

1ST NORWICH SEA SCOUTS

England & Wales - Charity number 1034608

Details

Status Registered

Legal form Other

Registered 1994-03-08

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

Contact

Address 51 Bracondale
Norwich
NR1 2AT

Phone 07766221180

Email algray65@virginmedia.com

Website www.1stnorwichseascouts.co.uk

Activities

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: Scouting - including organised camps, activity based camps for children in the age range 6 to 15.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services
- **What:** Education/training, Amateur Sport, Environment/conservation/heritage
- **Who:** Children/young People, The General Public/mankind

Geography

- Norfolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£37,589	£28,550	-	-
2024-03-31	£36,476	£34,470	-	-
2023-03-31	£55,410	£38,628	-	-
2022-03-31	£20,017	£23,276	-	-
2021-03-31	£40,512	£23,229	-	-

Trustees

Name	Role	Appointed
simon jessup	Chair	2025-09-29
Alan Gray		2024-09-30
Alex Kieran White		2022-09-01
Alison Elizabeth Buck		2022-09-01
Charles Percy Stannard BARTRAM		2017-05-23
Charlotte Hill		2022-09-01
JULIAN GREENFIELD		
Katherine Jane Adcock		2023-02-01
Mark Elvin		2022-09-01
Neil Grogutt		2022-09-01
PAUL WHITE		2003-07-05
Phillipa Penny		2022-09-01
sara louise cordy		2022-09-01

1ST NORWICH SEA SCOUTS

England & Wales - Charity number 1034608

Accounts

Trustees' Annual Report for the Year Ended 31 March 2025

First Norwich Sea Scout Group

Charity number 1034608
Principle Office 13 Old Lakenham Hall Drive
Norwich
Norfolk
NR1 2NW

Trustees and date of appointment/resignation if not acted for the whole year:

Name	Office	
Simon Jessop	Chairperson	Appointed 17/09/2025
Alan Gray	Group Treasurer	
Charlotte Hill	Secretary	
Julian Greenfield	Group Scout Leader	
Charles Bartram	Asst. Group Scout Leader	
Neil Grogutt	Scout Leader	
Alex White	Asst Scout Leader	
Alison Buck	Asst Scout Leader	
Mark Elvin	Asst Scout Leader	
Katherine Adcock	Asst Scout Leader	
Sara Cordy	Beaver Leader	
Phillipa Penny	Committee Member	
Paul White	Committee Member	
Alan Adcock	Committee Member	

Structure, Governance and Management

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

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

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

Objectives and Activities

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.

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.

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.

Trustees' Annual Report for the Year Ended 31 March 2025 (continued)

Achievements and Performance

The Group remains strong with high numbers in all 3 Sections throughout the year, as well as waiting lists.

A large number of activities were undertaken during the year including a Bewilderwood trip, Cubs camp, paddleboarding, skating and Christmas Party.

The Camps for the Scouts included Easter, Water Activities, Decoy Broad, Hill Walking and the Summer Camp.

In July The Great Norwich Duck Race was part of the Lord Mayor's Weekend, and was a great success. In addition to raising funds for the Group this event provides monies for other Groups, who sell tickets, as well enabling the Group to make charitable donations to East Anglia's Children's Hospices and the Lord Mayor's charity.

The Group uses some of the funds raised during the year, including rental income for the use of the hall, to ensure that the charges made for the Camps and events remain affordable for all.

Financial Review

Total receipts of Unrestricted Funds were £37,589 (2024 £36,476), consisting mainly of Member Subscriptions, Camps, Fundraising and Hall Hire. The increase was mainly due to Duck Race receipts, donations and interest received partially offset by the expected decrease in Camp receipts (2024 Germany Summer Camp). There were no Restricted Fund receipts in the year (2024 £0).

Unrestricted Fund expenditure totalled £28,550 (2024 £34,430) including Capitation Fees, Premises costs, Camps and Fund raising. In addition, the Group donated £1,000 to East Anglia's Children's Hospices and £200 to The Lord Mayor's Charity. The decrease in expenditure was mainly due to the cost of Camps and Trips (the vast majority being the Germany Summer Camp in 2024) partially offset by the cost of repairs to the Stores. Restricted expenditure in the period was £0 (2024 £40).

No final costs in respect of the Germany Summer Camp were received from the hosts in the year.

The net result for the year was an excess of receipts over expenses of £9,039 (2024 £2,006). The main reason of the increase is the cost to the Group of the Germany Summer Camp in 2024 and this was expected. Bank and cash balances at the end of the year were £104,871 (2024 £95,832).

The Trustees have decided to show fixed assets (other than property) at cost rather than net of depreciation as this better aligns to the preparation of the financial statements on a cash basis. An asset register is maintained and the useful lives and replacement cost of assets are reviewed regularly. As such previously charged depreciation has been written back as a prior year adjustment.

