



## TRUSTEES ANNUAL REPORT

*For the period 1<sup>st</sup> January 2023 to 31<sup>st</sup> December 2023*

### **Section 1: Reference and Administration Details**

Charity name: 1st Sutton (CAMBRIDGESHIRE) Scout Group

Registered charity number: 01048727

Principal address:

13 The Row Sutton Ely CAMBS CB6 2PD

<b>Names of charity trustees who manage the charity</b>		
<b>Trustee Name</b>	<b>Office</b>	<b>Dates Acted</b>
Jane Green	Chairperson	January 2023
Laura Collins	Secretary	January 2023
Alison Chaplin	Treasurer (supporting from May 2023)	January 2023- May 2023
Jess Groom	Treasurer	May 2023
Alison Wells	GSL	January 2023
Elaine Chamberlain	Acting GSL	September 2023
Stacey Mayes	Scout Leader	January 2023 – September 2023
Kirsty Booth	Scout Leader	September 2023
Richard Pitt	Cubs Leader	January 2023 – September 2023
Pete Sharp	Cubs Leader	September 2023
Penny Hamlyn	Beavers Leader	January 2022 – September 2023
Sammi Barrett	Beaver Leader	May 2023
Samantha Sharp	Squirrels Leader	January 2023
Ken Docherty	Quartermaster	January 2023
Harriet Chapman	Parent representative	January 2023
John Ryan	Parent representative	January 2023
Clare Cox	Parent representative	January 2023
Andrew Pounce	Parent representative	January 2023
Phillip Martin	Parent representative	January 2023-May 2023
Jenna Martin	Parent representative	January 2023-May 2023
Tom Dytor	Parent representative	January 2023 -May 2023

<b>Name and Address of Advisor:</b>
Name: Victoria Cooper Type of Advisor: Scrutineer Address Unit 14b ESpace North 181 Wisbech Road, Ely CAMBS CB6 1RA Date: May 2023

## **Section 2: Structure, governance and management**

### **Description of the charity's trusts**

<b>Type of governing document:</b>
The Group's governing documents are those issued by The Scout Association. They consist of a Royal Charter, which in turn, gives authority to the Byelaws of the Association and The Policy, Organisation and Rules (POR) of The Scout Association.  The Group adopted its own constitution in furtherance of the Scout Associations objectives in 2008 and reviewed this annually.  In 2023 our Constitution was refreshed to accord with the standard POR constitution with a reserves policy and participation support fund and adopted at the AGM.

<b>How is the charity constituted</b>
The Group is a trust established under its rules which are common to all Scouts.

<b>Trustee selection methods</b>
The Trustees are appointed in accordance with the POR of The Scout Association and in accordance with Charity Commission guidelines.

### **Additional governance issues**

<b>The Board of Trustees</b>
The Group is managed by a Board of Trustees. 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 of Trustees consists of three ex-officio officers, Chair, Secretary and Treasurer, together with the Group Scout Leader, individual Section Leaders and parent representation.  All Trustees complete being a Scout Trustee learning within the first 6 months of joining the Board.  This Trustee Board exists to make sure the charity is: <ul style="list-style-type: none"><li>• well-managed,</li><li>• risks are assessed and mitigated,</li><li>• buildings, land and equipment are in good working order,</li><li>• and everyone follows legal requirements and the organisation's policies and rules.</li></ul> The Board's support helps other volunteers run high quality and safe programmes that give young people skills for life.

## SECTION 3: OBJECTIVES AND ACTIVITIES

### **Summary of the objectives of the charity set out in its governing document**

The objectives of the Group are as a unit of the Scout Association. We encourage young people to do more, learn more and be more. Each week, our young people aged 4-14 enjoy fun and adventure while developing the skills they need to succeed, now and in the future.

We actively engage and support our Young People in their personal development, empowering them to make a positive contribution to society through our core values of integrity, respect, care, belief and cooperation and for our Adults to develop their skills, make an impact and change lives. We're talking about teamwork, leadership and resilience – skills that have helped Scouts become everything from teachers and social workers to astronauts and Olympians. We help young people develop and improve key life skills.

We believe in bringing people together. We celebrate diversity and stand against intolerance, always. We're part of a worldwide movement, creating stronger communities and inspiring positive futures.

