

Trustees' Annual Report

For the period

From (start date)

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 to end date

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Section A

Reference and administration details

Charity name

20TH GILLINGHAM (HEMPSTEAD) AIR SCOUT GROUP

Other names the charity is known by

20TH GILLINGAM SCOUT GROUP

Registered charity number (if any)

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HQ registration number

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Charity's principal address

1 Dukes Meadow Dr, Hempstead, Gillingham

Postcode

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Names of the charity trustees who manage the charity

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

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Lee Barnard	Treasurer	03/11/2022 to 31/03/23
2	David Colwell	Chairman	
3	Roger Lovesey	GSL	
4	Roger Vandersteen		
5			
6			
7			
8			
9			
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11			
12			
13			
14			
15			

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

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

Type of advisor	Name	Address

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

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

How the charity is constituted

(e.g. trust, association, company)

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

Trustee selection methods

(e.g. appointed by, elected by)

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

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

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

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

Policies and procedures adopted for:
a) the induction and training of trustees;
b) trustee consideration of major risks
and the systems and procedures to
manage them

The Committee consists of 3 independent representatives, Chair, Treasurer and Trustee member together with the Group Scout Leader and parent's representation and meets every 1 month.

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

This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:
The maintenance of Group property;
The raising of funds and the administration of Group finance;
The insurance of persons, property and equipment;
Group public occasions;
Assisting in the recruitment of leaders and other adult support;
Appointing any sub committees that may be required;
Appointing Group Administrators and Advisors other than those who are elected.

Risk and Internal Control

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

Damage to the building, property and equipment. The Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient buildings in place to mitigate against permanent loss. The group holds a £5000 contingency pot for replacement of equipment in the event of loss or damage.

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

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

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

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

Risk and Internal Control

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

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>The Purpose of Scouting Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p>The Values of Scouting As Scouts we are guided by these values: Integrity - We act with integrity; we are honest, trustworthy and loyal. Respect - We have self-respect and respect for others. Care - We support others and take care of the world in which we live. Belief - We explore our faiths, beliefs and attitudes. Co-operation - We make a positive difference; we co-operate with others and make friends.</p> <p>The Scout Method Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and: - enjoy what they are doing and have fun - take part in activities indoors and outdoors - learn by doing - share in spiritual reflection - take responsibility and make choices - undertake new and challenging activities - make and live by their Promise.</p>
Summary of the main activities in relation to these objects	<p>Structured learning through the gaining of badges.</p> <p>Providing young people the opportunity to carry out new activities in new environments.</p> <p>Providing young people the opportunity to visit new places, such as campsites and museums.</p>
<p>Additional details of the objectives and activities (optional information but encouraged as best practice)</p> <p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • contribution made by volunteers; • policy on investments. 	<p>N/A</p>
Public benefit statement	<p>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.</p>

Section D**Achievements and performance**

Summary of the main achievements of the charity during the year

Combined group camp allowing all sections to interact with each other. Also allowing parents to take part in scouting activities and an opportunity to join the group.

Increased fundraising after the end of COVID.

Increased subscription due to increasing our numbers of young people.

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 £3,500. (Held under 'General' category in the accounts)

The Group held reserves of approximately £8,500 against this at year end. This is above the level required for operating expenses. However this can be explained by £5,000 being held for replacement of equipment in the event of loss / damage.

Quantify and explain any designations

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

N/A

Further financial review details (optional information)

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

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

Investment Policy

The Group's Income and Expenditure is very 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.

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

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.

- investment policy and objectives;

Section F

Other Optional Information

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

We have planned future fund raising events to increase the available funds to purchase a new minibus which will reduce costs of future activities where travel arrangements are required.

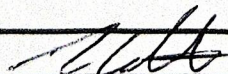
Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

DAVID COLWELL

Position (eg Secretary, Chair)

CHAIR PERSON

Date

300124

20th Gillingham (Hempstead) Air Scout Group

Receipts and Payments Account

Year start date

Year end date

For the year from	1 April 2022	To	31 March 2023
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Receipts and payments

	2022/23	2021/22
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income		
Membership subscriptions	10,307	6,816
Less: Membership subscriptions paid on (National/County/Area/District)	- 5,777	- 5,015
Net membership subscriptions retained	4,531	1,801
Donations	1,245	126
Sale of Mini -bus	3,500	-
Gift Aid	2,249	756
Activities and other income	7,987	3,556
Sub total	19,510	6,239
Grants		
Maintenance grant	-	-
Other grants	-	-
Sub total	-	-
Fundraising (gross)		
Shoeshine Nov	621	905
Co operative community fund	1,287	
100 club		414
Coffee mornings	295	
Christmas 2022 Raffle	268	
summer fete 2022	2,327	-
Other fundraising activities	849	417
Sub total	5,647	1,736
Investment income		
Bank interest	-	-
Building Society interest	-	-
The Scout Association Short Term Investment Service		
Property Rent income	7,308	2,972
Other investment income	-	-
Sub total	7,308	2,972
Total Gross Income	32,466	10,947
Asset and investment sales, etc.	-	-
Total receipts	32,466	10,947

20th Gillingham (Hempstead) Air Scout Group

Receipts and Payments Account

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For the year from	1 April 2022	To	31 March 2023
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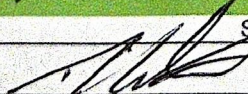
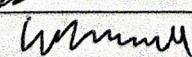
Receipts and payments

	2022/23	2021/22
	Unrestricted funds	Unrestricted funds
	£	£
Payments		
Charitable Payments		
Youth programme and activities	12,336	7,894
Adult support and training		165
Water and Sewerage	198	66
Electricity and Gas	4,022	220
Insurance	1,037	1,508
Repairs and Renewals	5,660	5,000
bank charges	102	28
Other expenses		
Admin expenses	96	
Materials and equipment	591	810
Uniforms	337	456
Other expenses	540	
Capital Equipment	329	
Sundries	664	
Hall cleaning	1,968	1,120
Minibus Costs	-	2,274
Donations	-	80
Sub total	27,879	19,621
Fundraising expenses	-	
Fund Raising- exp Christmas 2022 Raffle	61	
Fund Raising- exp-shoe shine dec 2022	181	
Fund Raising- exp summer fete 2022	713	-
Fund Raising- exp-coffee morning expenses	206	-
	-	-
Other fundraising costs	274	
Sub total	1,435	-
Total Gross Expenditure	29,314	19,621
Asset and investment purchases, etc.	-	-
Total payments	29,314	19,621
Net of receipts/(payments)	3,151	8,674
Cash funds last year end	30,198	38,872
Cash funds this year end	33,349	30,198

Statement of assets and liabilities at the end of the year

	31 March 2023	31 March 2022
	Unrestricted funds £	Unrestricted funds £
Cash funds		
Bank current account	32,972	27,850
Bank deposit account	-	-
Building society account	-	2,222
The Scout Association Short Term Investment Service	14	14
Cash/Floats	363	112
Total cash funds	33,349	30,198
Other monetary assets		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
Sub total	-	-
Investment assets		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	168,600	168,600
Motor vehicles	-	-
Scouting equipment, furniture etc	22,400	22,400
Other	-	-
Sub total	191,000	191,000
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
Sub total	-	-

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 14 December 2023 (the date of the meeting that approved the accounts) and signed on their behalf by

Signature



Print Name
 DAVID COLWECCE Chair
 LEE BARNARD Treasurer