

# 2ND CARLTON COLVILLE SCOUT GROUP

England & Wales - Charity number 1071973

## Details

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**Status** Registered

**Legal form** Other

**Registered** 1998-10-14

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

## Contact

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**Address** 2nd Carlton Colville Scout Group  
Old Church Hall  
Lowestoft Road  
Carlton Colville  
Lowestoft  
Suffolk

**Phone** 07761431306

**Email** [joinus@2ndcarltoncolvillescouts.co.uk](mailto:joinus@2ndcarltoncolvillescouts.co.uk)

**Website** [www.2ndcarltoncolvillescouts.co.uk](http://www.2ndcarltoncolvillescouts.co.uk)

## Activities

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**Objects:** 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

**Activities:** Scouting activities for boys/girls. from age six onwards.

## Classification

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- **How:** Other Charitable Activities
- **What:** Education/training, Disability, Amateur Sport
- **Who:** Children/young People

## Geography

- Area of benefit: SUFFOLK
- Suffolk

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£28,613	£38,032	-	-
2024-03-31	£26,685	£17,674	-	-
2023-03-31	£8,994	£24,437	-	-
2022-03-31	£16,901	£29,452	-	-
2021-03-31	£27,261	£5,625	-	-

## Trustees

Name	Role	Appointed
Richard Stanton	Chair	2020-02-01
Chris Challiss		2023-03-05
Joanne Gunns		2024-09-26
MR A BAILEY		
MR D GREENACRE		
PAUL CARVER		
Patricia Ann Yaxley Hart		2023-03-17
Stephen Hart		2023-04-17

**2ND CARLTON COLVILLE SCOUT GROUP**

England & Wales - Charity number 1071973

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# Accounts

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# Trustees' Annual Report

For the period

From (start date) 

0	1	0	4	2	4
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 to end date 

3	1	0	3	2	5
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## Section A Reference and administration details

Charity name	2nd carlton Colville Scout Group					
Other names the charity is known by						
Registered charity number (if any)	1 0 7 1 9 7 3					
HQ registration number						
Charity's principal address	<table style="width: 100%; border-collapse: collapse;"> <tr><td style="border-bottom: 1px solid black;">Old Church Hall, Lowestoft Road</td></tr> <tr><td style="border-bottom: 1px solid black;">Carlton Colville, Lowestoft</td></tr> <tr><td style="border-bottom: 1px solid black;">Suffolk</td></tr> <tr><td style="text-align: right;">Postcode</td></tr> <tr><td style="border-bottom: 1px solid black; text-align: center;">N R 3 3 8G T</td></tr> </table>	Old Church Hall, Lowestoft Road	Carlton Colville, Lowestoft	Suffolk	Postcode	N R 3 3 8G T
Old Church Hall, Lowestoft Road						
Carlton Colville, Lowestoft						
Suffolk						
Postcode						
N R 3 3 8G T						

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	Stephen Hart		
2	David Greenacre		
3	Richard Stanton		
4	Patricia Hart		
5	Chris Challiss		
6	Andrew Bailey		
7	Paul Carver		
8	Jo Gunns		
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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 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 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.

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 Trustee Board consists of the Chair, Treasurer and 6 Trustees (including 2 Ex Officio Trustees, and 2 co-opted Trustees) and meets every 2 months.

Members of the Trustee Board complete Being a Scouts Trustee learning within the first 6 months of joining the Board.

This Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that gives young people skills for life.



Section B	Structure, governance and management (continued)
	<p><b>Risk and Internal Control (Specimen 1)</b></p> <p>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:</p> <p>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.</p> <p>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.</p> <p>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 Board could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.</p> <p>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.</p> <p>Reduction or loss of members. The Group provides activities for all young people aged 4 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,</p>

consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

**Risk and Internal Control (Specimen 2)**

Section C	Objectives and activities
<p>Summary of the objects of the charity set out in its governing document</p>	<p><b>The Purpose of Scouting</b> Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b> As Scouts we are guided by these values:  <b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.  <b>Respect</b> - We have self-respect and respect for others.  <b>Care</b> - We support others and take care of the world in which we live.  <b>Belief</b> - We explore our faiths, beliefs and attitudes.  <b>Co-operation</b> - We make a positive difference; we co-operate with others and make friends.</p> <p><b>The Scout Method</b> 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>
<p>Summary of the main activities in relation to these objects</p>	<p>We offer a wide range of experiences, including team-building activities that encourage cooperation, communication, and confidence. Outdoor adventures such as hiking, camping, and exploring nature help young people build resilience, problem-solving skills, and a sense of independence.</p> <p>As an active part of the local community, our members contribute through events, service projects, and</p>

contribute through events, service projects, and partnerships that promote responsibility, kindness, and civic pride. Whether learning new practical skills, taking part in

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 grantmaking;
- contribution made by volunteers;
- policy on investments.