### **Summary of the main activities in relation to these objectives.**

#### **What Scouts do**

Young people in the Scouts take part in an exciting programme of activities from kayaking to coding. They develop character skills like resilience, initiative, tenacity; gaining employability skills such as leadership, teamwork and problem solving; and practical skills like cooking and first aid – current research proves it really works.

A 2018 report says Scouts are 17% more likely to show leadership skills and work well in teams. They're a third more likely to support their communities too.

### **Public Benefit Statement**

The Group meets the Charity Commission's public benefit requirement under both the advancement of education and the advancement of citizenship or community development heading.

## SECTION 4: ACHIEVEMENTS AND PERFORMANCE

### **Treasurers Report 2023**

The Group ended the year in a good financial position.

Group reserves have increased from £11,644.60 in 2022 to £12,779.42 in 2023.

#### **Cash Account**

Subscriptions for the year increased from £10,475 in 2022 to £15,375.31 in 2023.

The Group has grown across all Sections over the year, and Section numbers increased moving from 101 in Autumn 2022 to 116 in Autumn 2023.

Membership fees of £5,029 for the 94 youth members and young leaders on the roll in January 2023 were paid to Scout HQ in March. This was our biggest outlay from reserves. The Group is now required to hold reserves of £9,000. With an increase of £1,180.62 on 2022, Gift Aid claimed on subscriptions of £2,730.01 in 2023 was received during the year and the reserves now total £12,779.42.

£74 has been set aside from kayak hire proceeds to cover future replacement of this type of equipment.

During the year, the Group supported 7 children using our Participation Support Policy. This was setup in 2021 to encourage participation in Scouting for those who may not be able to afford the financial commitment required. Details of the eligibility criteria are available from the Treasurer.

The policy states that up to 50% of Gift Aid received on subscriptions for the relevant year may be allocated for this purpose. The Poors Land Charity have supported children within the Parish of Sutton. We thank them for their very generous and continued support. In total £399 was spent by the Group in 2023 on Participation Support.

In 2024, I estimate that circa £500 will be spent.

#### Fundraising Account

Around 20 fundraising events were supported in 2023 and I acknowledge the commitment of our volunteers in fulfilling this schedule. This is a decrease in the number of events from 2022 when held over 30 events but has been a more sustainable amount to hold within the year.

There are 5 events undertaken in 2023, with receipts totalling £5,510.87 where expenses need to be settled and it is therefore not possible to give a definitive total for funds raised. Without these, the amount raised was £3299.81.

Fundraising activities were varied and included catering for local events, supporting the Feast Committee with the Coronation, Party in the Park and Sutton Firework events. Our Group also supporting neighbouring communities with the Haddenham and Ely fireworks events and festivals. Our annual Christmas Draw raised a fantastic £773.21 thanks to very generous donations from the local community and across the whole of Cambridgeshire.

We received Gift Aid on donations of £490.81, which is a decrease of £688.19 from 2022. This difference comes from previous years crowdfunding.

Donations of £3025.45 in total have also been received - £1693.12 for the Hut funds and £1332.33 for Group funds. These include £1000 from The Benefact Group - Movement for Good Award, Open University given in thanks for our support with their graduation event in Ely, and donations from The Gray Lodge in Chatteris and The Chequers in Sutton. Thank you to everyone who has donated, your continued support is highly appreciated.

Ely Community Events Team awarded a generous grant of £800 to the Group from for fencing, hedging and trees. We are very grateful for their support.

In total (without the 5 events mentioned above) the amount raised for the building fund stands at £95,034.83.

Following the project expenditure to date (which included demolition works of the old hut, architects, structural engineer, land purchase solicitors fees and fees relating to planning and building regs), the Group has £65,526.57 in the bank to commence the build or for other campground projects and to form the basis for any large grant applications we can apply for.

Additionally, a donation made in 2021 of £9528 for a specific campground related project is being held in a designated fund until this project can be commenced.

The Group has a potential liability of £1972 for VAT on items purchased where we have issued a S708 VAT Exemption Certificate. Professional advice was sought prior to issuing these certificates however it is prudent to note this potential liability due to the possible length of time between expenditure and the build commencing.

The Group currently has monetary assets of circa £92k with CAF Bank in 2 accounts. Under the Financial Services Compensation Scheme, CAF Bank covers deposits held of up to £85k.

Research has been done and a decision made to open an additional account to cover anything over the £85k already covered by CAF Bank in 2024.

