

Trustees' Annual Report

For the period

From (start date)

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to end date

3	1	0	3	2	4
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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 GILLINGHAM SCOUT GROUP

Registered charity number (if any)

1	0	3	9	9	1	0
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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	whole year
2	David Colwell	Chairman	whole year
3	Roger Lovesey	GSL	whole year- Resigned
4	Roger Vandersteen	Trustee	whole year
5	James Flower	Trustee	Appointed- 19/12/24
6	Andrew Kevin Woods	Trustee	Appointed- 25/09/24
7	Sian Elizabeth Simpson	Trustee	Appointed- 25/09/24
8			
9			
10			
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

Section B**Structure, governance and management**

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 other trustees and meets every 1 month.

Members of the Executive Committee complete '*being a trustee in scouts*' 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 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**

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

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.

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);

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

- investment policy and objectives;

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.

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 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)

Dave Colwell

Position (eg Secretary, Chair)

Chair

Date

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20th Gillingham (Hempstead) Air Scout Group

Receipts and Payments Account

Year start date

Year end date

For the year from	1 April 2023	To	31 March 2024
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Receipts and payments

	2023/24	2022/23
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income		
Membership subscriptions	10,844	10,307
Less: Membership subscriptions paid on (National/County/Area/District)	- 5,766	- 5,777
Net membership subscriptions retained	5,078	4,531
Donations	170	1,245
Sale of Mini -bus	-	3,500
Gift Aid	940	2,249
Activities and other income	9,629	7,987
Sub total	15,816	19,510
Grants		
Maintenance grant	-	-
Other grants	-	-
Sub total	-	-
Fundraising (gross)		
Shoeshine Nov	983	621
Co operative community fund	3,043	1,287
quizes	1,774	
Coffee mornings	478	295
Bootfairs	409	-
Christmas 2022 Raffle/2023 Christmas lights	292	268
Summer Fete	2,566	2,327
Other fundraising activities	350	849
Sub total	9,895	5,647
Investment income		
Bank interest	0	-
Building Society interest	-	-
The Scout Association Short Term Investment Service		
Property Rent income	8,661	7,308
Other investment income	-	-
Sub total	8,661	7,308
Total Gross Income	34,373	32,466
Asset and investment sales, etc.	-	-
Total receipts	34,373	32,466

20th Gillingham (Hempstead) Air Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	1 April 2023	To	31 March 2024
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Payments

	2023/24	2022/23
	Unrestricted funds	Unrestricted funds
	£	£
Payments		
Charitable Payments		
Youth programme and activities	13,738	12,336
Adult support and training		
Water and Sewerage	216	198
Electricity and Gas	4,234	4,022
Insurance	986	1,037
Repairs and Renewals	274	5,660
bank charges	81	102
Other expenses		
Admin expenses	120	96
Materials and equipment		591
Uniforms		337
Other expenses	811	540
Capital Equipment	1,150	329
Sundries	206	664
Hall cleaning	2,051	1,968
Donations	100	-
Sub total	23,967	27,879
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 100 clubs		
Fund Raising- exp-cofee morning expenses		206
	-	-
Other fundraising costs	2,663	274
Sub total	2,663	1,435
Total Gross Expenditure	26,631	29,314
Asset and investment purchases, etc.	-	-
Total payments	26,631	29,314
Net of receipts/(payments)	7,742	3,151
Cash funds last year end	33,349	30,198
Cash funds this year end	41,091	33,349

Statement of assets and liabilities at the end of the year

	31 March 2024	31 March 2023
	Unrestricted funds	Unrestricted funds
	£	£
Cash funds		
Bank current account	40,604	32,971.88
Bank deposit account	-	0.00
Building society account	-	0.00
The Scout Association Short Term Investment Service	-	13.58
Cash/Floats	487	363.24
Total cash funds	41,091	33,349
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	7,564	22,400
Other	-	-
Sub total	176,164	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 26 September 2024 (the date of the meeting that approved the accounts) and signed on their behalf by

Signature

Print Name

Chair
Treasurer



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

20th Gillingham (Hempstead) Air Scout Group

On accounts for the year
ended

31st March 2024

Charity no
(if any)

1039910

Set out on pages

1 and 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2024**

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which 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.*

Signed:

Date:

30/1/25

Name:

Mrs L R Gurr, The Accounts Lady

Relevant professional
qualification(s) or body
(if any):

ICAEW

Address:

7 Southbourne Grove

Chatham

Kent, ME5 8HX

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.