

# 1ST SOUTHBOURNE SEA SCOUT GROUP

England & Wales - Charity number 1039262

## Details

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**Status** Registered

**Legal form** Other

**Registered** 1994-07-11

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

## Contact

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**Address** 10 Burrill Avenue  
Portsmouth  
PO6 2JW

**Phone** 02392643038

**Email** [tonypaul48@ntlworld.com](mailto:tonypaul48@ntlworld.com)

**Website** [www.southbourneseascouts.co.uk](http://www.southbourneseascouts.co.uk)

## Activities

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**Objects:** THE AIM AF THE SCOUT ASSOCIATION IS 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 COMMUNTIES. THE METHOD OF ACHEIVING THE AIM OF THE ASSOCIATION IS BY PROVIDING AN ENJOYABLE AND ATTRACTIVE SCHEME OF PROGRSSIVE TRAINING BASED ON THE SCOUT PROMISE AND LAW AND GUIDED BY ADULT LEADERSHIP

**Activities:** Part of the Scout Organization.

## Classification

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

## Geography

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- Hampshire
- West Sussex

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£51,757	£44,226	-	-
2024-03-31	£46,703	£43,661	-	-
2023-03-31	£46,703	£43,661	-	-
2022-03-31	£51,960	£48,519	-	-
2021-03-31	£28,456	£18,437	-	-

## Trustees

Name	Role	Appointed
<b>DR KATIE JARVIS</b>	Chair	2018-10-10
Andy Burrows		2014-01-01
Anthony PAUL		2018-10-16
DAVID WINGHAM		2011-08-07
David Thompson		2011-01-01
RICHARD WILLIAMS		
TIM GREEN		

**1ST SOUTHBOURNE SEA SCOUT GROUP**

England & Wales - Charity number 1039262

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# Accounts

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Trustee Name	Office (if any)	Dates acted if not for whole year
Kate Jarvis	Chairman	
Anthony Paul	Treasurer	
Andy Burrows	GSL	
Tim Green	Vice Chairman	
Dave Wingham	Leader	
Richard Williams	Explorers	
Dave Thompson	Bosan	
Ruth Heelan	Communications	
Laura Spencer	Property	
Vacancy	Fundraising	
Zoe Coar	Coffee Shop	

**Section A Reference and administration details (continued)**

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

Type of advisor	Name	Address


**Section B Structure, governance and management**

Description of the charity's trusts

Type of governing document (e.g. trust deed, constitution)

How the charity is constituted

(e.g. trust, association, company)

Trustee selection methods (e.g. appointed by, elected by)

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.

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.

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

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

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 Group is managed by the Group Trustee Board, 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 Board consists of 2 independent representatives, Chair, and Treasurer together with the Group Scout Leaders, individual section leaders and parent's representation and meets every 2 months.

This Group Trustee Board 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)**

**Risk and Internal Control (Specimen 1)**

The Group Trustee Board has identified the major risks to which they believe the Group is exposed, these have been reviewed and systems have been established to mitigate against them. 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 and fully documented. Dynamic risk assessments take place during 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 can raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently. The next anticipated increase is in Sept.2026.

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 Aim of The Scout Association is 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. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

The group has in place systems of *internal controls* that are designed to provide reasonable assurance against material mismanagement or loss, these include the monthly monitoring of accounts and comprehensive insurance policies to ensure that insurable risks are covered.

Summary of the main activities in relation to these objects

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	The objectives of the group are as a unit of the Scout Association.

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- contribution made by volunteers. Public benefit statement

**Section D Achievements and performance**

Summary of the main achievements of the charity during the year

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.

A normal year of activities including Summer Camp, District camp, Junior Downman, Xmas party, Chilly camp etc. Attendance is at the Remembrance Day Parade at the local Church and St. George's day in Chichester. Attendance at camps both locally, within district, nationally and internationally both for land based and water based activities.

Continued growth in all membership for the groups with waiting list. Upgraded sailing equipment/tents/paddleboards etc.

**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 6 months running costs, circa £25,000.

The Group held reserves of approximately £25,824 against this at year end. This would be required for operating expenses.

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 (i)

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

- investment policy and objectives Plans for future periods (details of any significant activities planned to achieve them)

**Investment Policy (Specimen 1)**

The Group's Income and Expenditure is small and as a consequence 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 Trustee Board 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.

**Section G**

**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

*Kate* ✱

Full name(s)

*Katie JARVIS*

Position (eg Secretary, Chair)

*Chair*

Date

*03 06 2025*

**Section F**

**Other Optional Information**

# 1st Southbourne Sea Scouts Group

## Receipts and Payments Account

	Year start date		Year end date
For the year from	01/04/2024	To	31/03/2025

### Receipts and Payments

	2023/24	2024/25
	Unrestricted funds	Unrestricted funds
	£	£
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership subscriptions	13530	13927
Less membership subscriptions paid on (National/County/Area/District)	-6426	-7508
Net membership subscriptions retained	7104	6419
Donations	132	1118
Legacies	-	-
Gift Aid	4673	4911
Other similar income, camps and events	18966	24504
<b>Sub total</b>	<b>30875</b>	<b>36952</b>
<b>Grants</b>		
Maintenance grants	-	0
Other grants	1335	0
<b>Sub total</b>	<b>1335</b>	<b>0</b>
<b>Fundraising (Gross)</b>		
Detail 1 - coffee shop	9072	11002
Detail 2 - events attended	4944	500
Detail 3 - hall and equipment hire	300	780
Other fundraising activities	1845	2146
<b>Sub total</b>	<b>16161</b>	<b>14428</b>
<b>Investment income</b>		
Bank interest received	264	378
Building society interest	-	-
The Scout Association Short Term Investment Service	-	-
Property rent income	-	-
Other investment income	-	-
<b>Sub total</b>	<b>264</b>	<b>378</b>
<b>Total Gross Income</b>	<b>48634</b>	<b>51757</b>
<b>Asset and investment sales, etc.</b>	-	-
<b>Total receipts</b>	<b>48634</b>	<b>51757</b>