**Jess Groom - Treasurer.**

### **Overall Achievements and the future - A message from the GSL (Group Scout Leader)**

1st Sutton Scout Group has continued to grow during 2023. This is mainly due to the fantastic group of volunteer Leaders who have given up their time, energy, and enthusiasm to provide engaging, exciting and adventurous activities for each of the Sections across the Group, allowing our young people of all ages to gain new skills and grow in confidence. Thank you all – you do an amazing job!

We also thank the Board of Trustees (formerly known as the Executive Committee) for its support – ensuring we, as a registered charity, comply with all our legal obligations, reviewing our Group risk assessments to allow activities, meetings and events to happen throughout the year and for ensuring the funding is available for the equipment needed by our leaders to carry out their roles.

Many thanks also go to the Group supporters and parents of our young people who assist in a number of areas – at weekly meetings, at larger events when we need extra adults or helping at the many fundraising events we organise throughout the year to raise funds for both our general activities and for our much-needed new Scout Hut at Sutton Gault.

The Leaders give up their time because we all love to see the young people in our care to develop as individuals as they progress through the Group – and we have a lot of fun doing it! We hope everyone else who has helped us has also enjoyed the experience!

One of our main hopes and plans for the coming year is to continue to make progress on replacing the Scout Hut at Sutton Gault with a new, fit for purpose building and extended grounds. In the spring of 2023, parents and young people helped to plant up our new area with trees and hedging to give character to our developing campsite area.

At the start of the year, we had one Squirrel Drey, two Beaver Colonies, one Cub Pack and one Scout Troop with around 100 young people in the Group. During the year, a second Squirrel Drey opened, and the Beaver Colonies and Cub Pack had to increase in size to cope with the number of children moving through the Group. By the end of year all Sections were at capacity – with around 130 young people in the Group.

In 2024, we have already planned to open a second Cub Pack and it won't be long before a second Scout Group is needed as well. Whilst this is challenging for us in terms of the number of Leaders we need, this is a great development for the Group. We are, as always, still looking for extra adults to come forward and help us at meetings and events.

The Group continues to be actively involved in our community, taking active roles in the village. celebrations of the Coronation of King Charles III, events run by the Conservation

Society, the Church and Sutton Feast (Picnic in the Park and Sutton Fireworks to name but 2) and, as a result, our Group is well-supported by many people within the village. Thank you!

Finally, we need to say "Thank You" to a number of key people who have helped us in this and previous years.

First, Alison Chaplin stepped down as Group Treasurer at the 2023 AGM but has continued to support the Group while Jess Groom, our new Treasurer got to grips with the role. Jane Green our Group Chair gave notice at our last AGM that she would be stepping down at the next AGM in 2024. These two people have been instrumental in the work done over the last few years in the purchase and development of the new land at Sutton Gault and in the continued plans made for our new building.

Laura Collins our Group Secretary has also given notice to resign at this AGM, due to increased work commitments – she has done a great job, both as Secretary and on the fundraising team.

Ali Wells, was Group Scout Leader (Group Team Leader) at the beginning of the year, but felt the need to step back in September for personal reasons. She continued in the role for the remainder of the year with support from myself. She has recently decided not to remain in that role but will be working on the front line again as a member of the Beaver Team. I also know she will continue to support me as I assume the role of Group Scout Leader.

Elaine Chamberlain  
Group Scout Leader (Group Team Leader)

### **Squirrels Dreys**

2023 has been an incredible year for 1st Sutton Squirrels. We started the year with 24 Squirrels and opened up a 2nd Drey, giving us a total of 36 Squirrels at the end of the year. Squirrels continues to be a popular Section with a substantial waiting list and enquiries from across the district.

Our Squirrels have been busy this year, with several Squirrels gaining their Chief Acorn Award, the highest award in our Section. Squirrels have achieved over 200 badges this year, including their challenge badges, community impact award and hikes away badge! This is on top of the standard Squirrel activity badges which they continue to enjoy achieving.

The biggest highlight of our year was offering 2 sleepover events. The first being in May, with 16 Squirrels over at the Scout Hut in Ely. The sleepover went off without a hitch and our Section Team Leader achieved her permit. The 2nd nights away was during our Group Camp during October at St Ives. More Squirrels took part in this sleepover as our 2nd Drey had recently opened. Providing nights away experiences continue to be a priority for the Squirrels Section.

