



## **1<sup>st</sup> Henfield Scout Group – Annual Report 2023/24**

Welcome to this year's annual report.

1<sup>st</sup> Henfield Scouts, and all the sections that make up the group, have had another very busy and successful year, and I would like to thank the leaders and the volunteers for all their hard work and support in the planning and delivering of section programmes that enable our young people to experience new challenges and have fun.

This last year has been a period of change within the Scout Association as the governance arrangements were strengthened to meet the Charity Commission's guidance. As such the 1<sup>st</sup> Henfield Scouts Executive Committee transitioned to a Trustee Board and took on the role of the governance body, so allowing the operational teams, led by our GSL Mark Williams, to focus on the sharp end of scouting and working with all our young members.

As the Trustee Board has developed during this year, we have prioritised making sure we all continue to act safely and making sure we provide support to our leaders and volunteers for them to be safe. We push forward into the next year with objectives around further enhancing the programmes for all sections, providing more activities which young members may not experience otherwise. Also, we're enhancing the way we collaborate with our fellow Henfield groups, such as schools, football clubs and other community groups so we can support each other's events. Additionally, we have commenced being more vocal about broadcasting the fun, enjoyment and learning that Scouting brings by launching our new website (please take a look), having more support with our social media, and a developing strategy on how to use film and photos across platforms to not only show parents what their children are up to, but also our friends, colleagues and neighbours.

The Trustee Board also has a few spaces open at the moment for people to join who feel they might have some time for a few evenings a month and we sought nominations to our Trustee Board prior to the AGM and I hope that anyone who wished to nominate themselves had the opportunity to do so. There will be further opportunities to join the Board each year, so please think about whether you have skills and expertise that would be useful to us and if so, please drop me an email, or catch me at the AGM and we can talk about it.

I would like to thank all our old Executive management team, and those that have been involved in the new Trustee Board for their time and dedication to supporting the Group. In particular Frazer Pattenden who was a very active part of both but unfortunately had to step away being Trustee Chair earlier this year due to personal reasons. Additionally at the end of March, our financial year, we said goodbye to our Treasurer, Graham Denyer, who has been our treasurer for the last 39 years! Prior to that he had been involved in scouting all his life as a scout and helper. We thank both of you very much for all your hard work and dedication to the vital roles you have played.

We have some changes as well to the Trustee Board, with our new Treasurer, Gayle Williams, from the beginning of April. Gayle is no stranger to the 1<sup>st</sup> Henfield Scouts having previously been a Beaver leader and very successful scout leader in the Group. Gayle will be spear-heading updates to our financial management of the group and sections easier, quicker, and more transparent to support our leaders in the running of their sections.

Lastly, we have a role change for Emma Oliver-Taylor, who carried out the role of Secretary for the Executive Committee and Trustee Board. Following a change by the Scouts Association the Secretary role of the Trustee



Board changes from a role that can vote, to an administrative role that still drives the Board forward and gives key support to both operational and governance teams, but no longer partakes in votes. We are very lucky that Emma wishes to continue in the role as her support and knowledge has been vital in the success of this last year.

We are still also actively looking for more adult volunteers to work with our sections. We need volunteers to particularly support the Monday and Wednesday Scouts but also welcome more volunteers to all groups. These sections have experienced leaders who are able to support new adult volunteers and there is also a brilliant training programme in place if you want to take on a larger role, although your help on an ad-hoc basis is very welcomed.

Volunteering can be an excellent way to boost your mental wellbeing, it's also a great feeling knowing you're helping young people get skills for life, and I've found you might even learn some things about yourself along the way. If you can only help occasionally, that's okay, we appreciate any time you can spare. Talk to any of the leaders, or contact me directly if you want to find out more!

*Giles Welsh*  
*(Group Chair)*

**Report & Accounts  
for the year ended  
31<sup>ST</sup> MARCH 2024**



**1<sup>st</sup> HENFIELD SCOUT GROUP – ADUR VALLEY DISTRICT**

**TRUSTEE BOARD – Elected / Appointed**

GROUP CHAIRPERSON

MR F PATTENDEN

GROUP SECRETARY

MRS E OLIVER-TAYLOR

GROUP TREASURER

MR G J DENYER

**TRUSTEE BOARD – Ex- Officio**

GROUP SCOUT LEADER

MR M WILLIAMS

DEPUTY GROUP SCOUT LEADER

MR J MORLEY

DEPUTY GROUP SCOUT LEADER

MS K MORRISON

SCOUT LEADER (2007 Troop)

MR R TIA CHIDLOW

Co-Opted:

TRUSTEE

MR G WELSH

TRUSTEE

MRS G WILLIAMS (part-year)

**BANKERS:**

GROUP NATWEST BANK

SECTIONS SANTANDER UK & NATWEST BANK

Group Registration Number with the Scout Association 6430

Charity Registration Number 1077552

**1st HENFIELD SCOUT GROUP - ADUR VALLEY DISTRICT**

**Receipts & Payments Account summary for the year ended 31st March 2024**

	2023-24	2022-23
	£	£
Total receipts for the year	<u>28520.20</u>	<u>23051.31</u>
Total payments for the year	<u>19,321.90</u>	<u>22,325.50</u>
Net receipts (payments) for the year	<u>9198.30</u>	<u>725.81</u>
Cash, bank and similar funds brought forward	<u>41668.17</u>	<u>40942.36</u>
Cash, bank and similar funds carried forward	<u>£50,866.47</u>	<u>£41,668.17</u>