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

partnerships, and service projects. Our young people and volunteers have demonstrated real commitment to making a positive impact, further raising the profile of Scouting in Carlton Colville.

We have also been fortunate to receive several grants during the year, which have enabled us to enhance our facilities and deliver an even wider range of activities. These funds have supported improvements that directly benefit our members, helping us offer richer experiences, better equipment, and a safer, more welcoming environment for all.

Overall, the group is in a strong position, with growing membership, increased community involvement, and improved resources that will support our continued development in the year ahead.

**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 Trustee Board considers that the group should hold a sum equivalent to 6 months running costs, circa £7500.

this at year end. This is above the level required for operating expenses. However this can be explained by having been supported in several ways by local councillors and other grant making bodies who have funded several projects and activities.

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

**Section F Other Optional Information**

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

**Section G Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

Stephen Hart	Richard Stanton
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Full name(s)

Stephen Hart	Richard Stanton
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Position (eg Secretary, Chair)

Group Lead Volunteer	Chair
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Date

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2<sup>nd</sup> Carlton Colville Scout Group

Scrutineer's report to the trustees.

I report on the accounts of the group for the year ended 31<sup>st</sup> March 2025

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 requirements of the Charities Act 1993 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and report to you.

Basis of Scrutineer's statement.

In accordance with the direction given in the group's constitution, I have scrutinised the reports and accounts as set out.

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

Name... PAUL CORBETT

Address... 32 BELSFORD ROAD

..... LOWESTOFT

..... SUFFOLK

..... NR32 2JG

.....

Signed  .....

Date... 4/1/26 .....

2<sup>nd</sup> Carlton Colville Scout Group

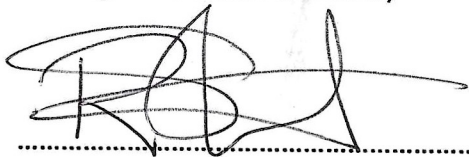
Receipts and Payments account summary for the year ended 31<sup>st</sup> March 2025

	Previous Year	This Year
Total receipts for the year	26684.76	28612.60
TOTAL Payments for the year	17673.57	38032.36
Net receipts/Payments	<b>9011.19</b>	<b>(9419.76)</b>
Cash in the bank brought forward	18929.55	28681.18
Cash carried forward	810.67	70.23
Cash in Bank carried forward	28681.18	19322.90
Cash carried forward	70.23	8.75

The above accounts and accompanying  
Statement of assets and liabilities were  
Approved by the trustees on

7<sup>th</sup> October 2025

And signed on their behalf by



.....



## **2<sup>nd</sup> Carlton Colville Scout Group**

### **Receipts for the year ending 31<sup>st</sup> March 2025**

	Last Year	This Year
Membership subscriptions	6579.29	8825.00
	(3074.00)	(4292.00)
	<b>3505.29</b>	<b>4533.00</b>
<b>Investment Income</b>		
Bank Interest		
Donations	544.53	
Grants	7475.09	8721.24
Fund raising	1825.10	
Camps etc.	1793.94	4046.00
Income tax received		
Hire of Hall	11280.00	8420.00
Sundry receipts inc t-shirts	260.00	2892.36
	<b>23179.47</b>	<b>24079.60</b>
<b>Total Receipts</b>	<b>26684.76</b>	<b>28612.60</b>

2<sup>nd</sup> Carlton Colville Scout Group

Scrutineer's report to the trustees.

I report on the accounts of the group for the year ended 31<sup>st</sup> March 2025

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 requirements of the Charities Act 1993 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and report to you.

Basis of Scrutineer's statement.

In accordance with the direction given in the group's constitution, I have scrutinised the reports and accounts as set out.

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

Name... PAUL CORBETT

Address... 32 BELSFORD ROAD

..... LOWESTOFT

..... SUFFOLK

..... NR32 2JG

.....

Signed  .....

Date... 4/1/26 .....

