

# 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

1st Castleberg (Settle) Scout Group

Other names the charity is known by

Registered charity number (if any)

1 0 8 6 0 9 3

HQ registration number

1 7 7 2 6

Charity's principal address

The Drill Hall

Castlebergh Lane, Settle

North Yorkshire

Postcode

B D 2 4 9 E 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	Cherry Flitcroft	Chair	
2	Tom Littlefield	Treasurer	4/11/2024
3	John Hall	Treasurer	up to 11/04/2024
4	Carole Ogilvie	Secretary	
5	Daniel Nelson	Scout Leader	
6	Simon Shaw	Cub Leader	
7	Hannah Eustace	Beaver Leader	up to 4/08/2024
8	Jane Nelson		
9	Paul Cochrane		
10	Jenny Wilson		
	Catherine Tazzyman	District Lead Volunteer	
11		Acting GSL	7/2/2023
12	John Hall		from 11/04/2024

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
District Trustee	Sue Haddrill	<a href="mailto:sue.haddrill@nys.org.uk">sue.haddrill@nys.org.uk</a>
District Chair	Dick Chalmers	<a href="mailto:rmcipd@globalnet.co.uk">rmcipd@globalnet.co.uk</a>
District Explorer Scout Commissioner	James Armstrong	<a href="mailto:SIESUnit@gmail.com">SIESUnit@gmail.com</a>

**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 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 9 Trustees (including 1 Ex Officio Trustee) 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</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 church halls or other community venues in the town. 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 6 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>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
<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>The Activities that have been carried out by all sections are based on them attaining Challenge awards and activity badges which give a well rounded program thus developing skills for life which is the object of Scouting To gain their Bronze award, Beavers complete 6 challenge awards:-My Adventure, My Outdoors, Personal, My Skills, Teamwork and My World. Plus 4 Activity Badges.  To gain Silver award, Cubs Complete 7 Challenge awards:-Our Adventure, Our Outdoors, Personal, Our Skills, Teamwork, Our World, Team leader. Plus 6 Activity Badges  To gain Gold award, Scouts complete 9 Challenge awards:-World, Skills, Creative, Outdoors, Adventure, Expedition, Teamwork, Team Leader Personal.</p>
<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 grant making;</li> <li>• contribution made by volunteers;</li> <li>• policy on investments.</li> </ul>	<p>Policy on grant making:- Through the generosity of a supporter and fund raising activities, a hardship fund enables the Group to provide a grant for subs and extra activities, such as camps, to enable children whose family financial situation would other make it impossible for them to continue.</p> <p>Contribution made by volunteers:- All adults involved in the running of activities and the governance of the Scout Group are volunteers.</p> <p>Policy on investment:- We do not make investments.</p>
<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</p>

citizenship or community development headings.

## Section D Achievements and performance

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<p>Summary of the main achievements of the charity during the year</p>	<p>Through a variety of fund raising initiatives, hiring out of the Group's premises and grant applications, the Group has achieved sufficient funding to start to build a new access to the Group HQ building, including a lift for disabled access and an internal stairway. The Group has maintained a full and varied programme of activities across all 3 sections including weekly sectional meetings, visits, camps, etc., which have enabled the young people to achieve multiple badges and awards. Despite the absence due to illness of the Cub Leader, who was undergoing medical treatment, with the support of the other leaders the Cub section has remained active. The Group has continued to promote good relations with the local community by supporting events and activities within the community.</p>
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<b>Section E</b>	<b>Financial Review</b>
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<p>Brief statement of the charity's policy on reserves</p>	<p><b>Reserves Policy</b></p> <p>The Group's provisional 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 four months running costs, circa £5,000. Policy to be discussed and ratified at the next Trustee Board meeting.</p> <p>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 .....</p>
<p>Quantify and explain any designations</p>	<p>To my knowledge there are no designations in place</p>
<p>Details of any funds materially in deficit (circumstances plus steps to eliminate)</p>	<p>None</p>

