

Trustees' Annual Report

For the period

From (start date)

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to end date

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Section A

Reference and administration details

Charity name

2nd Carlton Colville Scout Group

Other names the charity is known by

Registered charity number (if any)

1071973

HQ registration number

Charity's principal address

2nd Carlton Colville Scout Group

Shaw Avenue

Carlton Colville

Postcode

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Names of the charity trustees who manage the charity

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

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	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.

Section B	Structure, governance and management (continued)
	<p data-bbox="600 284 1082 313">Risk and Internal Control (Specimen 1)</p> <p data-bbox="600 318 1334 477">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 data-bbox="600 517 1334 741">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 data-bbox="600 781 1334 904">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 data-bbox="600 945 1334 1169">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 data-bbox="600 1209 1334 1433">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 data-bbox="600 1473 1334 1664">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.</p> <p data-bbox="600 1704 1082 1733">Risk and Internal Control (Specimen 2)</p> <p data-bbox="600 1738 1334 1895">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.</p>

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

Section D**Achievements and performance**

Summary of the main achievements of the charity during the year

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)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none">• the charity's principal sources of funds (including any fundraising); <ul style="list-style-type: none">• how expenditure has supported the key objectives of the charity; <ul style="list-style-type: none">• investment policy and objectives;	<div>Investment Policy (Specimen 1)<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></div> <div><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></div> <div>Investment Policy (Specimen 2)<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></div>
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Section F	Other Optional Information
<p>Plans for future periods (details of any significant activities planned to achieve them)</p>	<p>Projects moving forward will be to make the group thrive in the community bringing children of all classes, backgrounds to enjoy scouting.</p>

Section G	Declaration
<p>The trustees declare that they have approved the trustees' report above</p>	
<p>Signed on behalf of the charity's trustees</p>	
Signature(s)	<div></div>
Full name(s)	<div>Richard Stanton</div>
Position (eg Secretary, Chair)	<div>Chairman</div>
Date	<div>240924</div>


2nd Carlton Colville Scout Group

Receipts and Payments account summary for the year ended 31st 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.....24th 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 31st 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

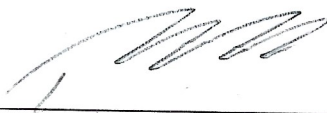
In connection with my examination, no matter has come to my attention (~~other than that disclosed below~~*):

- 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 BARNSTON 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.

2nd Carlton Colville Scout Group**Receipts for the year ending 31st March 2024**

	Last Year	This Year
Membership subscriptions	4866.21	6579.29
Less paid	(2193.00)	(3074.00)
	2673.21	3505.29
Investment Income		
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
Total Receipts		26684.76

2nd Carlton Colville Scout Group

Payments for the year ended 31st March 2024[illegible]

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HQ registration number

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Section C	Objectives and activities
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Quantify and explain any designations

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

Further financial review details (optional information)

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Section G	Declaration
<p>The trustees declare that they have approved the trustees' report above</p>	
<p>Signed on behalf of the charity's trustees</p>	
Signature(s)	<div></div>
Full name(s)	<div>Richard Stanton</div>
Position (eg Secretary, Chair)	<div>Chairman</div>
Date	<div>240924</div>