# 1st Southbourne Sea Scouts Group

## Receipts and Payments Account

	Year start date		Year end date
For the year from	01/04/2024	To	31/03/2025

### Receipts and Payments

	2023/24 Unrestricted funds £	2024/25 Unrestricted funds £
<b>Payments</b>		
<b>Charitable payments</b>		
Youth programme and activities	19381	10260
Adult support and training	-	-
Rent	-	-
Water and sewerage	84	89
Electricity and gas	2628	1939
Insurance	2950	1903
Repairs and renewals	3198	4139
New equipment	0	2494
Printing and photocopying	111	183
Contribution to camp costs	6559	15030
Uniforms	0	208
AGM and trustee expenses	-	-
Other costs detail 1 - Water based activities	1305	2192
Other costs detail 2 - Sundry/Harbour dues	359	393
Other costs detail 3	-	-
<b>Sub total</b>	<b>36575</b>	<b>38830</b>
<b>Fundraising expenses</b>		
Fundraising expenses coffee shop	3557	3811
Events attended and other expenditure	2706	1585
Detail 3	0	0
Other fundraising costs	0	0
<b>Sub total</b>	<b>6263</b>	<b>5396</b>
<b>Total Gross Expenditure</b>	<b>42838</b>	<b>44226</b>
<b>Asset and investment purchases, etc.</b>	-	-
<b>Total payments</b>	<b>42838</b>	<b>44226</b>
<b>Net of receipts (payments)</b>	<b>5800</b>	<b>7531</b>
<b>Cash funds last year end</b>	<b>32801</b>	<b>38601</b>
<b>Cash funds this year end</b>	<b>38601</b>	<b>46131</b>

## Statement of assets and liabilities at the end of the year

	31st March 2024	31st March 2025
	Unrestricted funds	Unrestricted funds
	£	£
<b>Cash funds</b>		
Bank current account	12988	20227
Bank deposit account	25447	25824
Building Society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	166	80
<b>Total cash funds</b>	<b>38601</b>	<b>46131</b>
<b>Other monetary assets</b>		
Tax claim	-	-
Debts due from County/Area/District/Group	-	-
Insurance claim	-	-
<b>Sub total</b>		
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>		
<b>Non monetary assets for charit's own use</b>		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc	-	-
Other	-	-
<b>Sub total</b>		
<b>Liabilities</b>		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
<b>Sub total</b>		

### Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 07/04/2025 and signed on their behalf by

Signature
<i>Kate X</i>
<i>A.F. Paul</i>

Print Name
Katie JARVIS Chair
A. F. PAUL Treasurer

**Independent Examiner's Report to the Trustees of the**  
**1<sup>st</sup> SOUTHBOURNE SEA SCOUTS GROUP SCOUT COUNCIL**

I report to the trustees on my examination of the accounts of the 1<sup>st</sup> Southbourne Sea Scouts Group for the year ended 31 March 2025 which comprise the summary of receipts and payments and the statement of assets and liabilities

**Responsibilities and basis of report**

As the charity trustees of the 1<sup>st</sup> Southbourne Sea Scouts Group 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 1<sup>st</sup> Southbourne Sea Scouts Group 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 1<sup>st</sup> Southbourne Sea Scouts Group 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: *Edward Baylis*

Name: Edward Baylis

Qualification: ..FCCA

Address: 63 St Asaph Road, London, SE4 2EB.

Date: 3 June 2025

**1ST SOUTHBOURNE SEA SCOUT GROUP**

England & Wales - Charity number 1039262

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# Accounts

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**Independent Examiner's Report to the Trustees of the  
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Signed: *Edward Baylis*

Name: Edward Baylis

Qualification: ..FCCA

Address: 63 St Asaph Road, London, SE4 2EB.

Date: 6 May 2024

# 1st Southbourne Sea Scouts Group

## Receipts and Payments Account

	Year start date		Year end date
For the year from	01/04/2023	To	31/03/2024

### Receipts and Payments

	2022/23	2023/24
	Unrestricted funds	Unrestricted funds
	£	£
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership subscriptions	13840	13530
Less membership subscriptions paid on (National/County/Area/District)	-6555	-6426
Net membership subscriptions retained	7285	7104
Donations	583	132
Legacies	-	-
Gift Aid	4017	4673
Other similar income, camps and events	20814	18966
<b>Sub total</b>	<b>32699</b>	<b>30875</b>
<b>Grants</b>		
Maintenance grants	-	
Other grants	500	1335
<b>Sub total</b>	<b>500</b>	<b>1335</b>
<b>Fundraising (Gross)</b>		
Detail 1 - coffee shop	7751	9072
Detail 2 - events attended	3090	4944
Detail 3 - hall and equipment hire	450	300
Other fundraising activities	2187	1845
<b>Sub total</b>	<b>13478</b>	<b>16161</b>
<b>Investment income</b>		
Bank interest received	26	264
Building society interest	-	-
The Scout Association Short Term Investment Service	-	-
Property rent income	-	-
Other investment income	-	-
<b>Sub total</b>	<b>26</b>	<b>264</b>
<b>Total Gross Income</b>	<b>46703</b>	<b>48634</b>
<b>Asset and investment sales, etc.</b>	-	-
<b>Total receipts</b>	<b>46703</b>	<b>48634</b>

# 1st Southbourne Sea Scouts Group

## Receipts and Payments Account

	Year start date		Year end date
For the year from	01/04/2023	To	31/03/2024

### Receipts and Payments

	2022/23	2023/24
	Unrestricted funds	Unrestricted funds
	£	£
<b>Payments</b>		
<b>Charitable payments</b>		
Youth programme and activities	19126	19,381
Adult support and training		-
Rent		-
Water and sewerage	159	84
Electricity and gas	2085	2,628
Insurance	3983	2,950
Repairs and renewals	4333	3,198
New equipment (Boating)	12	0
Printing and photocopying	164	111
Contribution to camp costs	5428	6,559
Uniforms	-	0
AGM and trustee expenses	-	-
Other costs detail 1 - Water based activities	2505	1,305
Other costs detail 2 - Sundry/Harbour dues	351	359
Other costs detail 3	-	-
<b>Sub total</b>	<b>38146</b>	<b>36,573</b>
<b>Fundraising expenses</b>		
Fundraising expenses coffee shop	2907	3,557
Events attended and other expenditure	2608	2,706
Detail 3	-	0
Other fundraising costs	-	0
<b>Sub total</b>	<b>5515</b>	<b>6,263</b>
<b>Total Gross Expenditure</b>	<b>43661</b>	<b>42,836</b>
<b>Asset and investment purchases, etc.</b>	-	-
<b>Total payments</b>	<b>43661</b>	<b>42,836</b>
<b>Net of receipts(payments)</b>	<b>3042</b>	<b>5,800</b>
Cash funds last year end	29759	32,801
<b>Cash funds this year end</b>	<b>32801</b>	<b>38,601</b>

