections :-

Cubs

Squirrels

Receipts and payments

Receipts

Unrestricted funds

£

Unrestricted funds

£

Donations, legacies and similar income		
Membership subscriptions	2,332	1,505
Less:Membership subscriptions paid on (National/County/Area/District)		
Net membership subscriptions retained	2,332	1,505
Camps	847	
Programme	1,419	12
Sub total	4,598	1,517
Grants		
Early Years Grant		1,000
Sub total		2,517
Fundraising (gross)		
Detail 1		
Detail 2		
Detail 3		
Other fundraising activities		
Sub total		
Investment income		
Bank interest	2	
Building Society interest		
The Scout Association Short Term Investment Service		
Property Rent income		
Other investment income		
Sub total		

Total Gross Income

4,598

2,517

Asset and investment sales, etc.

Total receipts

4,598

2,517

1st Huntspill and Highbridge Scout Group

Sections Receipts and Payments Account From 01/04/22 to 31/03/23

Sections :-

Cubs

Squirrels

Receipts and payments

Payments

Unrestricted funds
£

Unrestricted funds
£

Charitable Payments		
Youth programme and activities	1,260	475
Adult support and training		
Rent to Group	576	
Census to Group		
Equipment		47
New Section Start up equipment, flags, badges etc.		458
Paper rolls		19
Printing and photocopying		
Camp costs	661	
Uniforms	200	8
OSM	10	
Census savings to Savings account	1,270	
Other costs detail 2		
Other costs detail 3		
Sub total	3,977	1,008
Fundraising expenses		
Detail 1		
Detail 2		
Detail 3		
Other fundraising costs		
Sub total		
Total Gross Expenditure	3,977	1,008
Asset and investment purchases, etc.		
Total payments	3,977	1,008
Net of receipts/(payments)	621	1,509
Cash funds last year end	573	-
Cash funds this year end	1,194	1,509

1st Huntspill and Highbridge Scout Group Receipts and Payments Account

For the year from	4/1/2022	To
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Receipts and payments

Unrestricted funds

£

Receipts

Donations, legacies and similar income	
Contributions from Sections : running the hut/census etc.	965
	965
Donations	200
Transferred From Savings Account	16,032
Other similar income - Gas/Electricity refunds	
Sub total	17,196
Grants	
Maintenance grant	
SDC Covid19 Grants	
Sub total	-
Fundraising (gross)	

Tombolas/Quizzes.	655
Xmas Post	699
Carnival	405
Sub total	1,759
Investment income	
Bank interest	2
Building Society interest	
The Scout Association Short Term Investment Service	-
Property Rent income	-
Other investment income	-
Sub total	2

Total Gross Income

18,957

Asset and investment sales, etc.

-

Total receipts

18,957

1st Huntspill and Highbridge Scout Group Receipts and Payments Account

For the year from	1-Apr-22	To
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Receipts and payments

Unrestricted funds

£

Payments

Charitable Payments	
Youth programme and activities	1,379
Adult support and training	-
Rent	405
Water and Sewerage	109
Electricity and Gas	1,052
Insurance	916
Repairs and Renewals	607
Materials and equipment	-
Census	216
Contribution to camp costs	-
Uniforms	241
AGM and trustee expenses	-
Monies Held for Kenya 2023 paid out	198
Other costs detail 2	-
HSBC Bank Charges	65
Sub total	5,188
Fundraising expenses	
Detail 1	-

Detail 2	-
Detail 3	-
Other fundraising costs	-
Sub total	-

5,188

Total Gross Expenditure

Asset and investment purchases, etc.

-

Total payments

5,188

Net of receipts/(payments)

13,769

Cash funds last year end

6,017

Cash funds this year end

19,787

Statement of assets and liabilities at the end of the year

1-Apr-22

Unrestricted funds

£

Cash funds	
Bank current account	19,785
Bank deposit account	
Building society account	-
The Scout Association Short Term Investment Service	-
Cash/Floats	-

Total cash funds**19,785****Other monetary assets**

Tax claim

-

Debts due from the
County/Area/District/Group

-

Insurance claim

-

Sub total

-

Investment assets

Investment property - detail

-

Quoted investments

-

Other investments - detail

-

Sub total

-

**Non monetary assets for
charity's own use**

Badge stock

-

Shop stock

-

Other stock

-

Land and buildings

130,000

Motor vehicles

-

Scouting equipment, furniture etc

-

Other	-
Sub total	130,000
Liabilities	
Accounts not yet paid	-
Expenses incurred but not invoiced	-
Subscriptions not yet paid	-
Loan - detail	-
Other liabilities	-
Sub total	-

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities the Trustees on 1 st / 10 / 2023 (the date of the Executive Committee meeting accounts) and signed on their behalf by

Signature

Print Name

C Tiley
A Williams

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3/31/2023

Restricted funds

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31-Mar-23

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Unrestricted funds

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3/31/2023
Unrestricted funds

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were approved by
that approved the

Chair
Treasurer

Scouts Group 2022 - 2023

INCOME FOR 2022 / 2023		OUT GOINGS 2022/ 2023	
Carry Forword Bank	6,017.35	expenditure	5188.06
Cash in Hand			
Income	18,955.43	Bank	19784.72
		Cash in Hand	0.00
<hr/>		<hr/>	
Total	24,972.78	Total	24,972.78
Bank Balance	1,987.84	Audited By	R. BROWN
Cash in Hand	0.00		R. Brown
<hr/>		Date	21.6.23.
Total Carry Forword to 2022 / 2023	1,987.84		

INCOME FOR 2022-2023

OUT GOINGS 2022 - 2023

Total

Total

Cash in Hand
Bank

51.00
860.18

Total

911.18

Total Carry Forward
to 2020 / 2021

911.18

Audited By R. Brown

Date _____

27.6.23

Squirrels 2022 - 2023

INCOME FOR 2022 / 2023		OUT GOINGS 2022/ 2023	
Carry Forward Bank	0.00	expenditure	1007.74
Cash in Hand	0.00		
Income	2,517.00	Bank	1509.26
		Cash in Hand	0.00
	2,517.00		
Total		Total	2,517.00
Bank Balance	1,509.26	Audited By R. Brown	
Cash in Hand	0.00		
Total Carry Forward to 2022 / 2023	1,509.26	Date <i>R. Brown</i>	<i>25.6.23</i>

priority

Cubs 2022 - 2023

INCOME FOR 2022 / 2023

Carry Forward 573.33
Income 4,597.58

Total 5,170.91

Cash in Hand 0.00

Bank 1,194.06
Total 1,194.06

**Total Carry Forward
to 2020 / 2021 1,194.06**

OUT GOINGS 2022 / 2023

Expenditure 3976.85

Bank 1194.06

Total 5,170.91

Audited By R. Brown

R. Brown

Date 10.7.23.