**2ND CARLTON COLVILLE SCOUT GROUP**

England & Wales - Charity number 1071973

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# Accounts

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# 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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## Section A

## Reference and administration details

Charity name

2nd Carlton Colville Scout Group
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Other names the charity is known by

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Registered charity number (if any)

1071973
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HQ registration number

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Charity's principal address

2nd Carlton Colville Scout Group						
Shaw Avenue						
Carlton Colville						
Postcode	N	R	3	3	8	J Q

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	Richard Stanton	Chairman	
2	Tricia Hart	Treasurer	
3	David Greenacre	Group Lead	
4	Stephen Hart		
5	Chris Challis		
6	Paul Carver		
7	Andrew Bailey		
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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 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 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.

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 Trustee Board consists of the Chair, Treasurer and 6 Trustees and meets every 2 months.

Members of the Trustee Board complete Being a Scouts Trustee learning within the first 6 months of joining the Board.

This Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that gives young people skills for life.

**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.

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 Board 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 4 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 (Specimen 2)**

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 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><b>The Purpose of Scouting</b> Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b> As Scouts we are guided by these values:  <b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.  <b>Respect</b> - We have self-respect and respect for others.  <b>Care</b> - We support others and take care of the world in which we live.  <b>Belief</b> - We explore our faiths, beliefs and attitudes.  <b>Co-operation</b> - We make a positive difference; we co-operate with others and make friends.</p> <p><b>The Scout Method</b> 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	
Additional details of the objectives and activities (optional information but encouraged as best practice)	
<p>You <b>may choose</b> to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policy on grantmaking;</li> <li>• contribution made by volunteers;</li> <li>• policy on investments.</li> </ul>	
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

2023/2024 was an extremely productive year for the group. We have seen significant growth in our Beaver Section which in turns has led to both Cubs and Scouts growing in size. All sections have taken part in nights away experiences and have tried activities that are challenging, educational and fun. We've grown our leadership team, welcoming Andrew Hamp into the group, and we're grateful to all parents who have helped out with running sessions for each section both at the hall and out in the community.

The group has also seen a transformation in the building and the outside grounds which continues as we speak. During the year we installed new fencing to the rear garden and in March we carried out improvement works to the main hall, cladding the lower wall and giving it a lick of paint!

We've continued to play an active part in the community. Beavers, cubs and Scouts have all carried out litter picks in the Town. The cubs have also spent time at Carlton Hall Residential Home with the residents. We continue our involvement with Carlton Colville Community Engagement Group which has enabled us to utilise the primary school field and swimming pool. Our participation in the Remembrance Day service at St Peters Church is greatly appreciated by the Church and the residents and staff at Carlton Hall Residential Home.

**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 Trustee Board considers that the group should hold a sum equivalent to X months running costs, circa £X.

The Group held reserves of approximately £X against this at year end. This is above the level/below required for operating expenses. However this can be explained by .....

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 (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives;

	<p><b>Investment Policy (Specimen 1)</b></p> <p>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.</p>
	<p>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. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Trustee Board considers the cash flow requirements.</p>
	<p><b>Investment Policy (Specimen 2)</b></p> <p>The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.</p>

<b>Section F</b>	<b>Other Optional Information</b>
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Plans for future periods (details of any significant activities planned to achieve them)

	<p>Projects moving forward will be to make the group thrive in the community bringing children of all classes, backgrounds to enjoy scouting.</p>
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<b>Section G</b>	<b>Declaration</b>
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The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Richard Stanton	
Position (eg Secretary, Chair)	Chairman	
Date	2 4 0 9 2 4	


2<sup>nd</sup> Carlton Colville Scout Group

Receipts and Payments account summary for the year ended 31<sup>st</sup> March 2024

	Previous Year	This Year
Total receipts for the year	8993.95	26684.76
TOTAL Payments for the year	24436.93	17673.57
Net receipts/Payments	(15442.98)	9011.19
Cash in the bank brought forward	35183.20	18929.55
Cash carried forward		810.67
Cash in the bank carried forward	18929.55	28681.18
Cash carried forward	810.67	70.23
Cash in leaders hands carried forward	775.14	

The above accounts and accompanying statement of assets and liabilities were approved by the trustees on.....24<sup>th</sup> November 2024

And signed on their behalf by.....

Richard Stanton  
  
CHAIRMAN

# INDEPENDENT EXAMINER'S REPORT

Independent examiners report to the trustees of 2nd Carlton Colville Scout Group for the year ended 31<sup>st</sup> March 2024.

