

# Trustees Annual Report

## From 2022 – 2023 year reported

### 1 Reference and Administration Details

Charity Name: 3<sup>rd</sup> Itchen North Scout Group

Charity Number: 1063370

Scout registration 306101

Principal Address: 19 Brook Road, Bitterne, Southampton SO186AZ

#### 1.1 Trustees

Michael Drake,	Group Chair
Neil Anderson	Group Secretary
Andrew Travis	Group Treasurer
Christopher Draper	Group Scout Leader
Iwona Beckingham	
Mark Eastman	

### 2 Structure, Governance and Management

#### 2.1 Governing Document

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 (POR) of the Scout Association.

#### 2.2 Group Scout Council

The Group Scout Council is the electoral body to which the Group Executive Committee is accountable. Membership of the Group Scout Council is open to:

- Scouters
- Group Active Support Managers and members
- Colony Pack and Troop Assistants
- Skills Instructors
- Administrators
- Advisers

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- Patrol Leaders
- All Parents of Beavers, Cubs and Scouts
- Any other supporters, including former Scouts and their parents, admitted by the Group Scout Leader, the Group Executive Committee or the Group Scout Council
- Explorer Scout Leaders (if stated in a Partnership Agreement).
- the District Commissioner and District Chair are ex-officio members of the Group Scout Council.

### 2.3 Constitution

The Group is a trust established under the Policy, Organisation and Rules of the Scout Association.

It has a constitution agreed by the Group Scout Council, but which is subservient to its governing documents.

### 2.4 Trustee Selection

The trustees are appointed in accordance with the Policy, Organisation and Rules of the Scout Association *and the Group's constitution*.

### 2.5 Group Executive Committee

The Group is led by a Group Scout Leader and managed by a Group Executive Committee. They are accountable to the Group Scout Council for the satisfactory running of the Group.

The Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of their appointment.

Members of the Executive Committee must act collectively as charity Trustees of the Scout Group, and in the best interests of its members to:

- Comply with the Policy, Organisation and Rules of The Scout Association
- Protect and maintain any property and equipment owned by and/or used by the Group
- Manage the Group finances.
- Provide insurance for people, property and equipment.
- Provide sufficient resources for Scouting to operate. This includes, but is not limited to, supporting recruitment, other adult support, and fund-raising activities.
- Promote and support the development of Scouting in the local area.
- Manage and implement the Safety Policy locally
- Ensure that a positive image of Scouting exists in the local community.
- Appoint and manage the operation of any sub-Committees, including appointing a Chair to lead the sub-Committees
- Ensure that Young People are meaningfully involved in decision making at all levels within the Group
- The opening, closure and amalgamation of sections as necessary.
- And all other duties as set out in Policy, Organisation and Rules.

# **Trustees Annual Report**

## **From 2022 – 2023 year reported**

### **2.6 Risk and Internal Control**

The Group Executive Committee has identified the major risks to which they believe the Group is exposed which are:

**These are the minimum risks that should be considered, your Group may have other particular risks that would need to be added.**

#### **2.6.1 Injury to Leaders, Helpers, Supporters or Members**

The Group supports compliance with the Safety Policy and ensures appropriate risk assessment; elimination, reduction and control measures are taken to reduce the likelihood of any injuries.

In addition, through membership fees, the Group contributes to the Scout Association's national accident insurance policy.

#### **2.6.2 Damage to Buildings, Property or Equipment**

The Group would request the use of buildings, property and equipment from neighbouring organisations. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.

#### **2.6.3 Reduced Income from Subscriptions and Fund Raising**

The Group is primarily reliant upon income from subscriptions and hall hire. The Group holds adequate reserves to ensure the continuity of activities should there be a major reduction in income. The committee could also raise the value of subscriptions to increase the Group income either temporarily or permanently.

#### **2.6.4 Reduction or Loss of Leaders**

The Group is totally reliant upon volunteers to run and administer the activities of the Group. If there were a reduction in the number of volunteers to an unacceptable level, then there would have to be a contraction, consolidation or closure of activities or sections.

#### **2.6.5 Reduction or Loss of Members**

If there were a reduction in membership of a particular section or the Group as a whole then there would have to be a contraction, consolidation or closure of a section.

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### 3 Objectives and Activities

The primary objective of the Group is that of the Scout Association generally, namely:

‘To actively engage and support young people in their personal development, empowering them to make a positive contribution to society.’

#### The Values of Scouting

As Scouts we are guided by these values:

- Integrity - We act with integrity; we are honest, trustworthy and loyal.
- Respect - We have self-respect and respect for others.
- Care - We support others and take care of the world in which we live.
- Belief - We explore our faiths, beliefs and attitudes.
- Co-operation - We make a positive difference; we cooperate with others and make friends.

