



1ST ST PETERS-IN-TANET SEA SCOUT GROUP



EXECUTIVE COMMITTEE MEETING

Tuesday 4th October 2022 @ 7:00pm

Attendees: Anne, Kim, Tracey, Gill, Zena, Daniel, Jo
Apologies: Tom, Julie, Kathie, Michael

MINUTES

1. Minutes of last meeting:

Agreed at last meeting but need ordering still: **Winch post for Pickle, covers for Roger Barwick and Brockelsby and Roger's lightboard.**

ACTION: Outstanding Gill to add Henry to district YL list and send out the virtual training to the virtual YLs.

2. Accounts

a. Bank Update

Current account £1897.80

Camp account £2146.26

Savings account £24,600

b. Sign and minute end of year accounts

The independent examiners report and a summary of last year's annual accounts was approved at the meeting.

Proposer: Gill, Seconder: Daniel

c. Essential group expenditure planning next year's priorities/ repairs

Since the group is currently running at a loss until Scout number recover, Michael is reluctant to set a budget to replace equipment etc until after the boat park is completed. However, we felt that there are certain boating maintenance activities which must be planned now and completed before next summer otherwise we will not be able to get the group out on the water. We need to apply for some more grants in order to replace and maintain some of the equipment.

ACTION: All to look out for new grants that we can apply for.

Agreed priorities:

Canoe trailer (it's unsafe to use) – **ACTION: ask Josh and Carl for specification of canoe trailer and how much it costs so we know prior to applying for any grants.**

Sails for visions (have holes in them) – £590.12 each Vision main sails RS website – out of stock until Jan. We felt that we should order these now due to the long lead time and the potential for the price to increase if we don't.

Sort out Pickle (problem with battery connections [Richard looking at it], outboard not working, crack in fibreglass bottom [Richard can patch up to make look better for sale], seat broken [Tim fixing it] – **ACTION: Tom to ask Mark about servicing the outboard, otherwise Richard will get a service quote.**

We need the pulling boats/ trailers fixed for next season, Ramsey was fixed this year and is now on the new trailer, work to be done on Barry (Tim to look at it), Brocklesby (Tim to fill leak) and Brecon (Lyn's Dad). **ACTION: Tim/ Lyn's Dad – working on the boats. James to identify what needs doing to the trailers so that we can get those sorted out.**

ACTION: Zena to look at Co-op funding.

ACTION: Gill to look at KCC Reconnect grant because they've re-opened applications

We propose to hold off on fixing the topper trailer and sails until 2024 because Tom isn't back until July so we can't use them in sessions anyway and we can borrow toppers on Scout camp at the sailing club we will use.

Suggest deferring the minibus sign writing discussion to next time. Consider just getting a basic name on the bus to save money, we have lots of repairs that are needed and this isn't essential.

We need some new small tents but will have to hold off buying these because of other priorities.

3. Scout, Cub and Beaver reports

Scout: 21-23 Scouts at the moment, now at St Andrew's hall, got use of kitchen. Recently started on environmental badge with seaside conservation and litter pick (need to do a few more nights of activities). Completed the cyclist badge. Had team building evening towards one of the challenge badges. Started communication badge last week with

phonetic alphabet and morse code. Coming up: drumming, coastguards. Niall and Josh want to do wide game that they did on camp. Councillor Aram coming to talk about his experience arriving in the UK as a refugee, Tamsin's Ghana trip. Christmas tree craft. **ACTION: Tracey to chase the 2 parents who haven't paid Subs yet.**

Cubs: 31 Cubs, so far this term we've been working on the World Faith badge run by Tim and Jenny for their Queen/King Scouts award, we are going to be working on the Global impact badge later this term, also doing recycled Christmas craft as part of the badge/ the Christmas tree festival. **ACTION: Gill to chase the parent who hasn't set up subs payment yet.**

Beavers: 25 beavers and 5 more starting at half term. Beavers doing communication badge and have just finished the food badge. District hike, only 6 from our group went. Will have Halloween fun without it being Halloween due to religious reasons. They have the district handicraft competition coming up: 100 years of BBC and this years St Peter's Christmas tree festival theme is: 'What we do' (9th-11th December). The beavers will be having a sleepover in the hall at Ross Wood weekend of 19th-20th November, spending half a day at Wildwood. Daniel will be doing his nights away permit assessment over that weekend.