The reserves of the charity are identified as restricted or unrestricted at the year end. The designated reserves consist of money received for specific costs not yet incurred and the unrestricted reserve is available for all other expenditure.

Reserves Policy

The Group's Reserves Policy includes a table of current potential costs (including capital expenditure) that are in addition to regular on-going costs. The Trustee Board reviews the policy, current list of reserves, on-going monthly expenditure and Bank and Cash Balances held, to ensure that the unrestricted monies are sufficient for the successful continuation of the Group.

Approved by the trustees and signed on their behalf

Signed:



Julian Greenfield

Independent examiner's report to the trustees of First Norwich Sea Scouts

I report to the trustees on my examination of the accounts of the First Norwich Sea Scouts for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity trustees of the First Norwich Sea Scouts 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 First Norwich Sea Scouts accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

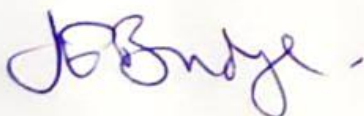
Independent examiner's statement

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

1. accounting records were not kept in respect of the First Norwich Sea Scouts as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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

Signed:



Jane Budge
11 Kedleston Drive
Norwich
NR4 6XN

Financial Statements for the year ended 31 March 2025

	Notes	Restricted Funds £	Unrestricted Funds £	Total Funds £	Total Funds £
		2025	2025	2025	2024
RECEIPTS					
Incoming Resources					
Membership subscriptions			6,827	6,827	7,437
Donations and gifts			1,530	1,530	315
INTEREST RECEIVED					
			763	783	0
Activities					
Camps & Trips			5,248	5,248	7,634
Section Income			0	0	698
Fundraising					
Duck Race			11,846	11,846	9,885
Chilli and Quiz			495	495	0
Sundry Receipts					
Rent of Hut			9,792	9,792	9,447
Solar Panels			734	734	670
Uniform Sales			115	115	140
Christmas Meal			240	240	251
TOTAL RECEIPTS		0	37,589	37,589	36,476
PAYMENTS					
Premises costs (exc. insurance)			2,873	2,873	2,792
Insurance			2,957	2,957	2,998
Camping trips			9,733	9,733	17,036
World Scout Jamboree	2	0	0	0	40
Fund Raising Expenses					
Duck Race			1,609	1,609	1,650
Chilli and Quiz			155	155	0
Donations			1,200	1,200	1,215
Other Fund Raising			0	0	69
Sundry Expenses					
Purchase of New Equipment			1,248	1,248	489
Purchase of Uniforms (Inc. Badges)			507	507	1,050
Repairs to Stores			1,484	1,484	0
General Maintenance			1,203	1,203	1,882
Membership Fees			4,674	4,674	4,388
Section Spend			240	240	323
Christmas Meal			285	285	481
Finance Charges			207	207	0
Other Expenses			175	175	71
TOTAL PAYMENTS		0	28,550	28,550	34,470
TOTAL MOVEMENT OF FUNDS		0	9,039	9,039	2,006

Statement of Assets and Liabilities - Year Ended 31 March 2025

FUNDS RECONCILIATION

	Restricted Funds	Unrestricted Funds	Total 2025	Total 2024
	£	£	£	£
Cash at Bank and in Hand - 31 March 2024	2,637	93,195	95,831.82	93,826
Surplus/(deficit) for the year	0	9,039	9,039	2,006
Cash at Bank and in Hand - 31 March 2025	2,637	102,234	104,871	95,832

CASH AT BANK AND IN HAND

Main Group Account		12,259	15,264
Savings Accounts		86,479	63,716
Camp Accounts		3,463	8,989
Duck Race Account		2,669	7,861
Beavers Cash Account		1	1
Total Bank and Cash Accounts		104,871	95,832

OTHER ASSETS - Estimated values (Unrestricted Funds)

HQ & Stores	1,250,000	1,250,000
Furniture & Fittings	18,500	18,500
Camping & Other Scouting Equipment	18,000	18,000
Trailers	4,000	4,000
Kitchen Equipment	3,000	3,000
	1,293,500	1,293,500

The attached notes form part of these financial statements.



Approved by the trustees on 17 September 2025 and signed on their behalf by Alan Gray (Treasurer)

Notes forming part of the Financial Statements

1 Accounting policies

(a) Basis of preparation

The financial statements have been prepared under the historical cost convention and have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in October 2005 and applicable accounting standards.

(b) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the Group and which have not been designated for other purposes.

Investment income and gains are allocated to the appropriate fund.

Restricted Funds are from the grants and donations received for the specific purpose of providing funds for running the new Lakenham Section and the monies raised from Grants for sending scouts to the World Scout Jamboree in Korea in July 2023.

(c) Incoming resources

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the charity where this can be quantified, and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

(d) Resources expended

All expenditure is accounted for on a cash basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters.

(e) Tangible fixed assets

The HQ and Stores are included in the accounts on a replacement basis

Items of Equipment are capitalised, including any incidental expenses of acquisition, and included at cost.