The Squirrels are supported by a committed and passionate team of leaders including the Section Team Leader, 7 Team Members and a rota of 2 parents for each session. We are also lucky that other leaders within the group attend our Squirrel sessions to help support their transition as they move up through the Group.

We look forward to the next 12months and the adventures ahead for Squirrels and would like to thank everyone who has supported Squirrels from day 1 and beyond.

## **Samantha Sharp - Section Team Leader**

### **Beaver Colonies**

#### Riverbank and Wildwood Beaver Colonies

Over 2023 both Riverbank and Wildwood Beaver Colonies remained at capacity, giving just over 50 children across the two Colonies the 1st Sutton Beaver Scouting experience. During the year the Colonies have delivered a similar programme of activities covering the Snow Sports, Space, Air Activities 1 and Navigator 1 badges to name a few.

Although week to week the Colonies meet separately there are many occasions where the colonies have come together. We have jointly been to the Ski Centre in Norwich, Funday at Gilwell and came together for Group Camp and ended the year with a joint meeting.

In February, we took the majority of the Beavers to the Ski Centre in Norwich which enabled many of them to have an experience Skiing. It was wonderful to see the Beavers resilience and growth in confidence during this activity as this was a first time on ski's for many of the Beavers and some of the adults!

In June, both Riverbank and Wildwood teamed up with the Squirrels and went to Gilwell, our UK Scouting Headquarters for a day of activities. They had the opportunity to complete a vast range of activities. It was a fabulous day for the Beavers where they got to have a go at archery, climbing, bouldering, stomp rockets (even Bertie Beaver got a go and got into some mischief!), rafting and the inflatables which were a firm favourite with everyone. The Beavers had a great day despite it being one of the hottest days of the year and having to queue at length for most of the activities!

In August, the Beavers attended Big Splash. They had an hour Bell Boating where they could gain some time on the water for their Time on the Water Stage 1. The Beavers had a great time and particularly enjoyed jumping in at the end and watching Osprey create a very big splash. I even think Osprey had more fun than the Beavers!

In October, the Colonies came together again for Group Camp with the rest of our Scout Group. We had over 40 attending for the weekend, most opting to stay overnight. This was the first camp for Wildwood and a first night away from home for many of our Beavers. Over the weekend they had the opportunity to have a go at soft archery, den building, stomp rockets, kart racing, obstacle course, craft and the Big Mix Up. It was wonderful to see all of our members mixing for our Big Mix Up allowing the Beavers to meet some of the Cubs and Scouts who they will encounter as they move through their Scouting journeys.

We ended the year with a joint movie night watching Alien Xmas with some hot chocolate. The Beavers thoroughly enjoyed their own cinema experience in Sutton.

7 Bronze Awards have been awarded over the year, the highest award a Beaver can achieve with us. This is incredible and we are set to award even more next year as the Beavers continue through Scouting building up their skills, confidence and resilience to new activities and new opportunities.

We have found that as our membership numbers increase, the Pavilion Centre that we use for Riverbank has become unsuitable for such large numbers. The Leaders have been looking into alternative locations for Riverbank which can facilitate the needs of the Colony.

Over the year, we have had the pleasure of welcoming new Leaders into our Leadership Team allowing us to grow the Sections. It is wonderful to see them growing as leaders and passing on so many new skills to our Beavers. We have also seen Penny stepping back from being Beaver Leader to focus on other things, she is joining us as and when she can, and we look forward to having her with us. We have also said goodbye to Mel (Ratty) and Clair (Badger) who we wished all the luck in their new endeavours.

**Sammi Barrett – Section Team Leader**

### **Cubs Pack**

This year has been a busy one for our Cubs with lots of exciting and new activities for them to try. The Pack has grown throughout the year, reaching 26 members by December 2023. We have also had 3 Leaders join the team and Cubs continues to go from strength to strength.

Cubs started 2023 with a celebration of Chinese New Year which was a great way to welcome new members into our Pack. Spring term also saw a mission to mars session, Pancake Day and a visit to the Fire Station which is a vital community asset that we are always keen to support. Moving into the summer term Cubs we were able to spend a lot more time outside and we enjoyed, Tomahawk and Angel Throwing, a visit to Johnson's of Oldhurst, raft building at Needingworth and an amazing fire by friction session coupled with a Summer BBQ to bring the end of the term to a close.