**Statement of assets and liabilities at the end of the year**

	31st March 2023	31st March 2024
	Unrestricted funds	Unrestricted funds
	£	£
<b>Cash funds</b>		
Bank current account	12464	12,988
Bank deposit account	20183	25,447
Building Society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	154	166
<b>Total cash funds</b>	<b>32801</b>	<b>38,601</b>
<b>Other monetary assets</b>		
Tax claim	-	-
Debts due from County/Area/District/Group	-	-
Insurance claim	-	-
<b>Sub total</b>		
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>		
<b>Non monetary assets for charit's own use</b>		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
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<b>Sub total</b>		

**Contingent liabilities and future obligations**

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 07/04/2024 and signed on their behalf by

Signature

<i>Katie Jarvis</i>
<i>A.F. Paul</i>

Print Name

KATIE JARVIS Chair
A.F. PAUL Treasurer

# Trustees' Annual Report

For the period

From (start date)

0	1	0	4	2	3
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to end date

3	1	0	3	2	4
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1st Southbourne Sea Scout Group

## Section A

## Reference and administration details

Charity name

Other names the charity is known by

Registered charity number (if any)

10	39	26	2		
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Charity's principal address

Scout Headquarters

Prinsted Lane, Prinsted

Emsworth, Hants

Postcode

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Names of the charity trustees who manage the charity

Trustee Name	Office (if any)	Dates acted if not for whole year
Kate Jarvis	Chairman	
Anthony Paul	Treasurer	
Andy Burrows	GSL	
Tim Green	Vice Chairman	
Dave Wingham	Leader	
Richard Williams	Explorers	
Dave Thompson	Bosan	
Ruth Heelan	Communications	
Laura Spencer	Property	From Feb.2024
Vacancy	Fundraising	
Zoe Coar	Coffee Shop	

**Section A Reference and administration details (continued)**

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

Type of advisor	Name	Address


**Section B Structure, governance and management**

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How the charity is constituted

(e.g. trust, association, company)

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

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The Committee consists of 2 independent representatives, Chair, and Treasurer together with the Group Scout Leaders, individual section leaders and parent's representation and meets every 2 months.

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- 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;
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## Section B

### Structure, governance and management (continued)

#### Risk and Internal Control (Specimen 1)

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.

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have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

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Additional details of the objectives and activities (optional information but encouraged as best practice)

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- policy on grant making;
- contribution made by volunteers. Public benefit statement

**Section D**

**Achievements and performance**

Summary of the main achievements of the charity during the year

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.

A much more normal year of activities since Covid. Attendance is at the Remembrance Day Parade at the local Church and St. George's day in Chichester. Attendance at camps both locally, within district, nationally and internationally both for land based and water based activities. Continued growth in all membership for the groups with waiting list. Upgraded sailing equipment/tents/paddleboards etc.

**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 6 months running costs, circa £15000.

The Group held reserves of approximately £15,157 against this at year end. This would be required for operating expenses.

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 (i

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

• investment policy and objectives  
Plans for future periods (details of any significant activities planned to achieve them)

**Investment Policy (Specimen 1)**

The Group's Income and Expenditure is small and as a consequence 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 or The Scout Association's Short Term Investment Service.

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.

**Section G Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

Katie J

Full name(s)

KATIE JARVIS

Position (eg Secretary, Chair)

CHAIR

Date

0606 2024.

**Section F Other Optional Information**

**1ST SOUTHBOURNE SEA SCOUT GROUP**

England & Wales - Charity number 1039262

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# Accounts

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# 1st Southbourne Sea Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2022	To	31/03/2023
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## Receipts and payments

	2021/22 Unrestricted funds £	2022/23 Unrestricted funds £
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership subscriptions	12,635	13,840
Less: Membership subscriptions paid on (National/County/Area/District)	5,707	6,555
Net membership subscriptions retained	6,928	7,285
Donations	857	583
Legacies	-	-
Gift Aid	1,646	4,017
Other similar income, camps and events	18,087	20,814
<b>Sub total</b>	<b>27,518</b>	<b>32,699</b>
<b>Grants</b>	-	-
Maintenance grant	-	-
Other grants	14,784	500
<b>Sub total</b>	<b>14,784</b>	<b>500</b>
<b>Fundraising (gross)</b>		
Detail 1 - coffee shop	3,776	7,751
Detail 2 - events attended	2,318	3,090
Detail 3 - Hall and equipment hire	1,253	450
Other fundraising activities	2,309	2,187
<b>Sub total</b>	<b>9,656</b>	<b>13,478</b>
<b>Investment income</b>		
Bank interest received	2	26
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Property Rent income -	-	-
Other investment income	-	-
<b>Sub total</b>	<b>2</b>	<b>26</b>
<b>Total Gross Income</b>	<b>51,960</b>	<b>46,703</b>
<b>Asset and investment sales, etc.</b>	-	-
<b>Total receipts</b>	<b>51,960</b>	<b>46,703</b>

# 1st Southbourne Sea Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2021	To	31/03/2022
----------------------	------------	----	------------

## Receipts and payments

	2021/2022 Unrestricted funds £	2022/2023 Unrestricted funds £
<b>Payments</b>		
<b>Charitable Payments</b>		
Youth programme and activities	13,203	19,126
Adult support and training		
Rent	-	-
Water and Sewerage	81	159
Electricity and Gas	1,588	2,085
Insurance	4,087	3,983
Repairs and Renewals	21,756	4,333
New equipment (Boating )	690	12
Printing and photocopying	105	164
Contribution to camp costs	3,571	5,428
Uniforms	-	-
AGM and trustee expenses	-	-
Other costs detail 1 - Water based activities	-	2,505
Other costs detail 2 - Sundry	265	351
Other costs detail 3	-	-
<b>Sub total</b>	<b>45,346</b>	<b>38,146</b>
<b>Fundraising expenses</b>		
Fundraising expenses coffee shop and plant sale	1,705	2,907
Events attended and other expenditure	1,468	2,608
Detail 3	-	-
Other fundraising costs	-	-
<b>Sub total</b>	<b>3,173</b>	<b>5,515</b>
<b>Total Gross Expenditure</b>	<b>48,519</b>	<b>43,661</b>
<b>Asset and investment purchases, etc.</b>	-	-
<b>Total payments</b>	<b>48,519</b>	<b>43,661</b>
<b>Net of receipts/(payments)</b>	<b>3,441</b>	<b>3,042</b>
Cash funds last year end	26,138	29,759
<b>Cash funds this year end</b>	<b>29,579</b>	<b>32,801</b>