2 Restricted Funds

There is a Restricted Fund in respect of monies received as a grant from the Scout Association to assist in the setting up of a new section of the Group. Although this section is no longer active, the monies may now be either:

- i) Returned to District
- ii) Used for training

The other Restricted Fund is for the Scouts attending the World Scout Jamboree.

3 Trustees' remuneration

The trustees neither received nor waived any emoluments or expenses during the year.

1ST NORWICH SEA SCOUTS

England & Wales - Charity number 1034608

Accounts

Trustees' Annual Report for the Year Ended 31 March 2024

First Norwich Sea Scout Group

Charity number 1034608

Principle Office 13 Old Lakenham Hall Drive
Norwich
Norfolk
NR1 2NW

Trustees and date of appointment/resignation if not acted for the whole year:

Name	Office	
Phillipa Penny	Chairperson	
Alan Gray	Group Treasurer	Appointed 25/09/2025
Charlotte Hill	Secretary	
Julian Greenfield	Group Scout Leader	
Charles Bartram	Asst. Group Scout Leader	
Neil Grogutt	Scout Leader	
Alex White	Asst Scout Leader	
Alison Buck	Asst Scout Leader	
Mark Elvin	Asst Scout Leader	
Katherine Adcock	Asst Scout Leader	
Sara Cordy	Beaver Leader	
Paul White	Committee Member	
Alan Adcock	Committee Member	

Structure, Governance and Management

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

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

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

Objectives and Activities

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.

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.

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.

Trustees' Annual Report for the Year Ended 31 March 2024 (continued)

Achievements and Performance

The Group remains strong with high numbers in all 3 Sections throughout the year, as well as waiting lists.

A large number of activities were undertaken during the year including a cinema trip (Beavers), Halloween Party (Beavers), Tubing (Cubs), Christmas Party (Cubs), Paper Challenge night (Scouts) and cooking pancakes (Scouts).

The Camps for the Scouts included Easter, Water Activities, Decoy Broad and Hill Walking. In addition, there was a very enjoyable Summer Camp to Germany. By having the opportunity to travel to camps abroad, the Scouts can meet and learn with other young people from around the world - giving them the firsthand experiences to deal with any prejudices that they may encounter.

In July The Great Norwich Duck Race was part of the Lord Mayor's Weekend, and was a great success. In addition to raising funds for the Group this event provides monies for other Groups, who sell tickets, as well enabling the Group to make charitable donations to East Anglia's Children's Hospices and the Lord Mayor's charity.

The Group uses some of the funds raised during the year to ensure that the charges made for the Camps and events remain affordable for all.

Financial Review

Total receipts of Unrestricted Funds were £36,476 (2023 £41,996), consisting mainly of Member Subscriptions, Camps, Fundraising and Hall Hire. The fall was mainly due to 2023 including receipts for the Germany Summer Camp. There were no Restricted Fund receipts in the year (2023 £13,914 in respect of WSJ).

Unrestricted Fund expenditure totalled £34,430 (2023 £24,355) including Capitation Fees, Premises costs, Camps and Fund raising. In addition, the Group donated £1,000 to East Anglia's Children's Hospices and £200 to The Lord Mayor's Charity. The increase in expenditure was mainly due to the cost of Camps and Trips (the vast majority being the Germany Summer Camp) and Premises costs (including insurance), partially offset by a decrease in Fund Raising expenses. Restricted expenditure in the period was £40 (2023 £14,773) relating to the WSJ.

The Group is still awaiting details of any final costs in respect of the Germany Summer Camp that may be due to the hosts. If there are any further expenses these will be included on a payment basis.

The net result for the year was an excess of receipts over expenses of £2,006 (2023 £13,988). The main reason of the decrease is the Germany Summer Camp (costs higher and the timings of receipts and payments) and this was expected. Bank and cash balances at the end of the year were £95,832 (2023 £93,826).

The Trustees have decided to show fixed assets (other than property) at cost rather than net of depreciation as this better aligns to the preparation of the financial statements on a cash basis. An asset register is maintained and the useful lives and replacement cost of assets are reviewed regularly. As such previously charged depreciation has been written back as a prior year adjustment.

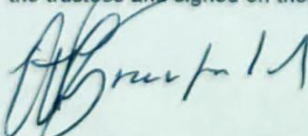
The reserves of the charity are identified as restricted or unrestricted at the year end. The designated reserves consist of money received for specific costs not yet incurred and the unrestricted reserve is available for all other expenditure.

Reserves Policy

The Group's Reserves Policy includes a table of current potential costs (including capital expenditure) that are in addition to regular on-going costs. The Trustee Board reviews the policy, current list of reserves, on-going monthly expenditure and Bank and Cash Balances held, to ensure that the unrestricted monies are sufficient for the successful continuation of the Group.