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<p>Quantify and explain any designations</p>	<p>To my knowledge there are no designations in place</p>
<p>Details of any funds materially in deficit (circumstances plus steps to eliminate)</p>	<p>None</p>

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<p>Quantify and explain any designations</p>	<p>To my knowledge there are no designations in place</p>
<p>Details of any funds materially in deficit (circumstances plus steps to eliminate)</p>	<p>None</p>

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<p>Quantify and explain any designations</p>	<p>To my knowledge there are no designations in place</p>
<p>Details of any funds materially in deficit (circumstances plus steps to eliminate)</p>	<p>None</p>

Quantify and explain any designations	To my knowledge there are no designations in place
Details of any funds materially in deficit (circumstances plus steps to eliminate)	None

Quantify and explain any designations	To my knowledge there are no designations in place
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Details of any funds materially in deficit (circumstances plus steps to eliminate)	None
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Details of any funds materially in deficit (circumstances plus steps to eliminate)	None
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Further financial review details (optional information)

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"><li>• the charity's principal sources of funds (including any fundraising);</li><li>• how expenditure has supported the key objectives of the charity;</li><li>• investment policy and objectives;</li></ul>	<p><b>Investment Policy</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. .</p>
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Section F	Other Optional Information
Plans for future periods (details of any significant activities planned to achieve them)	Funds are available to build a new entrance with a lift to improve disabled access to the building

Section G	Declaration
The trustees declare that they have approved the trustees' report above	
Signed on behalf of the charity's trustees	
Signature(s)	Cherry Flitcroft      Carole Ogilvie
Full name(s)	Cherry Ann Flitcroft      Carole Jane Margaret Ogilvie
Position (e.g. Secretary, Chair)	Chair      Secretary
Date	0 8 0 8 2 4

# 1st Castleberg (Settle) Scout Group (1086093)

## Receipts and Payments Account

Year start date

Year end date

For the year from	1st April 23	To	30th March 24
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### Receipts and payments

	2023/24			2022/23
	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	£	£	£	£
<b>Receipts</b>				
<b>Donations, legacies and similar income</b>				
Membership subscriptions	6,379			8,971
Donations	249	20,500		1,034
Legacies				-
Gift Aid	1,136			1,610
Other similar income	1,059			1,255
<b>Sub total</b>	<b>8,824</b>	<b>20,500</b>	<b>-</b>	<b>12,869</b>
<b>Grants</b>				
Maintenence grant				-
Restricted Funds 23				250
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>250</b>
<b>Fundraising events (gross)</b>				
Detail 1	14,397	11,641		8,524
Detail 2				-
Detail 3				-
Other fundraising activities				-
<b>Sub total</b>	<b>14,397</b>	<b>11,641</b>	<b>-</b>	<b>8,524</b>
<b>Scout hut income</b>				
Hire of building	3,406			3,820
Hire of equipment				-
Other Scout hut income				-
<b>Sub total</b>	<b>3,406</b>	<b>-</b>	<b>-</b>	<b>3,820</b>
<b>Investment income</b>				
Bank interest				-
Building Society interest	2,108			213
The Scout Association Short Term Investment Service				-
Other investment income				-
<b>Sub total</b>	<b>2,108</b>	<b>-</b>	<b>-</b>	<b>213</b>
<b>Total Gross Income</b>	<b>28,735</b>	<b>32,141</b>	<b>-</b>	<b>25,676</b>
<b>Asset and investment sales, etc.</b>				-
<b>Total receipts</b>	<b>28,735</b>	<b>32,141</b>	<b>-</b>	<b>25,676</b>



# 1st Castleberg (Settle) Scout Group (1086093)

## Receipts and Payments Account

Year start date

Year end date

For the year from	1st April 23	To	30th March 24	
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### Receipts and payments