# Statement of assets and liabilities at the end of the year

	31st March 2021 Unrestricted funds £	31st March 2022 Unrestricted funds £
<b>Cash funds</b>		
Bank current account	14,602	12,464
Bank deposit account	15,157	20,183
Building society account	-	154
The Scout Association Short Term Investment Service	-	-
Cash/Floats	-	-
<b>Total cash funds</b>	<b>29,759</b>	<b>32,801</b>
<b>Other monetary assets</b>		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>		
Badge stock		
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc		
Other	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Liabilities</b>		
Accounts not yet paid		
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>

## Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 14 June 2022 and signed on their behalf by

Signature
<i>Kate ✓</i>
<i>A.F. Paul</i>

Print Name	
K. JARVIS	Chair
A.F. PAUL	Treasurer

# 1st Southbourne Sea Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2022	To	31/03/2023
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# 1st Southbourne Sea Scout Group Receipts and Payments Account

Year start date

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Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>		
Badge stock		
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc		
Other	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Liabilities</b>		
Accounts not yet paid		
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>

## Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 14 June 2022 and signed on their behalf by

Signature
<i>Kate ✓</i>
<i>A.F. Paul</i>

Print Name	
<i>K. JARVIS</i>	Chair
<i>A.F. PAUL</i>	Treasurer

**Independent Examiner's Report to the Trustees of the  
1<sup>st</sup> SOUTHBOURNE SEA SCOUTS GROUP SCOUT COUNCIL**

I report to the trustees on my examination of the accounts of the 1<sup>st</sup> Southbourne Sea Scouts Group for the year ended 31 March 2023 which comprise the summary of receipts and payments and the statement of assets and liabilities

**Responsibilities and basis of report**

As the charity trustees of the 1<sup>st</sup> Southbourne Sea Scouts Group 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 1<sup>st</sup> Southbourne Sea Scouts Group 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 1<sup>st</sup> Southbourne Sea Scouts Group 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: *Edward Baylis*

Name: Edward Baylis

Qualification: ..FCCA

Address: 63 St Asaph Road, London, SE4 2EB.

Date: 14 May 2023

**1ST SOUTHBOURNE SEA SCOUT GROUP**

England & Wales - Charity number 1039262

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# Accounts

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# Trustees' Annual Report

For the period

From (start date) 

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 to end date 

3	1	0	3	2	2
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1st Southbourne Sea Scout Group
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**Section A** **Reference and administration details**

Charity name

Other names the charity is known by

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Registered charity number (if any)

10	39	26	2		
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Charity's principal address

Scout Headquarters						
Prinsted Lane, Prinsted						
Emsworth, Hants						
Postcode	P	O	10	8	H	S

Names of the charity trustees who manage the charity

Trustee Name	Office (if any)	Dates acted if not for whole year
Kate Jarvis	Chairman	
Anthony Paul	Treasurer	
Andy Burrows	GSL	
Tim Green	Vice Chairman	
Dave Wingham	Leader	
Richard Williams	Explorers	
Dave Thompson	Bosan	
Ruth Heelan	Communications	
Paul Laker	Property	From Feb.2020
Ann Williams	Fundraising	From Sept.2020
Zoe Coar	Coffee Shop	From Dec.2020

**Section A Reference and administration details (continued)**

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

Type of advisor	Name	Address


**Section B Structure, governance and management**

Description of the charity's trusts

Type of governing document (e.g. trust deed, constitution)

How the charity is constituted

(e.g. trust, association, company)

Trustee selection methods (e.g. appointed by, elected by)

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.

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.

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

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

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 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 2 independent representatives, Chair, and Treasurer together with the Group Scout Leaders, individual section leaders and parent's representation and meets every 2 months.

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)**

**Risk and Internal Control (Specimen 1)**

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 and fully documented. Dynamic risk assessments take place during 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 can raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently. The next anticipated increase is in Sept.2023.

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 Aim of The Scout Association is 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. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

The group has in place systems of *internal controls* that are designed to provide reasonable assurance against material mismanagement or loss, these include the monthly monitoring of accounts and comprehensive insurance policies to ensure that insurable risks are covered.

Summary of the main activities in relation to these objects

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	The objectives of the group are as a unit of the Scout Association.

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grant making; • contribution made by volunteers. Public benefit statement

**Section D Achievements and performance**

Summary of the main achievements of the charity during the year

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.

Covid19 has again restricted activity this year. Normally attendance is at the Remembrance Day Parade at the local Church and St. George's day in Chichester. Attendance at camps both locally, within district, nationally and internationally both for land based and water based activities. Continued growth in all membership for the groups with waiting list. Upgraded sailing equipment/paddleboards and a major renovation to the external rendering of the Scout HQ building by local contractor costing £17,400.

**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 6 months running costs, circa £15000.

The Group held reserves of approximately £15,157 against this at year end. This would be required for operating expenses.

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 (i

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

• investment policy and objectives  
Plans for future periods (details of any significant activities planned to achieve them)

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The Group's Income and Expenditure is small and as a consequence 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 or The Scout Association's Short Term Investment Service.

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.