Approved by the trustees and signed on their behalf

Signed:



Julian Greenfield

22/01/2025

Independent examiner's report to the trustees of First Norwich Sea Scouts

I report to the trustees on my examination of the accounts of the First Norwich Sea Scouts for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity trustees of the First Norwich Sea Scouts 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 First Norwich Sea Scouts accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the First Norwich Sea Scouts as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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

Signed:



Jane Budge
11 Kedleston Drive
Norwich
NR4 6XN

Financial Statements for the year ended 31 March 2024

	Notes	Restricted Funds £	Unrestricted Funds £	Total Funds £	Total Funds £
		2024	2024	2024	2023
RECEIPTS					
Incoming Resources					
Membership subscriptions			7,437	7,437	6,439
Donations and gifts			315	315	413
Activities					
Camps & Trips			7,634	7,634	12,362
World Scout Jamboree	2	0	0	0	13,914
Section Income			698	698	-
Fundraising					
Duck Race			9,885	9,885	9,428
Sponsored Cycle Ride			0	0	1,046
Chilli and Quiz			0	0	340
Other Fund Raising			0	0	389
Sundry Receipts					
Rent of Hut			9,447	9,447	9,739
Solar Panels			670	670	758
Uniform Sales			140	140	23
Christmas Meal			251	251	230
Other			0	0	829
TOTAL RECEIPTS		0	36,476	36,476	55,910
PAYMENTS					
Premises costs (exc. insurance)			2,792	2,792	1,579
Insurance			2,998	2,998	2,212
Camping trips			17,036	17,036	8,453
World Scout Jamboree	2	40	0	40	14,773
Fund Raising Expenses					
Duck Race			1,659	1,659	1,745
Chilli and Quiz			0	0	327
Donations			1,215	1,215	1,100
Other Fund Raising			69	69	187
Sundry Expenses					
Purchase of New Equipment			486	486	553
Purchase of Uniforms (Inc. Badges)			1,050	1,050	559
General Maintenance			1,882	1,882	2,006
Membership Fees			4,368	4,368	4,187
Section Spend			323	323	375
115 th Anniversary Celebration			0	0	271
Christmas Meal			481	481	299
Other Expenses			71	71	502
TOTAL PAYMENTS		40	34,430	34,470	39,128
TOTAL MOVEMENT OF FUNDS		(40)	2,046	2,006	16,782

Statement of Assets and Liabilities - Year Ended 31 March 2024

FUNDS RECONCILIATION	Restricted Funds	Unrestricted Funds	Total 2024	Total 2023
	£	£	£	£
Cash at Bank and in Hand - 31 March 2023	2,677	91,149	93,826	77,044
Surplus/(deficit) for the year	(40)	2,046	2,006	16,782
Cash at Bank and in Hand - 31 March 2024	2,637	93,195	95,832	93,826


CASH AT BANK AND IN HAND

Main Group Account	15,264	42,267
Savings Accounts	63,716	43,716
Camp Accounts	8,989	6,536
Duck Race Account	7,861	1,273
Beavers Cash Account	1	34
Total Bank and Cash Accounts	95,832	93,826

OTHER ASSETS - Estimated values (Unrestricted Funds)

HQ & Stores	1,250,000	1,250,000
Furniture & Fittings	18,500	18,500
Camping & Other Scouting Equipment	18,000	18,000
Trailers	4,000	4,000
Kitchen Equipment	3,000	3,000
	1,293,500	1,293,500

The attached notes form part of these financial statements.



Approved by the trustees on 21/01/2025 and signed on their behalf by Alan Gray (Treasurer)

Notes forming part of the Financial Statements

1 Accounting policies

(a) Basis of preparation

The financial statements have been prepared under the historical cost convention and have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in October 2005 and applicable accounting standards.

(b) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the Group and which have not been designated for other purposes.

Investment income and gains are allocated to the appropriate fund.

Restricted Funds are from the grants and donations received for the specific purpose of providing funds for running the new Lakenham Section and the monies raised from Grants for sending scouts to the World Scout Jamboree in Korea in July 2023.

(c) Incoming resources

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the charity where this can be quantified, and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

(d) Resources expended

All expenditure is accounted for on a cash basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters.

(e) Tangible fixed assets

The HQ and Stores are included in the accounts on a replacement basis

Items of Equipment are capitalised, including any incidental expenses of acquisition, and included at cost.

2 Restricted Funds

There is a Restricted Fund in respect of monies received as a grant from the Scout Association to assist in the setting up of a new section of the Group. Although this section is no longer active, the monies may now be either:

- i) Returned to District
- ii) Used for training

The other Restricted Fund is for the Scouts attending the World Scout Jamboree in July 2023.

3 Trustees' remuneration

The trustees neither received nor waived any emoluments or expenses during the year.