## Basis of independent examiner's statement

An examination includes a review of the accounting records kept by the charity and the 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 the committee 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~~\*):

- a. which gives me reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements have not been met; or
- b. 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 brackets if they do not apply.

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

Only complete if the examiner needs to highlight material problems (use a separate sheet as necessary)

Signed  Name PAUL CORBETT

Date 19/11/24

Address 32 BEAESTON ROAD, LOWESTOFT

## Notes:

1. An independent examiner is an independent person who is reasonably believed by the trustees to have the requisite ability and practical experience to carry out a competent examination of the accounts.
2. This person must be someone other than a signatory of the treasurer's or chairman's certificate and must have no direct role in the direction of the fund.

**2<sup>nd</sup> Carlton Colville Scout Group**

**Receipts for the year ending 31<sup>st</sup> March 2024**

	Last Year	This Year
Membership subscriptions	4866.21	6579.29
Less paid	(2193.00)	(3074.00)
	<b>2673.21</b>	<b>3505.29</b>
<b>Investment Income</b>		
Bank Interest		
Donations	1167.43	544.53
Grants	4000.04	7475.09
Fund raising	47.27	1825.10
Camps etc.	461.00	1793.94
Income tax received		
Hire of Hall	645.00	11280.00
Sundry receipts		260.00
	8993.95	23179.47
<b>Total Receipts</b>		<b>26684.76</b>



# 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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## Section A

## Reference and administration details

Charity name

2nd Carlton Colville Scout Group
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Other names the charity is known by

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Registered charity number (if any)

1071973
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HQ registration number

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Charity's principal address

2nd Carlton Colville Scout Group						
Shaw Avenue						
Carlton Colville						
Postcode	N	R	3	3	8	J Q

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	Richard Stanton	Chairman	
2	Tricia Hart	Treasurer	
3	David Greenacre	Group Lead	
4	Stephen Hart		
5	Chris Challis		
6	Paul Carver		
7	Andrew Bailey		
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 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 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.

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 Trustee Board consists of the Chair, Treasurer and 6 Trustees and meets every 2 months.

Members of the Trustee Board complete Being a Scouts Trustee learning within the first 6 months of joining the Board.

This Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that gives young people skills for life.

**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.

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 Board 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 4 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 (Specimen 2)**

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 to ensure that insurable risks are covered.

Section C	Objectives and activities
<p>Summary of the objects of the charity set out in its governing document</p>	<p><b>The Purpose of Scouting</b> Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b> As Scouts we are guided by these values:  <b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.  <b>Respect</b> - We have self-respect and respect for others.  <b>Care</b> - We support others and take care of the world in which we live.  <b>Belief</b> - We explore our faiths, beliefs and attitudes.  <b>Co-operation</b> - We make a positive difference; we co-operate with others and make friends.</p> <p><b>The Scout Method</b> 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>
<p>Summary of the main activities in relation to these objects</p>	<div style="border: 1px solid black; height: 145px;"></div>
<p>Additional details of the objectives and activities (optional information but encouraged as best practice)</p>	
<p>You <b>may choose</b> to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policy on grantmaking;</li> <li>• contribution made by volunteers;</li> <li>• policy on investments.</li> </ul>	<div style="border: 1px solid black; height: 180px;"></div>
<p>Public benefit statement</p>	<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

2023/2024 was an extremely productive year for the group. We have seen significant growth in our Beaver Section which in turns has led to both Cubs and Scouts growing in size. All sections have taken part in nights away experiences and have tried activities that are challenging, educational and fun. We've grown our leadership team, welcoming Andrew Hamp into the group, and we're grateful to all parents who have helped out with running sessions for each section both at the hall and out in the community.

The group has also seen a transformation in the building and the outside grounds which continues as we speak. During the year we installed new fencing to the rear garden and in March we carried out improvement works to the main hall, cladding the lower wall and giving it a lick of paint!

We've continued to play an active part in the community. Beavers, cubs and Scouts have all carried out litter picks in the Town. The cubs have also spent time at Carlton Hall Residential Home with the residents. We continue our involvement with Carlton Colville Community Engagement Group which has enabled us to utilise the primary school field and swimming pool. Our participation in the Remembrance Day service at St Peters Church is greatly appreciated by the Church and the residents and staff at Carlton Hall Residential Home.