**Section G**

**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

*Kate J*

Full name(s)

*Katie Jarvis*

Position (eg Secretary, Chair)

*Chair*

Date

*26 04 2022*

**Section F**

**Other Optional Information**

# 1st Southbourne Sea Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2021	To	31/03/2022
-------------------	------------	----	------------

## Receipts and payments

	2020/21 Unrestricted funds £	2021/22 Unrestricted funds £
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership subscriptions	6,920	12,635
Less: Membership subscriptions paid on (National/County/Area/District)	5,428	5,707
Net membership subscriptions retained	1,492	6,928
Donations	20	857
Legacies	-	-
Gift Aid	4,443	1,646
Other similar income, camps and events	1,117	18,087
<b>Sub total</b>	<b>7,072</b>	<b>27,518</b>
<b>Grants</b>	-	-
Maintenence grant	-	-
Other grants	12,811	14,784
<b>Sub total</b>	<b>12,811</b>	<b>14,784</b>
<b>Fundraising (gross)</b>		
Detail 1 - coffee shop	-	3,776
Detail 2 - events attended	-	2,318
Detail 3 - Hall and equipment hire	-	1,253
Other fundraising activities	3,136	2,309
<b>Sub total</b>	<b>3,136</b>	<b>9,656</b>
<b>Investment income</b>		
Bank interest received	10	2
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Property Rent income -	-	-
Other investment income	-	-
<b>Sub total</b>	<b>10</b>	<b>2</b>
<b>Total Gross Income</b>	<b>23,029</b>	<b>51,960</b>
<b>Asset and investment sales, etc.</b>	-	-
<b>Total receipts</b>	<b>23,029</b>	<b>51,960</b>

# 1st Southbourne Sea Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2021	To	31/03/2022
----------------------	------------	----	------------

## Receipts and payments

	2020/2021 Unrestricted funds £	2021/2022 Unrestricted funds £
<b>Payments</b>		
<b>Charitable Payments</b>		
Youth programme and activities	2,315	13,203
Adult support and training		
Rent	-	-
Water and Sewerage	-	81
Electricity and Gas	752	1,588
Insurance	4,375	4,087
Repairs and Renewals	2,651	21,756
New equipment (Boating )	1,462	690
Printing and photocopying	61	105
Contribution to camp costs	1,027	3,571
Uniforms	-	-
AGM and trustee expenses	-	-
Other costs detail 1 - Water based activities	-	-
Other costs detail 2 - Sundry	111	265
Other costs detail 3	-	-
<b>Sub total</b>	<b>12,754</b>	<b>45,346</b>
<b>Fundraising expenses</b>		
Fundraising expenses coffee shop and plant sale	-	1,705
Events attended and other expenditure	256	1,468
Detail 3	-	-
Other fundraising costs	-	-
<b>Sub total</b>	<b>256</b>	<b>3,173</b>
<b>Total Gross Expenditure</b>	<b>13,010</b>	<b>48,519</b>
<b>Asset and investment purchases, etc.</b>	-	-
<b>Total payments</b>	<b>13,010</b>	<b>48,519</b>
<b>Net of receipts/(payments)</b>	<b>10,019</b>	<b>3,441</b>
<b>Cash funds last year end</b>	<b>16,299</b>	<b>26,318</b>
<b>Cash funds this year end</b>	<b>26,318</b>	<b>29,759</b>



## Statement of assets and liabilities at the end of the year

	31st March 2020 Unrestricted funds £	31st March 2021 Unrestricted funds £
<b>Cash funds</b>		
Bank current account	11,161	14,602
Bank deposit account	15,155	15,157
Building society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	2	-
<b>Total cash funds</b>	<b>26,318</b>	<b>29,759</b>
<b>Other monetary assets</b>		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>		
Badge stock		
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc		
Other	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Liabilities</b>		
Accounts not yet paid		
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>

### Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 14 June 2022 and signed on their behalf by

Signature
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%; text-align: center;">  </div> <div style="width: 45%; text-align: center;">  </div> </div>

Print Name
<div style="display: flex; justify-content: space-between;"> <div style="width: 70%; text-align: center;">  </div> <div style="width: 25%; text-align: right;">Chair</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 70%; text-align: center;">  </div> <div style="width: 25%; text-align: right;">Treasurer</div> </div>

# Trustees' Annual Report

For the period

From (start date) 

0	1	0	4	2	1
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 to end date 

3	1	0	3	2	2
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1st Southbourne Sea Scout Group

**Section A Reference and administration details**

Charity name

Other names the charity is known by

--

Registered charity number (if any)

10	39	26	2		
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Charity's principal address

Scout Headquarters						
Prinsted Lane, Prinsted						
Emsworth, Hants						
Postcode	P	O	10	8	H	S

Names of the charity trustees who manage the charity

Trustee Name	Office (if any)	Dates acted if not for whole year
Kate Jarvis	Chairman	
Anthony Paul	Treasurer	
Andy Burrows	GSL	
Tim Green	Vice Chairman	
Dave Wingham	Leader	
Richard Williams	Explorers	
Dave Thompson	Bosan	
Ruth Heelan	Communications	
Paul Laker	Property	From Feb.2020
Ann Williams	Fundraising	From Sept.2020
Zoe Coar	Coffee Shop	From Dec.2020

**Section A Reference and administration details (continued)**

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

Type of advisor	Name	Address


**Section B Structure, governance and management**

Description of the charity's trusts

Type of governing document (e.g. trust deed, constitution)

How the charity is constituted

(e.g. trust, association, company)

Trustee selection methods (e.g. appointed by, elected by)

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.

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.

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

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

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 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 2 independent representatives, Chair, and Treasurer together with the Group Scout Leaders, individual section leaders and parent's representation and meets every 2 months.

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)**

**Risk and Internal Control (Specimen 1)**

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 and fully documented. Dynamic risk assessments take place during 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 can raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently. The next anticipated increase is in Sept.2023.

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 Aim of The Scout Association is 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. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

The group has in place systems of *internal controls* that are designed to provide reasonable assurance against material mismanagement or loss, these include the monthly monitoring of accounts and comprehensive insurance policies to ensure that insurable risks are covered.

Summary of the main activities in relation to these objects

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	The objectives of the group are as a unit of the Scout Association.

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- contribution made by volunteers. Public benefit statement

**Section D**

**Achievements and performance**

Summary of the main achievements of the charity during the year

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.

Covid19 has again restricted activity this year. Normally attendance is at the Remembrance Day Parade at the local Church and St. George's day in Chichester. Attendance at camps both locally, within district, nationally and internationally both for land based and water based activities. Continued growth in all membership for the groups with waiting list. Upgraded sailing equipment/paddleboards and a major renovation to the external rendering of the Scout HQ building by local contractor costing £17,400.

**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 6 months running costs, circa £15000.

The Group held reserves of approximately £15,157 against this at year end. This would be required for operating expenses.

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 (i

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

• investment policy and objectives  
Plans for future periods (details of any significant activities planned to achieve them)

**Investment Policy (Specimen 1)**

The Group's Income and Expenditure is small and as a consequence 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 or The Scout Association's Short Term Investment Service.

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.