#### The Scout Method

Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:

- enjoy what they are doing and have fun
- take part in activities indoors and outdoors
- learn by doing
- share in spiritual reflection
- take responsibility and make choices
- undertake new and challenging activities
- make and live by their Promise.

The activities of the Group are:

- The provision of the Scouting programme for 4 –14 year old members

### 4 Achievements and Performance

***Brief summary of key activities of the Group as a whole and any key governance activities.***

#### ***Fundraising***

#### ***New sections / group development***

#### ***Building projects***

#### ***Community engagement***

The executive has supported the sections and the group by helping and funding camps, and also subsidising additional camps and trips for the members to attend.

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With the continuation of modernising of the 4 toilets and the purchase of 2 gas cookers this has made the hire of the hall more attractive and more adaptable for what the community needs, to make us more efficient and secure and smart heating system has been installed and a security system has been installed over the year, with the final installation of a defibrillator onto the outside of the hall.

From what has been raised through the hall hire there has been a modernisation on equipment, 3 gas griddles, 2 camping fridges and tents which has enabled the donation of excess equipment to other groups that need more equipment.

### 4.1 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.

## 5 Financial Review

### 5.1 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 12 months running costs, circa £26,000

The Group held reserves of approximately £32,000 against this at year end. ( This includes additional funds allocated for the flat roof repair, scheduled refurbishment of the hall floors and final payment due for the external activities awning being installed. )

### 5.2 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.

## 6 Optional section for any future significant activities or major projects

We are aware our disabled lift is obsolete and although we are managing to keep this maintained at the moment we have a back up plan for getting this replaced if required.

# Trustees Annual Report

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### 7 Declaration

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

Signed on behalf of the charity's trustees:

**Signature:**

**Date:**

Full Name: Christopher Draper

Date : 30/05/24

Position: Group Scout Leader



**Signature:** *Michael Drake*

**Date:** 14<sup>th</sup> April 2024

Full Name: Michael Drake

Position: Group Chair



***If either the GSL or Group Chair roles are vacant the signatories can be other members of the Group Executive***

INCOME	2023	2022	EXPENDITURE	2023	2022
ANNUAL SUBS	17,495.00	14,775.00	SCOUT CAPITATION	5,148.00	3,329.30
			SECTION EXPENSES	2,678.85	1,837.18
			COURSES	844.00	-
FROM SECTIONS	-	1,806.50	INSURANCE	3,092.92	3,079.41
HALL HIRE	18,836.50	9,077.50	EQUIPMENT	702.60	2,397.62
MISC. INCOME	2,319.56	595.00	RIFLES	-	-
GIFT AID	5,470.04	-	MISC.	51.44	1,051.74
CAMPS / TRIPS	8,682.29	5,787.00	HALL MAINTENANCE	8,608.40	8,259.85
HALL DEPOSITS	-	-	RATES	-	202.24
			CAMPS/TRIPS	13,742.59	6,328.86
			MEMB SHACKLET	1,842.00	1,510.30
INTEREST	198.22	13.10	MUSIC LIC	-	236.72
DONATIONS ( in )	405.18	2,695.16	UTILITIES	4,853.84	2,312.57
			UNIFORM/BADGES	1,775.41	1,276.10
			DONATIONS (out )	-	-
			REFUNDS	-	-
			GoCardless fees	1,048.37	741.41
<b>TOTAL</b>	53,406.79	34,749.26			
GROUP					
GRAND TOTAL	53,406.79	34,749.26	TOTAL	44,388.42	32,563.30
TOTAL INCOME	53,406.79	34,749.26			
TOTAL EXPENDITURE	44,388.42	32,563.30			
NETT YEAR	9,018.37	2,185.96	GRAND TOTAL	44,388.42	32,563.30
BALANCE B/FWD1/01	23,274.14	21,088.18	ACC. RIFLES	602.40	369.78
BALANCE AT 31/12	32,292.51	23,274.14	ACC SQUIRRELS	81.11	119.54
			ACC BEAVERS	120.06	120.36
			ACC CUBS	78.82	115.64
			ACC SCOUTS	53.07	120.42
			ACC INVESTED	15,889.66	12,488.83
			ACC BARCLAYS	14,513.55	7,229.42
			ACC HALL HIRE	953.84	2,710.15
			TOTAL	32,292.51	23,274.14

£ - Variance

## Scrutineer's Report to the Trustees of the Itchen North Group Scout Council

I report on the accounts of the 3<sup>rd</sup> Itchen North Scout GROUP for the year ended 31<sup>st</sup> 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

### Scrutineer's Statement

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

Name: .....Karen Hartley.....  
Address: .....22 Rowborough Road .....  
.....Bitterne .....  
.....SO18 4RS.....  
.....  
Date: .....23<sup>th</sup> February 2024 .....



### List of Major Assets

Scout Hall

### List of Group Trustees

Andrew Travis  
Mark Eastman  
Michael Drake