

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.

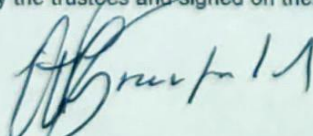
The reserves of the charity are identified as restricted or unrestricted at the year end. The designated reserves consist of money received for specific costs not yet incurred and the unrestricted reserve is available for all other expenditure.

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.