**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 Trustee Board considers that the group should hold a sum equivalent to X months running costs, circa £X.

The Group held reserves of approximately £X against this at year end. This is above the level/below required for operating expenses. However this can be explained by .....

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 (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives;

<p><b>Investment Policy (Specimen 1)</b></p> <p>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.</p> <p>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. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Trustee Board considers the cash flow requirements.</p> <p><b>Investment Policy (Specimen 2)</b></p> <p>The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.</p>
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**Section F Other Optional Information**

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

<p>Projects moving forward will be to make the group thrive in the community bringing children of all classes, backgrounds to enjoy scouting.</p>
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**Section G Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)	<input type="text"/>
Full name(s)	Richard Stanton
Position (eg Secretary, Chair)	Chairman
Date	2 4 0 9 2 4

**2ND CARLTON COLVILLE SCOUT GROUP**

England & Wales - Charity number 1071973

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# Accounts

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**2<sup>nd</sup> Carlton Colville Scout Group**

**Reports and accounts for the**

**Year ended: 31<sup>st</sup> March 2021**

**2<sup>nd</sup> Carlton Colville Scout Group**

**Receipts and payments account summary for the year ended 31<sup>st</sup> March 2021**

	<u>This year</u>	<u>previous year</u>
Total receipts for the year	£27261.88	£14646.31
Total payments for the year	£5625.90	£13968.18
Net receipts/ (payments)	£21635.98	£678.13
Cash at bank brought forward	£26097.55	£25419.42
Cash at bank carried forward	£47733.53	£26097.55
Cash in leaders hands carried forward	£452.29	£719.37

The above accounts and accompanying statement of assets and liabilities were approved by the trustees on 1<sup>st</sup> July 2021.....

And signed on their behalf by: [Signature].....

2<sup>nd</sup> Carlton Colville Scout Group

Receipts for the year ended 31<sup>st</sup> March 2021

	<u>This year</u>	<u>previous year</u>
Membership subscriptions	£296.00	£8985.00
(Less paid)	<u>£1865.50</u>	<u>£2668.00</u>
-	<u>£1569.50</u>	<u>£6317.00</u>
Investment Income	-	-
Bank Interest	-	-
Donations	£352.42	£31.25
Grants	£21598.86	£1042.50
Fundraising	-	£2251.16
Camps etc	-	£4649.38
Income Tax Received	£6792.82	-
Sundry Receipts	<u>£87.28</u>	<u>£355.02</u>
-	<u><u>£27261.88</u></u>	<u><u>£14646.31</u></u>

**2<sup>nd</sup> Carlton Colville Scout Group**

**Payments for the year ended 31<sup>st</sup> March 2021**

	<u>This year</u>	<u>previous year</u>
<b>Premises-</b>	-	-
Running costs	£1804.59	£1887.83
Insurance	£1412.69	£1367.74
Repairs and Renewals	£568.47	£72.39
-	<u>£3785.75</u>	<u>£3327.96</u>
 <b>Activities-</b>		
Camps/training etc	-	£4689.27
Fund raising	-	£555.74
Sectional expenses	£74.00	£3356.60
Purchase of equipment	£1707.65	£1332.17
Sundry expenses	£58.50	£706.44
-	<u>£5625.90</u>	<u>£13968.18</u>

**2<sup>nd</sup> Carlton Colville Scout Group**

**Statement of assets and liabilities at 31<sup>st</sup> March 2021**

	<u>This year</u>	<u>previous year</u>
<b>Monetary assets-</b>		
Bank account A/C	£47733.53	£26097.55
In leaders hands	£452.29	£719.37
<b>Other monetary assets-</b>		
Tax claim	-	-
Buildings	£270502.00	£261354.00
Equipment etc	£13753.00	£13335.00

2<sup>nd</sup> Carlton Colville Scout Group

Scrutineer's report to the trustees.

I report on the accounts of the group for the year ended 31<sup>st</sup> March 2021.

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 1993 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and report to you.

Basis of Scrutineer's statement.

In accordance with the direction given in the group's constitution, I have scrutinised the reports and the accounts set out.

Scrutineer's statement.

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

Name .....JEAN CALVER.....

Address.....27 BEVERLEY CLOSE.....

.....DULTON BROAD.....

.....LOWESTOFT, SUFFOLK NR33 8QQ.....

.....J. M. Calver.....

Dated.....20<sup>th</sup> MAY 2021.....