

Trustees' Annual Report

For the period

From (start date) 0 1 0 4 2 3 to end date 3 1 0 3 2 4

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	01/04/23 - 31/03/24
2	Tom Seward	Treasurer	01/04/23 - 31/03/24
3	Laura Iaschi	Secretary	01/04/23 - 09/07/23
4	Amanda Batehup	Group Lead Volunteer	01/04/23 - 31/03/24
5	Andy Barr	Trustee	01/04/23 - 31/03/24
6	Nicholas March	Trustee	01/04/23 - 31/03/24
7	Michael Bailey	Trustee	01/04/23 - 31/03/24
8	Sarah Barr	Trustee	01/04/23 - 31/03/24
9	Michael O'Donnell	Trustee	01/04/23 - 31/03/24
10	Sarah Corsham	Trustee	01/04/23 - 31/03/24
11	Alison Cutts	Trustee	01/04/23 - 31/03/24
12			
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

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.

(e.g. trust deed, constitution)

How the charity is constituted

The Group is a trust established under its rules which are common to all Scouts. We adopted the Scout model constitution under POR 5.4 on 9th July 2023.

(e.g. trust, association, company)

Trustee selection methods

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

(e.g. appointed by, elected by)

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 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 Board consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Lead Volunteer, individual section volunteers (if opted to take on the responsibility) and parent's representation and meets every 2 months.

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

This Trustee Board exists to support the Lead Volunteer 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 Boards that may be required;
Appointing Group Administrators and Advisors other than those who are elected.

Section B**Structure, governance and management (continued)****Risk and Internal Control**

The 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. Historic lockdowns due to Covid-19 have presented challenges and we have suffered a reduction in the number of leaders. The group has recovered by drawing in new volunteers however this remains a risk. If volunteer 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 in the past.

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 the Group has gone from strength to strength now that the restrictions imposed by the pandemic are a distant memory. This has been welcomed by all members of the Group and our sections are once again participating in activities such as camping, watersports and inter-group competitions. Volunteer numbers remain lower than those before the pandemic however, our volunteers 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 volunteers 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 Trustee Board. They have supported the group throughout the 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. Therefore, despite the challenging 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 running a traditional, pre-pandemic programme including camps and inter-group events.

Our beavers achieved an amazing 17 Chief Scout Bronze badges! They have done lots of exciting activities from climbing to photography and pottery to map reading. Our Chandos Colony has welcomed one new leader who is 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 back to nature through shelter building. They have also been learning about different cultures, performing science experiments and improving home safety skills. There were a fantastic 8 Chief Scout Silver Awards handed out.

The Scouts have continued to engage in an exciting programme from dragon boating, learning survival skills and competing in district incident hikes. August 2023 saw the first week long summer camp since the pandemic where the Scouts threw themselves in canoeing, paddleboarding, climbing and caving. There was 1 Chief Scout Gold Award handed out.

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

Quantify and explain any designations

This year we are holding more in reserves as we did not need the extra reserves we held during Covid as we had generous government grants. This is necessary as 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, the den has experienced significant 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. Lastly, we are holding reserves for future large outflows on sound proofing the den and buying a storage container. Together these are expected to be £9k.

There will be capitation of £7k to come out early April 2024 . We hold Badge stock of £1,093. The den & outdoor space continues to be written down over 75 years and is currently showing on the books at a value of £197,326.

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);

Our principle source of funding is our member's subscriptions. We did see a 15% reduction over the pandemic but over the past couple of years 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

- how expenditure has supported the key
objectives of the charity;

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 Trustee Board regularly monitors the levels of bank balances to ensure we get maximum value from our banking arrangements.

- investment policy and objectives;

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)

Jan Large Tom Seward

Full name(s)

Jan Large Tom Seward

Position (eg Secretary, Chair)

Chairman Treasurer

Date

1 7 0 5 2 4

3rd Newbury Scout Group

Receipts and payments account

	Year start date		Year end date
For the year from	01/04/2023	To	31/03/2024

Receipts and payments

	2023/24 Unrestricted funds £	2022/23 Unrestricted funds £
Receipts		
Donations, legacies and similar income		
Membership subscriptions	11,336	11,790
Membership subscriptions paid on (National/County/Area/District)	- 6,590	- 6,407
	4,747	5,382
Donations	4,498	2,715
Legacies	-	-
Gift Aid	2,446	2,355
Other similar income	-	863
Refunds	200	-
Sub total	11,891	11,315
Grants		
Covid Grants	-	-
Other grants	4,868	-
Sub total	4,868	-
Fundraising events (gross)		
Major Activities	1,208	2,051
Camps	8,960	6,631
Core Fundraising	6,462	4,033
Uniforms and Badges	584	842
Member led Fundraising	-	-
Sub total	17,213	13,557
Scout hut income		
Hire of building	-	-
Hire of equipment	-	-
Other Scout hut income	-	-
Sub total	-	-
Investment income		
Bank interest	318	59
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Other investment income	-	23,410
Sub total	318	23,468
Total Gross Income	34,290	48,340
Asset and investment sales, etc.	-	-
Total receipts	34,290	48,340

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3rd Newbury Scout Group

Receipts and payments account

Year start date

Year end date

For the year from	01/04/2023	To	31/03/2024
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Receipts and payments

	2023/24 Unrestricted funds £	2022/23 Unrestricted funds £
Payments		
Charitable Payments		
Youth programme activities	- 1,469	- 943
Adult support and training	-	- 84
Rent	- 220	- 630
Water and Sewerage	- 58	- 91
Electricity and Gas	- 1,522	- 966
Insurance	- 2,066	- 25,732
Repairs and Renewals	- 2,644	- 3,529
Materials and equipment	- 1,409	- 3,819
Printing and photocopying, stationery and website	- 462	- 350
Contribution to camp costs	-	-
Uniforms and Badges	- 1,670	- 1,446
AGM and trustee expenses	- 327	-
Other costs	- 72	- 25
Cleaning	- 965	- 812
Other costs detail 3	- 32	- 87
Sub total	- 12,915	- 38,514
Fundraising expenses		
Major Activities	- 1,876	- 2,604
Camps	- 11,633	- 6,763
Core Fundraising	- 3,141	- 1,136
Member led Fundraising	-	-
Other fundraising costs	-	-
Sub total	- 16,650	- 10,503
Total Gross Expenditure	- 29,564	- 49,017
Asset and investment purchases, etc.	-	-
Total payments	- 29,564	- 49,017
Check	-	
Net of receipts/(payments)	4,726	- 677
Cash funds last year end	40,268	40,945
Cash funds this year end	44,993	40,268

Check

3rd Newbury Scout Group

Receipts and payments account

	Year start date		Year end date
For the year from	01/04/2023	To	31/03/2024

Statement of assets and liabilities at the end of the year

	31st March 2024 Unrestricted funds £	31st March 2023 Unrestricted funds £
Cash funds		
Bank current account	14,427	9,196
Bank deposit account	29,673	29,565
Building society account	133	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	760	1,507
Total cash funds	44,993	40,268
(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	1,099	1,027
Shop stock	-	-
Other stock	-	-
Land and buildings	197,326	200,230
Motor vehicles	-	-
Scouting equipment, furniture etc	2,184	2,333
Other	-	-
Sub total	200,609	203,590
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
Sub total	-	-
Total net assets	245,602	243,857

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 17th May 2024 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 2024

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:

28-4-2024