**Section G**

**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

*Kate J*

Full name(s)

*Katie Jarvis*

Position (eg Secretary, Chair)

*Chair*

Date

*26 04 2022*

**Section F**

**Other Optional Information**

# 1st Southbourne Sea Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2021	To	31/03/2022
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## Receipts and payments

	2020/21 Unrestricted funds £	2021/22 Unrestricted funds £
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership subscriptions	6,920	12,635
Less: Membership subscriptions paid on (National/County/Area/District)	5,428	5,707
Net membership subscriptions retained	1,492	6,928
Donations	20	857
Legacies	-	-
Gift Aid	4,443	1,646
Other similar income, camps and events	1,117	18,087
<b>Sub total</b>	<b>7,072</b>	<b>27,518</b>
<b>Grants</b>	-	-
Maintenence grant	-	-
Other grants	12,811	14,784
<b>Sub total</b>	<b>12,811</b>	<b>14,784</b>
<b>Fundraising (gross)</b>		
Detail 1 - coffee shop	-	3,776
Detail 2 - events attended	-	2,318
Detail 3 - Hall and equipment hire	-	1,253
Other fundraising activities	3,136	2,309
<b>Sub total</b>	<b>3,136</b>	<b>9,656</b>
<b>Investment income</b>		
Bank interest received	10	2
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Property Rent income -	-	-
Other investment income	-	-
<b>Sub total</b>	<b>10</b>	<b>2</b>
<b>Total Gross Income</b>	<b>23,029</b>	<b>51,960</b>
<b>Asset and investment sales, etc.</b>	-	-
<b>Total receipts</b>	<b>23,029</b>	<b>51,960</b>

# 1st Southbourne Sea Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2021	To	31/03/2022
----------------------	------------	----	------------

## Receipts and payments

	2020/2021 Unrestricted funds £	2021/2022 Unrestricted funds £
<b>Payments</b>		
<b>Charitable Payments</b>		
Youth programme and activities	2,315	13,203
Adult support and training		
Rent	-	-
Water and Sewerage	-	81
Electricity and Gas	752	1,588
Insurance	4,375	4,087
Repairs and Renewals	2,651	21,756
New equipment (Boating )	1,462	690
Printing and photocopying	61	105
Contribution to camp costs	1,027	3,571
Uniforms	-	-
AGM and trustee expenses	-	-
Other costs detail 1 - Water based activities	-	-
Other costs detail 2 - Sundry	111	265
Other costs detail 3	-	-
<b>Sub total</b>	<b>12,754</b>	<b>45,346</b>
<b>Fundraising expenses</b>		
Fundraising expenses coffee shop and plant sale	-	1,705
Events attended and other expenditure	256	1,468
Detail 3	-	-
Other fundraising costs	-	-
<b>Sub total</b>	<b>256</b>	<b>3,173</b>
<b>Total Gross Expenditure</b>	<b>13,010</b>	<b>48,519</b>
<b>Asset and investment purchases, etc.</b>	-	-
<b>Total payments</b>	<b>13,010</b>	<b>48,519</b>
<b>Net of receipts/(payments)</b>	<b>10,019</b>	<b>3,441</b>
Cash funds last year end	16,299	26,318
<b>Cash funds this year end</b>	<b>26,318</b>	<b>29,759</b>



## Statement of assets and liabilities at the end of the year

	31st March 2020 Unrestricted funds £	31st March 2021 Unrestricted funds £
<b>Cash funds</b>		
Bank current account	11,161	14,602
Bank deposit account	15,155	15,157
Building society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	2	-
<b>Total cash funds</b>	<b>26,318</b>	<b>29,759</b>
<b>Other monetary assets</b>		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>		
Badge stock		
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc		
Other	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Liabilities</b>		
Accounts not yet paid		
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>

### Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 14 June 2022 and signed on their behalf by

Signature
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%; text-align: center;">  </div> <div style="width: 45%; text-align: center;">  </div> </div>

Print Name
<div style="display: flex; justify-content: space-between;"> <div style="width: 70%; text-align: center;">  </div> <div style="width: 25%; text-align: right;">Chair</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 70%; text-align: center;">  </div> <div style="width: 25%; text-align: right;">Treasurer</div> </div>

**Independent Examiner's Report to the Trustees of the  
1<sup>st</sup> SOUTHBOURNE SEA SCOUTS GROUP SCOUT COUNCIL**

I report to the trustees on my examination of the accounts of the 1<sup>st</sup> Southbourne Sea Scouts Group for the year ended 31 March 2022 which comprise the summary of receipts and payments and the statement of assets and liabilities

**Responsibilities and basis of report**

As the charity trustees of the 1<sup>st</sup> Southbourne Sea Scouts Group 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 1<sup>st</sup> Southbourne Sea Scouts Group 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 1<sup>st</sup> Southbourne Sea Scouts Group 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: *David Gallagher*

Name: David John Gallagher

Qualification: ..FCA

Address: 30 Orange Street, London WC2H 7HF

Date: 14 June 2022

**1ST SOUTHBOURNE SEA SCOUT GROUP**

England & Wales - Charity number 1039262

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# Accounts

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Trustee Name	Office (if any)	Dates acted if not for whole year
Kate Jarvis	Chairman	
Anthony Paul	Treasurer	
Andy Burrows	GSL	
Tim Green	Vice Chairman	
Dave Wingham	Leader	
Richard Williams	Explorers	
Dave Thompson	Bosan	
Ruth Heelan	Communications	
Paul Laker	Property	From Feb.2020
Ann Williams	Fundraising	From Sept.2020
Zoe Coar	Coffee Shop	From Dec.2020

**Section A Reference and administration details (continued)**

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

Type of advisor	Name	Address


**Section B Structure, governance and management**

Description of the charity's trusts

Type of governing document (e.g. trust deed, constitution)

How the charity is constituted

(e.g. trust, association, company)

Trustee selection methods (e.g. appointed by, elected by)

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.

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.

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

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

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 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 2 independent representatives, Chair, and Treasurer together with the Group Scout Leaders, individual section leaders and parent's representation and meets every 2 months.

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)

### Risk and Internal Control (Specimen 1)

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 and fully documented. Dynamic risk assessments take place during 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 can raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently. The next anticipated increase is in Sept.2021.

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 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.