	2023/24			2022/23
	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	£	£	£	£
<b>Payments</b>				
<b>Charitable Payments</b>				
Membership subscriptions paid on (National/County/Area/District)	7,926			-
Youth programme and activities	356			711
Extra Activities eg camping/trips	101	1,974		1,372
Books, Badges & Neckers	1,120			905
Teleohone	834			728
Council Tax	60			90
Printing, photocopying & stationery				48
Water and Sewerage	607			553
Electricity and Gas	2,460			1,601
Insurance	1,446			1,279
Repairs and Renewals	2,966			1,410
Cleaning	531			627
Sundry Expenses	178			460
Fundraising Comittee Expenses	52			207
Bank Charges	103			121
Extension Works		21,000		-
<b>Sub total</b>	<b>18,741</b>	<b>22,974</b>	<b>-</b>	<b>10,112</b>
<b>Fundraising expenses</b>				
Detail 1				-
Detail 2				-
Detail 3				-
Restricted Funds 23				594
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>594</b>
<b>Total Gross Expenditure</b>	<b>18,741</b>	<b>22,974</b>	<b>-</b>	<b>10,706</b>
<b>Asset and investment</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>18,741</b>	<b>22,974</b>	<b>-</b>	<b>10,706</b>
<b>Net of receipts/(payments)</b>	<b>9,994</b>	<b>9,167</b>	<b>-</b>	<b>14,970</b>
<b>Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds last year end</b>	<b>112,161</b>	<b>-</b>	<b>-</b>	<b>97,191</b>
<b>Cash funds this year end</b>	<b>122,155</b>	<b>9,167</b>	<b>-</b>	<b>112,160</b>

# 1st Castleberg (Settle) Scout Group (1086093)

## Receipts and Payments Account

Year start date

Year end date

For the year from	1st April 23	To	30th March 24
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### Statement of assets and liabilities at the end of the year

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Xst X 200Y Total funds
	£	£	£	£	£
<b>Cash funds</b>					
Bank current account	3,391			3,391	7,121
Bank deposit account				-	-
Building society account	105,294	22,638		127,932	105,000
The Scout Association Short Term Investment Service				-	-
Unpaid Invoice					40
Cash/Floats				-	-
<b>Total cash funds</b>	<b>108,685</b>	<b>22,638</b>	<b>-</b>	<b>131,323</b>	<b>112,161</b>
(agree balances with receipts and payments a/c)	agreement error	agreement error	ok	agreement error	agreement error
<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>-</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>-</b>
<b>Non monetary assets for</b>					
Badge stock	-	-	-	-	-
Shop stock	-	-	-	-	-
Other stock	-	-	-	-	-
Land and buildings	30,000	-	-	30,000	30,000
Motor vehicles	-	-	-	-	-
Scouting equipment, furniture etc	-	-	-	-	-
Other	-	-	-	-	-
<b>Sub total</b>	<b>30,000</b>	<b>-</b>	<b>-</b>	<b>30,000</b>	<b>30,000</b>
<b>Liabilities</b>					
Accounts not yet paid	-	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-	-
Subscriptions not yet paid	-	-	-	-	-
Loan - detail	-	-	-	-	-
Other liabilities	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total net assets</b>	<b>138,685</b>	<b>22,638</b>	<b>-</b>	<b>161,323</b>	<b>142,161</b>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 13th June 2024 (the date of the Trustee Board meeting that approved the accounts) and signed on their behalf by

Signature

Print Name

Chair



**Independent Examiner's Report to the Trustees**  
of  
1^ Castleberg (**Settle**) **Scout** Group

I report on the accounts of 1^ Castleberg (Settle) Scout Group for the year ended 31\* March 2024 together with the Statement of Assets and Liabilities as at 31^ March 2024.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act).

It is our responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to our attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the 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 you as 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 matter has come to my attention:

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mrs Diane Wellock

Chartered Accountant

Unit 24, Skipton Auoion  
Mart Gargrave Road  
Skipton  
North Yorkshire  
BD23 1UD