The Autumn term saw a change of Leadership in Cubs, as Richard Pitt took a step back from being Section Leader but remains actively involved as a team member. A massive thank you to Richard for the many hours he has given to the Group. Richard stepped up to be a Section Leader prior to the Covid Pandemic and brought the Cubs through a difficult time and out the other side as a close-knit group of young people. During the Autumn term Cubs experienced backwoods cooking, a rather long hike, science experiments, celebrated Diwali and made decorations for a Christmas tree display at the Church. Highlights of this term were our Cooking at Ely College session where the Cubs essentially cook a three-course meal and devour it! We ended the term on a high with a Christmas party full of snacks, games, and an indoor snowball fight with 200 fake snowballs.

Autumn term also included The Cub County Challenge Day with Cubs (and Leaders) enjoying the climbing wall, aerial skyline, pioneering, campfire cooking, fire lighting, caving and much more. Then in October we also held a Group Camp which saw all the young people and leaders from our group coming together and experiencing some inter-sectional activities. Our young people thoroughly enjoyed this experience.

Looking ahead to 2024 the Cub Pack continues to grow and after Christmas will be split into two Packs, Borneo Pack and Madagascar Pack and planning has started for a joint Cub and Scout activity Camp."

**Peter Sharp – Section Leader**

### **Scout Troop**

In the Spring term 2023, we concentrated on the World Challenge Badge which included a visit from a local historian for a fun, interactive and informative night. The Leaders learnt a lot too!



In February we had a cold but enjoyable 1 night camp, where we did some pioneering, cooking and air rifle shooting.

In the summer term we enjoyed lots more outdoor activities including fire lighting, backwoods cooking, axe safety, hiking, assault course, archery and tomahawks. The Scouts also challenged members of their family to a game of rounders for Father's Day.

In autumn we concentrated on the Outdoor Challenge badge in preparation for an amazing group camp, with all the Sections from Sutton attending. We finished the year by making paracord Christmas tree decorations and with a session at Clip n Climb.

Our Scout numbers stayed steady throughout 2023 at around 23 members, throughout the year some progressed to Explorers, and we welcomed others from the Cub Section. We continue to meet at Mepal village hall.

At the end of the year Stacey moved house and away from the Leader role and I took it on. We also welcomed a new Section Assistant.

**Kirsty Booth – Section Leader**

### **Snapshot of the Group Census data January 2023**

#### **The Group – GSL**

<b>Group</b>	<b>Age (years)</b>	<b>Number of members</b>	<b>Leaders/Assistants</b>
Squirrels	4-6	28	7
Beavers	6-8	51	6
Cubs	8-10	31	6
Scouts	10-14	20	3

#### **The Board of Trustees Committee**

A Board of Trustees met online and face to face to continue to support the delivery of a programme which can be safely rolled out to our young people, and to ensure we can continue to support our community.

Our main focus in 2023 has been to continue to support and expand our Sections, with the creation of a second Squirrel Drey and planning for a second Cub Pack and to oversee fundraising and ongoing planning for our new Scout and community building and activity field.

We have maintained our community presence and local partnership working with activities such as the Spring village litter pick, Remembrance Day churchyard tidy up, jointly organised village firework event (with Sutton Feast Committee) and catering provision at Picnic in the Park.

We provide regular updates to the community via Sutton village magazine (The Pepperpot), have rationalised our Facebook pages and plan to continue to develop our new website.

#### **New Scout Hut and Activity field Project Update 2023**

## Background

Over a number of years, 1<sup>st</sup> Sutton Scout Group has been working hard to build a new home for its thriving Sections which would also be open for use to the wider community too. The Group also decided it wanted to increase the size of our site to allow for more outdoor activities including camping and bought 0.5acre of adjacent land from Sutton Poors Land Charity.

