

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

3rd Newbury Scout Group

Other names the charity is known by

Registered charity number (if any)

1 0 9 1 1 9 3

HQ registration number

1 0 0 1 1 3 3 9

Charity's principal address

Scout Hut
Poplar Place
Newbury
Postcode R G 1 4 1 N A

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	Jan Large	Chairman	01/04/22 - 31/03/23
2	Tom Seward	Treasurer	01/04/22 - 31/03/23
3	Laura Iaschi	Secretary	01/04/22 - 31/03/23
4	Amanda Batehup	GSL	01/04/22 - 31/03/23
5	Andy Barr	AGSL	01/04/22 - 31/03/23
6	Nicholas March	AGSL	01/04/22 - 31/03/23
7	Michael Bailey	Parent Representative	01/04/22 - 31/03/23
8	Sarah Barr	Parent Representative	01/04/22 - 31/03/23
9	Claire Green	Parent Representative	01/04/22 - 10/07/22
10	Michael O'Donnell	Parent Representative	10/07/22 - 31/03/23
11	Sarah Corsham	Beaver Leader	10/07/22 - 31/03/23
12	Alison Cutts	Scout Leader	10/07/22 - 31/03/23
13			
14			
15			
16			
17			
18			
19			
20			

Names and addresses of advisers (optional information but encouraged as best practice)

Type of advisor	Name	Address
Bank	Barclays	23-26 Park Way Newbury RG14 1AY
Solicitor	S. Durrant, Gardner Leader	20-24 Market Place Newbury RG14 5BA
Independent Examiner	P. Dann	Copse Hill, Fishers Lane Cold Ash Thatcham, RG18 9NG

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 Executive Committee, 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 Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leaders, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every 2 months.

Members of the Executive Committee complete '*Essential Information for Executive Committee, Trustee Induction, Safety, Safeguarding, and GDPR*' training within the first 5 months of joining the committee.

This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:

The maintenance of Group property;

The raising of funds and the administration of Group finance;

The insurance of persons, property and equipment;

Group public occasions;

Assisting in the recruitment of leaders and other adult support;

Appointing any sub committees that may be required;

Appointing Group Administrators and Advisors other than those who are elected.

Risk and Internal Control

The Group Executive Committee 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 Committee 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. Historic lockdowns due to Covid-19 have presented challenges and we have suffered a reduction in the number of leaders. However, in the past year new leaders have been brought on board and our remaining leaders are working hard to offer a complete programme to all members. If leader numbers reduce 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 as has been seen with the Scout sections.

Reduction or loss of members. The Group provides activities for all young people aged 6 to 14. 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.

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>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	<p>This year has seen the first full year of normality after the restrictions imposed by the pandemic. This has been a welcome change to all members of the Group and our sections are once again participating in activities such as camping, watersports and inter-group competitions. Despite this, it has been a challenging year in some respects as our leader numbers remain lower than those before the pandemic. However, our leaders have worked hard to run an engaging, active and safe programme. This has taken a lot of imagination and determination and we are fortunate to have had such a loyal and committed team of leaders and helpers. We have recruited a few new members to the leadership team so the future looks encouraging.</p>
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. 	<p>3rd Newbury Scout Group has been fortunate to also have a steadfast band of volunteers, including but not exclusively in the Group Executive. They have supported the group throughout this difficult year. We are also very grateful to our young members and their parents for their loyalty and generosity. The group has also been fortunate to receive many donations in the form of workplace fundraising schemes so particular thanks goes out to those individuals who have set this up for us. Thereofre, despite the challneging economic environment, we remain on a firm financial footing.</p>

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

This year our leaders rose to the challenge of returning to traditional scouting.

Our beavers achieved an amazing 15 Chief Scout Bronze badges! They have done lots of exciting activities from archery to Scottish dancing to coding and indoor bowls. Our Chandos Colony has welcomed one new leader and one new young leader, both of whom are enjoying themselves and delivering an exciting programme.

Our Cubs have been extremely active over the year building their map and compass skills whilst on hikes and getting on their bikes for the cycling badge. They have also been learning about global issues, digital skills and personal safety. There were a fantastic 7 Chief Scout Silver Awards handed out.

The Scouts have continued to engage in an exciting programme from trying sailing, athletics and competing in district incident hikes and getting back to camping. There were 4 Chief Scout Gold Awards handed out.

Finally, over 150 of our members and their families attended our family camp which returned for the first time since the pandemic. This was an amazing success and everyone is looking forward to the next one.

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 Executive Committee considers that the group should hold a sum equivalent to 6 months running costs, circa £8k.

However this year we are holding more in reserves as we did not need the extra reserves we held last year for Covid as we had generous government grants. Additionally, we will likely need to continue to spend on the maintenance of the den after extreme weather conditions and the replacement of equipment as we return to more traditional activities. Unfortunately, in the past year, the den has experienced two damaging events, therefore, whilst we do have insurance in place to cover major works required, we are making sure we are well positioned for any additional or unforeseen costs.

Quantify and explain any designations

There will be capitation of £6.5k to come out early April 2023 . We hold Badge stock of £1,027. The den & outdoor space continues to be written down over 75 years and is currently showing on the books at a value of £200,230.