1ST NORWICH SEA SCOUTS

England & Wales - Charity number 1034608

Accounts

Trustees' Annual Report for the Year Ended 31 March 2023

First Norwich Sea Scout Group

Charity number **1034608**

Principle Office **13 Old Lakenham Hall Drive**
 Norwich
 Norfolk
 NR1 2NW

Trustees and date of appointment/resignation if not acted for the whole year:

Name	Office	
Phillipa Penny	Chairperson	Appointed September 2022
Paul White	Group Treasurer	
Charlotte Hill	Secretary	Appointed September 2022
Julian Greenfield	Group Scout Leader	
Charles Bartram	Asst. Group Scout Leader	
Neil Grogutt	Scout Leader	Appointed September 2022
Alex White	Asst Scout Leader	Appointed September 2022
Alison Buck	Asst Scout Leader	Appointed September 2022
Mark Elvin	Asst Scout Leader	Appointed September 2022
Katherine Adcock	Asst Scout Leader	
Sara Cordy	Beaver Leader	Appointed September 2022
Alan Adcock	Committee Member	Appointed September 2022

Structure, Governance and Management

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- 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.

Trustees' Annual Report for the Year Ended 31 March 2023 (continued)

Achievements and Performance

The Group had a number of successful camps and activities during the year and in addition supported 5 members to be able to attend the World Scout Jamboree (WSJ) in Korea in July 2023.

Numbers in all 3 sections remained at very good levels throughout the period.

The Great Norwich Duck Race was held for the first time in three years. This generated a profit of approximately £4,000 for The Group.

The hiring out of the HQ hall has returned close to the pre-Covid levels.

The Group held a successful Chili and Quiz that generated a profit in the region of £300.

Financial Review

Total receipts on unrestricted funds were £41,996, consisting mainly of Member Subscriptions, Camps, Fundraising and Hall Hire. Restricted receipts of £13,414 were received in respect of the WSJ.

Unrestricted fund expenditure totalled £24,355 including Capitation Fees, premises costs, camps and fund raising. In addition, the Group donated £1,000 to the RNLI and £100 to Broadbeat Choir. Restricted expenditure in the period was £14,273 relating to the WSJ.

The net result for the year was an excess of receipts over expenses of £13,988. Bank and cash balances at the end of the year were £93,826.

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should there be a material fall in income and/or fundraising activities, as well as to cover major future foreseeable capital expenditure.

The reserves of the charity are identified as restricted or unrestricted at the year end. The designated reserves consist of money received for specific management and administrative costs not yet incurred and the unrestricted reserve is available for all other expenditure.

At the year end the reserves were as follows:

	2023	2022
	£	£
General Funds	89,354	74,507
Restricted Funds	2,677	3,536
Total Funds	<u>92,031</u>	<u>78,043</u>

Reserves Policy

This document sets out the reserves held by the 1st Norwich Sea Scouts. These reserves are in addition to the account balances required for the "ongoing expenditure" of the group. The monies held are a "notional allocation" of the surplus funds. They are not aimed as being "fixed allocation", so monies may be moved from one fund to another as required – with agreement made at an Exec. Committee Meeting.

Income during the year will be determined from the performance of the overall group, and surplus monies may then be allocated to the appropriate reserves. Generally the funds will be reviewed twice during the year.

If, in the event of "exceptional expenses", then monies may be transferred from the Reserves below to the main group account to cover these expenses.

Reserves are based on the account balances from the Co-operative Savings account and the main Nat West Group Account, less £3.5k for Capitation, £2.5k for Lakenham Section and £20k for "working balance"

Reserves @ 1 April 2022	£51,000
Reserves @ 31 Mar 2023	£60,000

Approved by the trustees on 20/01/2024 and signed on their behalf by Paul White (Group Treasurer)

Independent examiner's report to the trustees of First Norwich Sea Scouts

I report to the trustees on my examination of the accounts of the First Norwich Sea Scouts for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity trustees of the First Norwich Sea Scouts 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 First Norwich Sea Scouts accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the First Norwich Sea Scouts as required by section 130 of the Act;
- or
2. the accounts do not accord with those records.

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

Signed:

Alan Gray
51 Bracondale, Norwich
22 January 2024

Financial Statements for the year ended 31 March 2023

	Notes	Restricted Funds £	General Funds £	Total Funds £	Total Funds £
		2023	2023	2023	2022
RECEIPTS					
Incoming Resources					
Membership subscriptions			6,439	6,439	4,560
Donations and gifts			413	413	50
Government and Local Grants			-	-	9,000
Building Society Interest					
			-	-	14
Activities					
Camps & Trips			12,362	12,362	742
World Scout Jamboree	2	13,414		13,914	1,000
Fundraising					
Duck Race			9,428	9,428	-
Sponsored Cycle Ride			1,046	1,046	-
Chilli and Quiz			340	340	428
Other Fund Raising			389	389	-
Sundry Receipts					
Rent of Hut			9,739	9,739	2,514
Solar Panels			758	758	781
Uniform Sales			23	23	-
Christmas Meal			230	230	250
Other			829	829	678
TOTAL RECEIPTS		13,414	41,996	55,410	20,017
PAYMENTS					
Premises costs (exc. insurance)			1,579	1,579	1,401
Insurance			2,212	2,212	2,006
Camping trips			8,453	8,453	2,000
World Scout Jamboree	2	14,773	-	14,773	-
Fund Raising Expenses					
Duck Race			1,745	1,745	-
Chilli and Quiz			327	327	-
Donations			1,100	1,100	-
Other Fund Raising			187	187	-
Sundry Expenses					
Purchase of New Equipment			553	553	423
Purchase of Uniforms (inc Badges)			559	559	679
Repairs to Quay heading			-	-	7,022
General Maintenance			2,006	2,006	2,652
Membership Fees			4,187	4,187	3,315
Section Spend			375	375	259
115 th Anniversary Celebration			271	271	
Christmas Meal			299	299	250
Other Expenses			502	502	477
TOTAL PAYMENTS		14,273	24,355	38,628	20,484
EXCESS OF RECEIPTS OVER PAYMENTS		(859)	17,641	16,782	(467)
Depreciation Charge			2,794	2,794	2,794

TOTAL MOVEMENT OF FUNDS

(859)

14,847

13,988

(3,261)

Balance Sheet as at 31 March 2023

	Notes	2023 £	2022 £
FIXED ASSETS			
HQ and Stores	4	1,250,000	450,000
Equipment	4	35,119	37,913
CASH AT BANK AND IN HAND			
Main Group Account		42,267	36,795
Savings Account		43,716	37,336
Camp Account		6,536	2,297
Duck Race Account		1,273	461
Beavers Cash Account		34	131
Lakenham Section Cash Account		-	22
Total Bank and Cash Accounts		93,826	77,042
TOTAL ASSETS		1,378,945	564,955
FUNDS			
Unrestricted	5	89,354	74,507
Restricted	5	2,677	3,536
RESERVES			
Revaluation Reserve		1,286,914	486,912
TOTAL FUNDS AND RESERVES		1,378,945	564,955

The attached notes form part of these financial statements.

Approved by the trustees on DD/MM/YY and signed on their behalf by XXX (Position)

Notes forming part of the Financial Statements

1 Accounting policies

(a) Basis of preparation

The financial statements have been prepared under the historical cost convention and have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in October 2005 and applicable accounting standards.

(b) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the Group and which have not been designated for other purposes.

Investment income and gains are allocated to the appropriate fund.

Restricted Funds are from the grants and donations received for the specific purpose of providing funds for running the new Lakenham Section and the monies raised from Grants for sending scouts to the World Scout Jamboree in Korea in July 2023.

(c) Incoming resources

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the charity where this can be quantified, and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

(d) Resources expended

All expenditure is accounted for on a cash basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters.

(e) Tangible fixed assets and depreciation

The HQ and Stores are included in the accounts on a replacement basis

Tangible fixed assets costing more than £1,000 are capitalised including any incidental expenses of acquisition less depreciation.

Equipment is depreciated over its expected useful life to the Group, which ranges from 10 to 25 years, dependent upon the asset category.

2. Restricted Funds

There is a Restricted Fund in respect of monies received as a grant from the Scout Association to assist in the setting up of a new section of the Group. Although this section is no longer active, the monies may now be either:

- i) Returned to District
- ii) Used for training

The other Restricted Fund is for the Scouts attending the World Scout Jamboree in July 2023.

3. Trustees' remuneration

The trustees neither received nor waived any emoluments or expenses during the year.

Notes forming part of the Financial Statements (continued)

4. Tangible Fixed Assets

	HQ and Stores £	Equipment £	TOTAL £
FIXED ASSETS			
Cost/Valuation brought forward	450,000	43,500	493,500
Revaluation in year	800,000	-	800,000
Cost/Valuation carried forward	1,250,000	43,500	1,293,500
Depreciation brought forward	-	5,587	5,587
Charge for Year	-	2,794	2,794
Depreciation carried forward	-	8,381	8,381
Book Value 31 March 2023	1,250,000	35,119	1,285,119
Book Value 31 March 2022	450,000	37,913	487,913

From 2013, the new HQ is shown as replacement cost. This new building is owned by the Group. The HQ and Stores were revalued by Neal Lewis, partner at Lewis and Tyrell Architects in Quarter 2 of 2022.