The Aim of The Scout Association is 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. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

The group has in place systems of **internal controls** that are designed to provide reasonable assurance against material mismanagement or loss, these include the monthly monitoring of accounts and comprehensive insurance policies to ensure that insurable risks are covered.

Summary of the main activities in relation to these objects

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	The objectives of the group are as a unit of the Scout Association.

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- contribution made by volunteers. Public benefit statement

**Section D**

**Achievements and performance**

Summary of the main achievements of the charity during the year

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.

Covid19 has severely restricted activity this year. Normally attendance at the Remembrance Day Parade at the local Church and St. George's day in Chichester. Attendance at camps both locally, within district, nationally and internationally both for land based and water based activities. Continued growth in all membership for the groups with waiting list. Upgraded sailing equipment and improvements in security of building by additional fencing and equipment.

**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 6 months running costs, circa £15000.

The Group held reserves of approximately £15,100 against this at year end. This is required for operating expenses.

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 (i)

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

• investment policy and objectives  
Plans for future periods (details of any significant activities planned to achieve them)

**Investment Policy (Specimen 1)**

The Group's Income and Expenditure is small and as a consequence 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 or The Scout Association's Short Term Investment Service.

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.

**Section G Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

Katie ✱

Full name(s)

Katie Jarvis

Position (eg Secretary, Chair)

Chair

Date

08/06/2021

**Section F Other Optional Information**

# 1st Southbourne Sea Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2020	To	31/03/2021
-------------------	------------	----	------------

## Receipts and payments

	2019/20 Unrestricted funds £	2020/21 Unrestricted funds £
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership subscriptions	12,925	6,920
Less: Membership subscriptions paid on (National/County/Area/District)	6,944	5,428
Net membership subscriptions retained	5,981	1,492
Donations	1,146	20
Legacies	-	-
Gift Aid	3,960	4,443
Other similar income, camps and events	16,865	1,117
<b>Sub total</b>	<b>27,952</b>	<b>7,072</b>
<b>Grants</b>	-	-
Maintenence grant	-	-
Other grants	1,500	12,811
<b>Sub total</b>	<b>1,500</b>	<b>12,811</b>
<b>Fundraising (gross)</b>		
Detail 1 - coffee shop	7,521	-
Detail 2 - events attended	1,071	-
Detail 3 - Hall and equipment hire	730	-
Other fundraising activities	989	3,136
<b>Sub total</b>	<b>10,311</b>	<b>3,136</b>
<b>Investment income</b>		
Bank interest received	30	10
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Property Rent income -	-	-
Other investment income	-	-
<b>Sub total</b>	<b>30</b>	<b>10</b>
<b>Total Gross Income</b>	<b>39,793</b>	<b>23,029</b>
<b>Asset and investment sales, etc.</b>	-	-
<b>Total receipts</b>	<b>39,793</b>	<b>23,029</b>

# 1st Southbourne Sea Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2020	To	31/03/2021
----------------------	------------	----	------------

## Receipts and payments

	2018/2019 Unrestricted funds £	2019/2020 Unrestricted funds £
<b>Payments</b>		
<b>Charitable Payments</b>		
Youth programme and activities	15,087	2,315
Adult support and training		
Rent	-	-
Water and Sewerage	312	-
Electricity and Gas	1,513	752
Insurance	4,940	4,375
Repairs and Renewals	9,490	2,652
New equipment (Boating )	1,608	1,462
Printing and photocopying	53	61
Contribution to camp costs	4,794	1,027
Uniforms	-	-
AGM and trustee expenses	-	-
Other costs detail 1 - Water based activities	2,314	-
Other costs detail 2 - Sundry	321	111
Other costs detail 3	-	-
<b>Sub total</b>	<b>40,432</b>	<b>12,755</b>
<b>Fundraising expenses</b>		
Fundraising expenses coffee shop and plant sale	1,379	-
Events attended and other expenditure	624	256
Detail 3	-	-
Other fundraising costs	-	-
<b>Sub total</b>	<b>2,003</b>	<b>256</b>
<b>Total Gross Expenditure</b>	<b>42,435</b>	<b>13,011</b>
<b>Asset and investment purchases, etc.</b>	-	-
<b>Total payments</b>	<b>42,435</b>	<b>13,011</b>
<b>Net of receipts/(payments)</b>	<b>- 2,642</b>	<b>10,018</b>
<b>Cash funds last year end</b>	<b>18,942</b>	<b>16,300</b>
<b>Cash funds this year end</b>	<b>16,300</b>	<b>26,318</b>

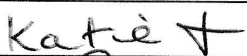
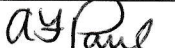
# Statement of assets and liabilities at the end of the year

	31st March 2020 Unrestricted funds £	31st March 2021 Unrestricted funds £
<b>Cash funds</b>		
Bank current account	1,152	11,161
Bank deposit account	15,146	15,155
Building society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	2	2
<b>Total cash funds</b>	<b>16,300</b>	<b>26,318</b>
<b>Other monetary assets</b>		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>		
Badge stock		
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc		
Other	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Liabilities</b>		
Accounts not yet paid		
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>

## Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on \_\_\_\_\_ (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature

 
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Print Name

K-J-JARVIS	Chair
A.F. PAUL	Treasurer



Trustee Name	Office (if any)	Dates acted if not for whole year
Kate Jarvis	Chairman	
Anthony Paul	Treasurer	
Andy Burrows	GSL	
Tim Green	Vice Chairman	
Dave Wingham	Leader	
Richard Williams	Explorers	
Dave Thompson	Bosan	
Ruth Heelan	Communications	
Paul Laker	Property	From Feb.2020
Ann Williams	Fundraising	From Sept.2020
Zoe Coar	Coffee Shop	From Dec.2020

**Section A Reference and administration details (continued)**

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

Type of advisor	Name	Address


**Section B Structure, governance and management**

Description of the charity's trusts

Type of governing document (e.g. trust deed, constitution)

How the charity is constituted

(e.g. trust, association, company)

Trustee selection methods (e.g. appointed by, elected by)

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.

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.

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

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

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 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 2 independent representatives, Chair, and Treasurer together with the Group Scout Leaders, individual section leaders and parent's representation and meets every 2 months.

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)

### Risk and Internal Control (Specimen 1)

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 and fully documented. Dynamic risk assessments take place during 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 can raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently. The next anticipated increase is in Sept.2021.

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 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.