This has been a particular focus for the Board over the last 8 years, previous key milestones included:

- **2015-2016** - Research, and lots of meetings, site visits, prepare plans, assemble team, consider specifications etc.
- **2017** – Launched our new project and fundraising
- **August 2018** – Exec agreed to buy the adjacent land.
- **March 2019** – Submit our planning application.
- **July 2019** - Received planning permission for our new building and change of use of land. (Ref 19/00364 FUL)
- **August 2021** – Demolition of the old hut following submission of notice to ECDC.
- **December 2021** – Planning application submitted and approved to discharge condition 10 (foul and surface water drainage)
- **June - July 2022** - Submitted Building regulations for our new building.
- **July 2022** – Planning application submitted and approved to discharge our pre-commencement planning conditions (Conditions 6 Travel plan, condition 8 soft landscaping, condition 9 biodiversity).
- **July 2022**– Completed the purchase of the land.
- **June- July 2022** - Planning Permission and Building Regulations implemented and permissions/ regulations kept alive by starting to use the land for scouting activities and laying of pipework inspected by ECDC Building Control.
- **December 2022** – New fencing erected along our rear boundary.

## Year 2023

- **Jan 2023** – site clearance and preparation.
- **March 2023** – A 70m hedge and 8 trees are planted by our young people, parents and members of Sutton Conservation Society. Watering system and rota arranged to maintain hedge during summer months.
- **April 2023** – Land sprayed off in anticipation for land preparation and seeding, and discussions held with a potential architect about next application (for outdoor shelter and welfare building)
- **Summer 2023** – further work on the project temporarily paused pending change in GSL and to prioritise Board's focus on Group development.

## 2024

- We are now looking to pick up and prioritise this project again in 2024 to achieve our ambition for a much-needed new Scout and community building and associated activity field.

## SECTION 5: FINANCIAL REVIEW

### Charity 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 for at least the forthcoming year ahead.

The Board considers the Group's budget annually to enable it to meet its charitable objectives.

In 2023 the Group held general reserves of approximately £12,779.42. This is the level required for operating expenses.

#### **Investment Policy**

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy for the investment of its funds. All funds are held in deposits using only mainstream banks or building societies.

The Group 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. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn. Before doing so the Group Board considers the cash flow requirements.

#### **Subscription Policy**

The Board of Trustees regularly monitors the level of subscription chargeable to members to ensure that subscriptions to district are met.

During the year (from September 2023) subscriptions were increased to £50 per term. These subscriptions paid by members are used to support the Scouting activities, badges, materials, resources etc, as well as the hire of meeting areas such as The Pavilion, The Glebe and Mepal Village Hall.

#### **Fundraising Policy**

The Group undertakes a variety of fundraising activities to support the objectives of the charity. The purpose for the majority of our fundraising efforts this year has been focussed upon our hut replacement project.

The principal source of fundraising activities during the year includes catering events, our annual village Fireworks event (in partnership with the local Feast committee), annual Christmas draw, Santa's sleigh donations, other generous donations and gift aid claimed on donations received in the previous tax year.

The Board has a sub-group of the committee under the terms of reference. This is to identify and actively pursue local fundraising.

The GSL is exploring a separate lead to take forward sourcing grants, match funding, company sponsorship for the project.

## **SECTION 6: OTHER OPTIONAL INFORMATION**

#### **Plans for future period - Chair**

- Continue to develop a strong and varied programme for our young people and encourage joint planning of programmes between our Leadership Team, including a Group trip to the IWM Museum in London
- Continue to monitor our waiting lists and support young people wanting to move through all our Sections.
- Retain and recruit more Leaders and Assistant Leaders and volunteers to help run our groups.
- Encourage greater volunteer support and participation, particularly from parents in our fundraising activities (we would love to see our new scout and community building built soon!)
- Onboard a new Group Chair and recruit and onboard Group Secretary
- Complete transition from acting to permanent GSL (to be known from now as Lead Volunteer).
- Respond to changes from the Scout Association and their POR about the roles and responsibilities of our Leadership Team and new governance arrangements for the Board of Trustees which come into effect from 1<sup>st</sup> April 2024.
- Maintain and continue to develop strong links with our community with a programme of joint activities working with other village groups e.g. village firework event with Sutton Feast, and Sutton Conservation Society on churchyard and village tidy ups.
- Develop new website and review our communications strategy.
- Audit and replace/ supplement the equipment needed for our growing Scout Group.
- Having fenced our new activity field and planted a hedge and trees, in 2023 we will be preparing and reseeding the land and will be considering what interim facilities we may want until our new building is there and seek planning permission for these.
- Continue to fundraise with a focus on grant applications, and catering events locally.

## SECTION 7: DECLARATION

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

Signed on behalf of the charity's trustees.