5. Funds

	31 st March 2022 £	Surplus/(Deficit) for Year £	31 st March 2023 £
UNRESTRICTED FUNDS			
General	74,507	14,847	89,354
RESTRICTED FUNDS			
New Section	2,536	-	2,536
WSJ	1,000	(859)	141
Total Restricted Funds	3,536	(859)	2,677
TOTAL FUNDS	78,043	13,988	92,031

1ST NORWICH SEA SCOUTS

England & Wales - Charity number 1034608

Accounts

First Norwich Sea Scout Group

Report and Financial Statements

For the year to 31 March 2021

Charity no: 1034608

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First Norwich Sea Scout Group

Legal and administrative information

Trustees:

Paul Richard White	Group Treasurer	Appointed Jul 2003
Julian Greenfield	Group Scout Leader	Appointed Nov 2009
Charles Bartram	Asst. Group Scout Leader	Appointed May 2017
Adrian Belcher	Chairperson	Resigned May 2020
Jane Stafford	Asst. Group Scout Leader	Resigned June 2020

Principal Office:

13 Old Lakenham Hall Drive
Norwich
Norfolk
NR1 2NW

Bankers:

Natwest Bank plc, Norwich
Lloyds TSB plc, Norwich
Clydesdale Bank
Co-operative Bank

First Norwich Sea Scout Group

Report of the trustees for the year ended 31 March 2021

The trustees submit their annual report and the financial statements for the year ended 31 March 2020. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in October 2005 in preparing the annual report and financial statements of the charity.

The objects of the Group are to further the growth for scouting for the benefit of its members. The Group is a trust established under its rules which are common to all Groups/Districts of the Scout Association. Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

Review of activities and future developments

The Statement of Financial Activities for the year is set out on page 5 of the financial statements.

Reserves

The reserves of the charity are identified as restricted or unrestricted at the year end. The designated reserves consist of money received for specific management and administrative costs not yet incurred and the unrestricted reserve is available for all other expenditure.

Internal risks are minimised by the implementation of procedures for authorisation of all projects and to ensure consistent and quality delivery for all operational aspects of the charity. These procedures are periodically reviewed to ensure that they meet the needs of the charity. At the year end the reserves were as follows:

	2021	2020
	£	£
General Funds	72,179.92	59,302.20
Restricted Funds	2,535.62	3,385.62
Total Reserves	<u>74,715.54</u>	<u>62,687.82</u>

Achievements and Performance

The group was in lockdown for almost the entire year with only a small number of weeks when the group could meet face to face.

All camps were cancelled, along with all fund raising activities.

The group meetings were held over zoom for most weeks of the year.

Risk management

The charity monitors its risk on an ongoing basis and has ensured both policies and funding to mitigate those risks. The major risks identified are covered by the Group's insurance policy.

As part of the new HQ build, a twice yearly Fire Assessment is carried out. The HQ has passed all Fire Assessments.

Governance and internal control

Charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that year. In preparing those financial statements, the trustees have:

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that are reasonable and prudent;
- stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepared the financial statements on the 'going concern' basis.

The trustees have overall responsibility for ensuring that the charity has appropriate system of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities". They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The charity is made up of a Committee of Trustees who have full decision making responsibility.

This report was approved by the Trustees on

First Norwich Sea Scout Group

Independent Examiner's Report to the Trustees of the First Norwich Sea Scout Group

I report on the accounts of the Group for the year ended 31st March 2021 which are set out on pages 4 to 8.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 43(3)(a) of the 1993 Act);
- Follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act); and
- State whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 41 of the 1993 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 1993 Act

have been met.

Name.....

Address.....

.....

.....

.....

Date.....

First Norwich Sea Scout Group

Statement of Financial Activities (including summary income and expenditure account) for the year ended 31 March 2021 (excluding transfer between Funds)

<u>CHARITABLE INCOME</u>	Notes	Restricted Funds	General Funds	TOTAL FUNDS 2021	Total Funds 2020
Incoming Resources					
Donations and gifts	1		20.00	20.00	85.00
Membership subscriptions			492.11	492.11	6,404.10
Reclaim of Tax (Gift Aid)			-	-	1,557.84
Grant for Setting up New Section			-	-	4,000.00
Government and Local Grants	2		20,708.43	20,708.43	-
Investment Income					
Building Society Interest			26.84	26.84	34.67
Activities					
Camps & Trips			775.00	775.00	8,342.05
Fundraising					
Duck Race			-	-	10,857.67
Quiz and Chips			-	-	973.40
Sundry Receipts					
Rent of Hut			2,342.00	2,342.00	7,239.00
Solar Panels			659.74	659.74	695.59
Uniform Sales			-	-	60.00
Other			228.18	228.18	262.21
TOTAL INCOME		0.00	25,252.30	25,252.30	40,511.53
<u>CHARITABLE EXPENDITURE</u>					
Premises costs (exc Insurance)			2,904.86	2,904.86	3,895.95
Insurance			1,944.14	1,944.14	1,891.05
Camping trips			1,126.25	1,126.25	6,017.07
Fund Raising Expenses					
Duck Race			-	-	2,624.68
Chili and Quiz			-	-	244.78
Donations			-	-	1,000.00
Other Fund Raising			-	-	-
Sundry Expenses					
Purchase of New Equipment			118.90	118.90	1,189.28
Purchase of Uniforms (inc Badges)			137.18	137.18	1,289.20