The Aim of The Scout Association is 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. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

The group has in place systems of **internal controls** that are designed to provide reasonable assurance against material mismanagement or loss, these include the monthly monitoring of accounts and comprehensive insurance policies to ensure that insurable risks are covered.

Summary of the main activities in relation to these objects

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	The objectives of the group are as a unit of the Scout Association.

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- contribution made by volunteers. Public benefit statement

**Section D**

**Achievements and performance**

Summary of the main achievements of the charity during the year

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.

Covid19 has severely restricted activity this year. Normally attendance at the Remembrance Day Parade at the local Church and St. George's day in Chichester. Attendance at camps both locally, within district, nationally and internationally both for land based and water based activities. Continued growth in all membership for the groups with waiting list. Upgraded sailing equipment and improvements in security of building by additional fencing and equipment.

**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 6 months running costs, circa £15000.

The Group held reserves of approximately £15,100 against this at year end. This is required for operating expenses.

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 (i)

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

- investment policy and objectives  
Plans for future periods (details of any significant activities planned to achieve them)

**Investment Policy (Specimen 1)**

The Group's Income and Expenditure is small and as a consequence 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 or The Scout Association's Short Term Investment Service.

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.

**Section G Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

Kate 

Full name(s)

Katie Jarvis

Position (eg Secretary, Chair)

Chair

Date

08 06 2021.

**Section F Other Optional Information**

# 1st Southbourne Sea Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2020	To	31/03/2021
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## Receipts and payments

	2019/20 Unrestricted funds £	2020/21 Unrestricted funds £
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership subscriptions	12,925	6,920
Less: Membership subscriptions paid on (National/County/Area/District)	6,944	5,428
Net membership subscriptions retained	5,981	1,492
Donations	1,146	20
Legacies	-	-
Gift Aid	3,960	4,443
Other similar income, camps and events	16,865	1,117
<b>Sub total</b>	<b>27,952</b>	<b>7,072</b>
<b>Grants</b>	-	-
Maintenance grant	-	-
Other grants	1,500	12,811
<b>Sub total</b>	<b>1,500</b>	<b>12,811</b>
<b>Fundraising (gross)</b>		
Detail 1 - coffee shop	7,521	-
Detail 2 - events attended	1,071	-
Detail 3 - Hall and equipment hire	730	-
Other fundraising activities	989	3,136
<b>Sub total</b>	<b>10,311</b>	<b>3,136</b>
<b>Investment income</b>		
Bank interest received	30	10
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Property Rent income -	-	-
Other investment income	-	-
<b>Sub total</b>	<b>30</b>	<b>10</b>
<b>Total Gross Income</b>	<b>39,793</b>	<b>23,029</b>
<b>Asset and investment sales, etc.</b>	-	-
<b>Total receipts</b>	<b>39,793</b>	<b>23,029</b>

# 1st Southbourne Sea Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2020	To	31/03/2021
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## Receipts and payments

	2018/2019 Unrestricted funds £	2019/2020 Unrestricted funds £
<b>Payments</b>		
<b>Charitable Payments</b>		
Youth programme and activities	15,087	2,315
Adult support and training		
Rent	-	-
Water and Sewerage	312	-
Electricity and Gas	1,513	752
Insurance	4,940	4,375
Repairs and Renewals	9,490	2,652
New equipment (Boating )	1,608	1,462
Printing and photocopying	53	61
Contribution to camp costs	4,794	1,027
Uniforms	-	-
AGM and trustee expenses	-	-
Other costs detail 1 - Water based activities	2,314	-
Other costs detail 2 - Sundry	321	111
Other costs detail 3	-	-
<b>Sub total</b>	<b>40,432</b>	<b>12,755</b>
<b>Fundraising expenses</b>		
Fundraising expenses coffee shop and plant sale	1,379	-
Events attended and other expenditure	624	256
Detail 3	-	-
Other fundraising costs	-	-
<b>Sub total</b>	<b>2,003</b>	<b>256</b>
<b>Total Gross Expenditure</b>	<b>42,435</b>	<b>13,011</b>
<b>Asset and investment purchases, etc.</b>	-	-
<b>Total payments</b>	<b>42,435</b>	<b>13,011</b>
<b>Net of receipts/(payments)</b>	<b>- 2,642</b>	<b>10,018</b>
<b>Cash funds last year end</b>	<b>18,942</b>	<b>16,300</b>
<b>Cash funds this year end</b>	<b>16,300</b>	<b>26,318</b>

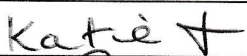
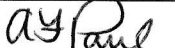
# Statement of assets and liabilities at the end of the year

	31st March 2020 Unrestricted funds £	31st March 2021 Unrestricted funds £
<b>Cash funds</b>		
Bank current account	1,152	11,161
Bank deposit account	15,146	15,155
Building society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	2	2
<b>Total cash funds</b>	<b>16,300</b>	<b>26,318</b>
<b>Other monetary assets</b>		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>		
Badge stock		
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc		
Other	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Liabilities</b>		
Accounts not yet paid		
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>

## Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on \_\_\_\_\_ (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature

 
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Print Name

K-J-JARVIS	Chair
A.F. PAUL	Treasurer

# Independent Examiner's Report to the Trustees of the

1<sup>st</sup> SOUTHBOURNE SEA SCOUTS GROUP

.....SCOUT GROUP/DISTRICT/COUNTY/AREA SCOUT COUNCIL

I report on the accounts of the Group/~~District/County/Area~~ for the year ended 31 March 2021 which comprise the Receipts and Payments Account and Statement of assets and liabilities.

This report is made solely to the trustees in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees for my examination work.

## Respective responsibilities of Trustees and Examiner

The Group's/~~District's~~ trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 144 of the Charities Act 2011 (the Charities Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 145 of the Charities Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145(5)(b) of the Charities Act); and
- To state whether particular matters have come to my attention.

## Basis of Independent Examiner's report

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 Group/~~District~~ 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 no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

## Independent Examiner's statement

In connection with my examination, no matter has come to my attention (~~other than that disclosed below~~ \*):

1. which gives me reasonable cause to believe that in, any material respect, the requirements
  - to keep accounting records in accordance with Section 130 of the Charities Act ;and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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

Name: .....Edward Baylis.....

Qualification: ..FCCA.....

Address: .....63 St Asaph Road.....

.....London SE4 2EB.....

Date: .....22 June 2021.....