**Signature**

*E. J. Green*

**Full Name(s)**

Emma Jane Green

**Position**

Chair of Board of Trustees for 1<sup>st</sup> Sutton ( Cambs) Scout Group

**Date**

6<sup>th</sup> April 2024.

# 1st Sutton Scout Group

## Receipts and payments account

	Year start date		Year end date
For the year from	01.01.23	To	31.12.23

### Receipts and payments

	2023 Unrestricted funds £	2023 Hut Funds £	2023 Total Funds £	2022 Funds £
<b>Receipts</b>				
<b>Donations, legacies and similar income</b>				
Membership subscriptions	15,375	-	15,375	10,475
Donations	1,332	1,693	3,025	2,310
Legacies	-	-	-	-
Gift Aid	3,221	-	3,221	2,729
Other similar income	-	-	-	-
<b>Sub total</b>	<b>19,928</b>	<b>1,693</b>	<b>21,622</b>	<b>15,514</b>
<b>Grants</b>				
Maintenance grant	-	-	-	-
Other grants	800	-	800	-
<b>Sub total</b>	<b>800</b>	<b>-</b>	<b>800</b>	<b>-</b>
<b>Fundraising events (gross)</b>				
Halloween House BBQ	-	-	-	255
Mepal Fete Cake Stall	90	-	90	-
Chequers Quiz Night	259	-	259	-
Christmas Raffle	206	-	206	-
Tea towels	467	-	467	-
Sutton Christmas Fayre	15	-	15	-
Mepal Christmas Fayre	40	-	40	-
Sleigh Event	60	-	60	952
Big Splash	99	-	99	-
Catering	423	-	423	-
Coronation Street Party	552	-	552	-
County Base Camp	560	-	560	-
NHS BBQ	119	-	119	-
Catering package	-	321	-	321
Foss Fete BBQ	563	-	563	-
Quiz Night/Raffle tickets	-	-	-	424
90th Birthday Tea	-	-	-	236
Monthly Cafes	-	-	-	312
County Award Event	55	-	55	107
Recycling collection	-	-	-	264
Groom Wedding	-	-	-	1,001
Newman Wedding	-	-	-	375
Timebank Launch	-	-	-	161
Sutton Sewing Club	-	-	-	394
Beacon Event	-	-	-	253
Sutton Rangers FC BBQ	-	-	-	361
The Big/Small launch	-	-	-	147
Hope Farm	227	-	227	811
Mepal School Fee	-	-	-	154
Wilburton Beer Festival	1,472	-	1,472	890
30th Birthday celebration	-	-	-	464
Caller Wedding	-	-	-	740
Cricket Club BBQ	-	-	-	111
Housden Celebration Event	-	-	-	1,595
Picnic in the Park	432	-	432	461
Fireworks Event	-	-	-	1,025
Clearcom Buffet	107	-	107	219
Fireworks	1,610	-	1,610	1,525
Christmas Fair	-	-	-	10
Grand Draw	-	-	-	880
Afternoon Tea	100	-	100	-
Haddenham Fireworks	1,323	-	1,323	-
Events 2022 included above	-	2,691	-	2,691
<b>Sub total</b>	<b>5,767</b>	<b>-</b>	<b>5,767</b>	<b>14,127</b>
<b>Scout hut income</b>				
Hire of building	-	-	-	-
Hire of equipment	-	-	-	-
Other Scout hut income	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Investment income</b>				
Bank interest	-	1,503	1,503	7
Building Society interest	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	269
Other investment income	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>1,503</b>	<b>1,503</b>	<b>276</b>
<b>Total Gross Income</b>	<b>26,496</b>	<b>3,196</b>	<b>29,692</b>	<b>29,917</b>
<b>Asset and investment sales, etc.</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>26,496</b>	<b>3,196</b>	<b>29,692</b>	<b>29,917</b>

# 1st Sutton Scout Group

## Receipts and payments account

	Year start date		Year end date	Year end date
For the year from	01.01.23	To	0	31.12.23