... continued on next sheet

First Norwich Sea Scout Group

	Notes	Restricted Funds	General Funds	TOTAL 2021	Total 2020
<u>CHARITABLE EXPENDITURE</u>					
...continued					
Other Expenses					
Capitation Fees		850.00	2,350.00	3,200.00	3,330.00
Section Spend			481.73	481.73	840.96
Other Expenses			518.52	518.52	906.11
Depreciation Charge		-	2,793.00	2,793.00	-
TOTAL EXPENDITURE		850.00	12,374.58	13,224.58	23,229.08
Net Movement in Funds		(850.00)	12,877.72	12,027.72	17,282.45
Fund Balances B/F @ 1 April 2020		3,385.62	59,302.20	62,687.82	45,405.37
Fund balances C/F @ 31 Mar 2021		2,535.62	72,179.92	74,715.54	62,687.82

All of the above results are derived from continuing activities. All gains and losses recognised in the year are included above

First Norwich Sea Scout Group

Balance Sheet as at 31 March 2021

	Notes	2021 £	2020 £
Fixed assets			
Tangibles		450,000.00	450,000.00
Equipment (net of depreciation)		40,707.00	40,000.00
Current assets			
Cash at bank and in hand			
Main Group Account		36,593.66	20,865.50
Camp Account		3,115.11	4,091.36
Beaver Cash Account		73.45	31.48
Savings Account		37,242.62	30,715.78
Duck Race Account		461.45	6,961.45
Lakenham Section Cash Account		22.25	22.25
 Total of All Accounts		 77,508.54	 62,687.82
		_____	_____
 Total Net Assets		 568,215.54	 552,687.82
		_____	_____
Funds: Cash in Bank and in Hand			
Unrestricted Funds		74,972.92	59,302.20
Restricted Funds		2,535.62	3,385.62
Prior Year Adjustment		0.00	0.00
Funds: Fixed Assets			
HQ Building (exc. Depreciation)		450,000.00	450,000.00
Equipment (net of depreciation)		40,707.00	40,000.00
		_____	_____
Total Funds		568,215.54	552,687.82
		_____	_____

At 31 Mar 2015, the HQ was revalued to £450,000 to reflect the inclusion of "the Stores" (an outbuilding) and also to include additional items spent on the HQ since the original building was completed.

The financial statements on pages 4 to 8 were approved by the trustees on and signed on their behalf by:

.....Trustee

First Norwich Sea Scout Group

Notes forming part of the financial statements for the year ended 31 March 2021

1 Accounting policies

(a) Basis of preparation

The financial statements have been prepared under the historical cost convention and have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in October 2005 and applicable accounting standards.

(b) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Investment income and gains are allocated to the appropriate fund.

Restricted Funds are from the grants and donations received for the specific purpose of providing funds for running the new Lakenham Section.

(c) Incoming resources

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

(d) Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters.

(e) Tangible fixed assets and depreciation

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition.

The HQ is included in the accounts on a replacement basis.

First Norwich Sea Scout Group

2. Donations and gifts

There have been no major donations during this accounting period, only the total of numerous donations, all less than £1,000, is shown

	Total	
	2021	2020
	£	£
Donations – General Funds	20.00	85.00

3. Government and Local Grants

Date Received	Period Covered	Source	Amount (£)
14 Apr 2020	Lockdown 1: 31 Mar 20 to 31 May 20	Closed Business Lockdown Payment	£10,000.00
“	Lockdown 2: 5 Nov 20 to 2 Dec 20	Local Restrictions Support Grant	£1,334.00
“	“	Local Restrictions Support Grant	£ 667.00
20 Jan 2021	“	Local Restrictions Support Grant	£1,810.43
“	Lockdown 2: 5 Nov 20 to 2 Dec 20	Closed Business Lockdown Payment	£4,000.00
“	“	Local Restrictions Support Grant	£2,096.00
10 Mar 2021	Lockdown 2: 2 Dec 20 to 25 Dec 20	Local Restrictions Support Grant	£ 801.00
		TOTAL	£20,708.43

4. Restricted Funds

The Restricted Fund represents monies received as a grant from the Scout Association to assist in the setting up of a new section of the Group.

These monies are specifically to be used for the new section – held at Lakenham Primary School, and for training for all members of the group – whether the leaders running the new section, or the leaders of the existing section.

5 Trustees' remuneration

The trustees neither received nor waived any emoluments or expenses during the year.

6. Tangible Fixed Assets

From 2013, the new HQ is shown as replacement cost. This new building is owned by the 1st Norwich Sea Scout Group and going forward will not be depreciated, but shown as replacement cost.

7. Statement of funds (exc. transfers within Funds and depreciation)

	At 1 April 2020 £	Income £	Expenditure £	At 31 March 2021 £
General Funds	59,302.20	25,252.30	9,581.58	74,972.92
Restricted Funds	3,385.62	0.00	850.00	2,535.62
Total funds	62,687.82	25,252.30	10,431.58	77,508.54

The General reserve represents the free funds of the charity, which are not designated or restricted for particular purposes.