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

None to our knowledge

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;

Our principle source of funding is our member's subscriptions. We did see a 15% reduction over the pandemic but over the past 12 months this has started to climb back to normal levels. We also use fundrasing as a means to top up our income and support purchases of new equipment and unique activities. This year we were able to field a normal programme of fundraising events, which has meant a significant increase in the funds raised

Having our own den and a long lease has enabled us to continue scouting this year and maintain a healthy bank balance. We have funds in place to do any necessary maintenance to ensure we are fully equipped to return to face to face scouting. The Group Executive regularly monitors the levels of bank balances to ensure we get maximum value from our banking arrangements.

Investment Policy

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.

Section F

Other Optional Information

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

The Group is looking forward to the year ahead and providing an engaging programme for all members. We have funds to invest in equipment and training and are working hard to find and train new section leaders and to continue to support our exisiting volunteers, all of whom have worked so hard during such difficult times. We are lucky to have such a loyal and caring team.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

 

Full name(s)

Jan Large

Tom Seward

Position (eg Secretary, Chair)

Chairman

Treasurer

Date

2 8 0 4 2 3

3rd Newbury Scout Group

Receipts and payments account

	Year start date		Year end date
For the year from	01/04/2022	To	31/03/2023

Receipts and payments

	2022/23 Unrestricted funds £	2021/22 Unrestricted funds £
Receipts		
Donations, legacies and similar income		
Membership subscriptions	11,790	10,951
Membership subscriptions paid on (National/County/Area/District)	- 6,407	- 6,413
	5,382	4,538
Donations	2,715	171
Legacies	-	-
Gift Aid	2,355	2,652
Other similar income	863	4
Refunds	-	184
Sub total	11,315	7,549
Grants		
Covid Grants	-	10,667
Other grants	-	5,670
Sub total	-	16,337
Fundraising events (gross)		
Major Activities	2,051	1,012
Camps	6,631	2,985
Core Fundraising	4,033	1,738
Uniforms and Badges	842	870
Member led Fundraising	-	-
Sub total	13,557	6,605
Scout hut income		
Hire of building	-	-
Hire of equipment	-	-
Other Scout hut income	-	-
Sub total	-	-
Investment income		
Bank interest	59	2
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Other investment income	23,410	-
Sub total	23,468	2
Total Gross Income	48,340	30,493
Asset and investment sales, etc.	-	-
Total receipts	48,340	30,493
check	-	-

3rd Newbury Scout Group

Receipts and payments account

Year start date

Year end date

For the year from	01/04/2022	To	31/03/2023
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Receipts and payments

	2022/23 Unrestricted funds £	2021/22 Unrestricted funds £
Payments		
Charitable Payments		
Youth programme activities	- 943	- 839
Adult support and training	- 84	-
Rent	- 630	-
Water and Sewerage	- 91	- 168
Electricity and Gas	- 966	- 824
Insurance	- 25,732	- 2,579
Repairs and Renewals	- 3,529	- 15,104
Materials and equipment	- 3,819	- 561
Printing and photocopying, stationery and website	- 350	- 354
Contribution to camp costs	-	-
Uniforms and Badges	- 1,446	- 1,835
AGM and trustee expenses	-	- 551
Other costs	- 25	-
Cleaning	- 812	- 436
Other costs detail 3	- 87	-
Sub total	- 38,514	- 23,252
Fundraising expenses		
Major Activities	- 2,604	- 1,047
Camps	- 6,763	- 943
Core Fundraising	- 1,136	- 282
Member led Fundraising	-	-
Other fundraising costs	-	-
Sub total	- 10,503	- 2,272
Total Gross Expenditure	- 49,017	- 25,523
Asset and investment purchases, etc.	-	-
Total payments	- 49,017	- 25,523
Check	-	0
Net of receipts/(payments)	- 677	4,969
Cash funds last year end	40,945	35,975
Cash funds this year end	40,268	40,945
Check	-	0

3rd Newbury Scout Group

Receipts and payments account

	Year start date		Year end date
For the year from	01/04/2022	To	31/03/2023

Statement of assets and liabilities at the end of the year

	31st March 2023 Unrestricted funds £	31st March 2022 Unrestricted funds £
Cash funds		
Bank current account	9,196	17,444
Bank deposit account	29,565	22,461
Building society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	1,507	1,039
Total cash funds	40,268	40,945
(agree balances with receipts and payments account)	ok	ok
Other monetary assets		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
Sub total	-	-
Investment assets		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock	1,027	1,152
Shop stock	-	-
Other stock	-	-
Land and buildings	200,230	203,133
Motor vehicles	-	-
Scouting equipment, furniture etc	2,333	584
Other	-	-
Sub total	203,590	204,869
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
Sub total	-	-
Total net assets	243,857	245,814

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 28th April 2023 and signed on their behalf by

Signature

Jan Large

Print Name

Jan Large - Chair
Tom Seward - Treasurer

Independent examiner's report to the trustees of 3rd Newbury Scout Group Scout Council

I report to the trustees on my examination of the accounts of the 3rd Newbury Scout Group for the year ended 31st March 2023

Responsibilities and basis of report

As the charity trustees of the 3rd Newbury Scout Group you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the 3rd Newbury Scout Group accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the 3rd Newbury Scout Group as required by section 130 of the Act;
or
2. the accounts do not accord with those records.

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.

Signed:



Name: Mr Peter Dann

Relevant professional qualification or membership of professional bodies (if any): FCA (retired)

Address: Copse Hill, Fishers Lane, Cold Ash, RG18 9NG

Date:

23 April 2023