**1st HENFIELD SCOUT GROUP - ADUR VALLEY DISTRICT****Receipts for the year ended 31st March 2024**

	2023-24	2022-23
	£	£
<b>MEMBERSHIP SUBSCRIPTIONS</b>		
Group Membership Subscriptions	17,598.00	13,008.00
Registration Fees	430.00	520.00
	<u>18,028.00</u>	<u>13,528.00</u>
<b>INVESTMENT INCOME RECEIVED</b>		
Bank Interest - Group	462.82	142.50
Bank Interest - Sections	0.00	0.00
	<u>462.82</u>	<u>142.50</u>
<b>DONATIONS / GRANTS</b>		
Group Donations	796.00	657.40
Section Donations	0.00	0.00
	<u>796.00</u>	<u>657.40</u>
<b>ACTIVITIES</b>		
Group Activities	0.00	0.00
Section Activities	571.40	1,744.00
Section Camps	4,736.72	4,056.00
	<u>5,308.12</u>	<u>5,800.00</u>
<b>FUND RAISING (gross)</b>		
Group	273.02	0.00
Sections	0.00	0.00
	<u>273.02</u>	<u>0.00</u>
<b>OTHER INCOME</b>		
Gift Aid recovered on subscriptions	3,001.16	2,540.98
WSC Scouts, Squirrels startup grant	500.00	0.00
Insurance settlement claim on outbuilding	0.00	0.00
	<u>3,501.16</u>	<u>2,540.98</u>
<b>SUNDRY RECEIPTS</b>		
Group sundry receipts	92.43	372.43
Section sundry receipts	58.65	10.00
<b>TOTAL RECEIPTS FOR THE YEAR</b>	<u>£28,520.20</u>	<u>£23,051.31</u>

**1st HENFIELD SCOUT GROUP - ADUR VALLEY DISTRICT****Payments for the year ended 31st March 2024**

	2023-24	2022-23
	£	£
<b>PREMISES</b>		
Water Rates	0.00	280.86
Energy (Lighting and Heating)	0.00	209.46
Equipment and Public Liability Insurance	1,563.88	2,316.04
PAME Insurance	52.00	0.00
HDC Rates	0.00	24.32
Repairs & Maintenance	342.97	0.00
Meeting Location Hire	1,400.00	820.00
	<u>3,358.85</u>	<u>3,650.68</u>
<b>DONATIONS / GRANTS</b>		
Group	130.00	1,500.00
Sections	0.00	0.00
	<u>130.00</u>	<u>1,500.00</u>
<b>ACTIVITIES</b>		
Group	353.52	293.46
Section Activities	1,332.22	1,610.16
Section Camps	3,470.62	3,944.87
	<u>5,156.36</u>	<u>5,848.49</u>
<b>FUND RAISING EXPENSES</b>		
Group	0.00	0.00
Sections	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
<b>ADMIN/ESTABLISHMENT EXPENSES</b>		
HQ, County & District Capitation Fees	6,888.00	5,967.00
Group Administration	6.00	17.38
Section Administration	93.32	41.98
Section Meeting Expenses	570.50	530.56
Courses and Training	180.00	70.00
Group Web Site Domain	39.00	34.79
	<u>7,776.82</u>	<u>6,661.71</u>
<b>OTHER EXPENSES</b>		
Leaders Uniform Allowance	475.80	295.10
Registration Expenses	252.40	399.00
Squirrel Section startup cost	821.25	0.00
Hut site clearance & termination of Lease	0.00	1,560.00
	<u>1,549.45</u>	<u>2,254.10</u>
<b>PURCHASE OF CAPITAL EQUIPMENT</b>		
Group Equipment	120.81	562.47
Section Equipment	21.95	378.95
	<u>142.76</u>	<u>941.42</u>
<b>PURCHASE OF BADGES</b>		
Group	453.78	213.10
Sections	604.60	804.19
	<u>1,058.38</u>	<u>1,017.29</u>
<b>SUNDRY PAYMENTS</b>		
Group	124.08	360.32
Sections	25.20	91.49
	<u>149.28</u>	<u>451.81</u>
<b>TOTAL PAYMENTS FOR THE YEAR</b>	<u>£19,321.90</u>	<u>£22,325.50</u>

**1st HENFIELD SCOUT GROUP - ADUR VALLEY DISTRICT**

**Statement of Assets & Liabilities for the year ended 31st March 2024**

	2023-24	2022-23
	£	£
<b>MONETARY ASSETS</b>		
Bank Current Account - Group	<u>9725.08</u>	<u>8960.16</u>
Bank Deposit Account - Group	<u>38773.32</u>	<u>30045.54</u>
Bank Current Accounts - Sections	<u>2339.81</u>	<u>2579.45</u>
Cash in hand	<u>28.26</u>	<u>83.02</u>
	<u>£50,866.47</u>	<u>£41,668.17</u>
 <b>NON-MONETARY ASSETS</b> Assets for Charity's own use		
Group Badge & Scarf stock	<u>63.25</u>	<u>0.00</u>
Section Badge stock	<u>35.00</u>	<u>48.00</u>
Scouting equipment, furniture, etc.	<u>32277.00</u>	<u>16000.00</u>
	<u>£32,375.25</u>	<u>£16,048.00</u>

# Independent Examiner's Report to the Trustees of the

## 1<sup>st</sup> HENFIELD SCOUT GROUP – ADUR VALLEY DISTRICT

On the accounts of the Group for the year ended 31<sup>st</sup> March 2023 which are set out on pages 3 to 6

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

### Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a 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 trustees 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Name: Laura Preston

Qualification: MAAT

Address: The barn, Golden Square

Henfield

West Sussex BN5 9DP

Date: 21/7/24

**Report & Accounts  
for the year ended  
31<sup>ST</sup> MARCH 2024**



**1<sup>st</sup> HENFIELD SCOUT GROUP – ADUR VALLEY DISTRICT**

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Date: 21/7/24