### Receipts and payments

	2023 Unrestricted funds £	2023 Hut Funds £	2023 Total Funds £	2022 Funds £
<b>Payments</b>				
<b>Charitable Payments</b>				
Membership subscriptions paid on	5,029	-	5,029	3,400
Youth programme and activities	2,232	-	2,232	1,577
Adult support and training	200	-	200	71
Rent	2,760	-	2,760	1,855
Water and Sewerage	-	-	-	-
Electricity and Gas	-	-	-	-
Insurance	489	-	489	406
Repairs and Renewals	85	-	85	329
Materials and equipment	2,358	-	2,358	1,654
Printing and photocopying	5	-	5	26
Uniforms & badges	2,445	-	2,445	1,000
AGM and trustee expenses	416	-	416	208
Hut Specific Activity	-	119	119	16,383
Gifts	-	-	-	-
Haddenham Sleigh	-	-	-	103
Stretham Sleigh	-	-	-	63
Website	180	-	180	91
<b>Sub total</b>	<b>16,200</b>	<b>119</b>	<b>16,319</b>	<b>27,165</b>
<b>Fundraising expenses</b>				
Account fees	77	-	77	99
Account fees other (Virgin, CCVC, Scout manager)	1,018	-	1,018	502
Go cardless	-	-	-	-
Other fundraising costs	-	-	-	-
<b>Sub total</b>	<b>1,095</b>	<b>-</b>	<b>1,095</b>	<b>601</b>
<b>Total Gross Expenditure</b>	<b>17,295</b>	<b>119</b>	<b>17,414</b>	<b>27,766</b>
<b>Asset and investment purchases. etc.</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>17,295</b>	<b>119</b>	<b>17,414</b>	<b>27,766</b>
<b>Net of receipts/(payments)</b>	<b>9,201</b>	<b>3,077</b>	<b>12,278</b>	<b>2,151</b>
<b>Cash funds last year end</b>	<b>18,748</b>	<b>62,319</b>	<b>81,067</b>	<b>78,916</b>
<b>Hut Funds transfer</b>	<b>-</b>	<b>15,156</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>12,793</b>	<b>80,552</b>	<b>93,345</b>	<b>81,067</b>

# 1st Sutton Scout Group

## Receipts and payments account

	Year start date	Year end date	Year end date
For the year from	01.01.23	To	31.12.23

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

	2023 Unrestricted funds £	2023 Hut Funds £	2023 Total Funds £	2022 Funds £
<b>Cash funds</b>				
Bank current account	12,713	-	12,713	4,145
Bank deposit account	-	80,132	80,132	76,702
Building society account	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-
Cash/Floats	80	420	500	220
<b>Total cash funds</b>	<b>12,793</b>	<b>80,552</b>	<b>93,345</b>	<b>81,067</b>
(agree balances with receipts and payments account)				
<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>-</b>	<b>-</b>
<b>Investment assets</b>				
Investment property - detail	-	-	-	-
Quoted investments	-	-	-	-
Other investments - detail	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>				
Badge stock	-	-	-	-
Land and buildings	-	14,534	14,534	14,534
Motor vehicles	-	-	-	-
Scouting equipment, furniture etc	1,714	-	1,714	-
Other	-	-	-	-
<b>Sub total</b>	<b>1,714</b>	<b>14,534</b>	<b>16,248</b>	<b>14,534</b>
<b>Liabilities</b>				
Transfer between accounts due	- 336	336	-	-
Expenses incurred but not invoiced	- 4,951	560	- 5,511	7,123
Gift aid to be transferred	5,273	- 5,273	-	-
Restricted Reserves - Hut Fund	-	9,528	-	-
<b>Sub total</b>	<b>- 14</b>	<b>15,025</b>	<b>- 5,511</b>	<b>7,123</b>
<b>Total net assets</b>	<b>14,493</b>	<b>80,061</b>	<b>104,082</b>	<b>102,724</b>

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

--

Print Name

Chair	Jane Green
Treasurer	Jess Groom

## **Scrutineer's Report to the Trustees of the**

### **1<sup>st</sup> SUTTON SCOUT GROUP**

I report on the accounts of the Group for the year ended 31 December 2023

#### **Respective responsibilities of Trustees and Scrutineer**

As the Group's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

#### **Basis of Scrutineer's Statement**

In accordance with the directions given in the Group's constitution, I have scrutinised the records and the accounts set out on pages 1 to 15.

#### **Scrutineer's Statement**

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.



Victoria Cooper FMAAT (MIP)

Unit 7 E-Space North

181 Wisbech Road

Ely

Cambridgeshire

CB6 1RA

10 May 2024