4. Glen's boat/ pickle - sell/ keep/ repair - any updates?

Glen was happy to sell it. **ACTION: Tracey to ask Martin about looking into selling Thunderbird, to put Pickle's winch post back on to Thunderbird, and to buy a post for Pickle.**

We need to look at minor repairs on Pickle, with the aim to keep her temporarily until we have got money from Thunderbirds sale. **ACTION: Richard**

5. Viking Bay Boat Store

Tom complained to TDC and Kim got a quick reply from TDC that they're sending it to the solicitor. **ACTION: Zena to email the TDC solicitor to ask them to look at the lease quickly due to us being a charity and about to lose our funding.**

6. Training/DBS update

Michaels' DBS - Zena is working on it

Four people whose Safety and Safeguarding training need updating: Lyn Cloake (Gill has chased them up this week), Donna Taylor (Gill has chased them up this week), Richard Allan (completed) and Robert Weavers (we don't see him so I'd suggest deleting him from compass).

First aid: Liam, Richard H, Carl, Emily J, Emily M, and Skylar are all out of date Josh goes OOD in Nov. Sun 30th October – first aid course at 1st Westgate if any of our leaders can make it. Ask Zena to book places on it.

Permits – Marks and Niall's Dinghy permits expired in Jul this year. Tom's climbing permits expire May next year though they should have been updated following his exchange with Stuart Knowles (county).

Martin's, James' and Tom's Power permits expire next Jul Liam's Zena's and Emily M's have expired.

ACTION: find out who still wants their permits and find assessors for them to book their reassessments as a group.

7. Boat usage payment Holy Trinity

A number of leader inside and outside of the group were unhappy with the £300 boat usage charge to Holy Trinity. The majority of the exec present last night agreed to refund £250. **ACTION: Michael to make the refund to them. Tom to send Holy Trinity an email re the refund.**

8. AOB

Samuel and Olivia's mum would like to join the committee as a parent representative. No need to vote her in so just mention it at the AGM.

Virtual explorer fee's paid in Jan each year. **ACTION: Section leaders to send Jo a list of YLs who will need to pay this and Jo will send out an email to the virtual YLs to ask them to pay it when it's due. Via bank transfer would be easiest method rather than setting up YLs payments for so few of them but across all of the sections.**

9. Date of next meeting

Tuesday 3rd Jan @ 7pm, Zena's house.

10:06 AM

04/07/22

Accrual Basis

1st St Peters Scouts

Profit & Loss

April 2021 through March 2022

Apr '21 - Mar 22

Ordinary Income/Expense

Income

4000 · INCOME

4001 · SUBS

Cubs Subs

55.00

Go Cardless Subs

10,118.50

Scout Subs

102.50

4001 · SUBS - Other

182.63

Total 4001 · SUBS

10,458.63

4002 · Fund Raising

2,168.70

4003 · Donations

146.00

4006 · Specific Activities

35.00

4007 · Bank Interest

1.23

4008 · Annual Camp

10,035.25

4010 · Scarf/Badge Income

140.00

4012 · Scout Camps

170.00

4014 · Grants

1,724.59

4015 · Charity Funding

5,000.00

4000 · INCOME - Other

45.00

Total 4000 · INCOME

29,924.40

Total Income

29,924.40

Expense

6000 · EXPENSES

6100 · Transport

6111 · Minibus - T597 XBV

6114 · Insurance

862.33

Total 6111 · Minibus - T597...

862.33

6120 · Trailer Repairs

249.78

6140 · Minibus - RN55 BUS

6142 · Servicing

205.00

6143 · Vehicle Tax

165.00

Total 6140 · Minibus - RN5...

370.00

Total 6100 · Transport

1,482.11

6150 · Bank Charge

6151 · Go Cardless Fees

318.90

Total 6150 · Bank Charge

318.90

6200 · RENT

6291 · St Peters Hall

902.50

6292 · Rent - Store B

300.00

6296 · Holy Trinity Church

760.00

Total 6200 · RENT

1,962.50

6300 · Capitation

3,686.00

6400 · Insurance

1,678.68

6600 · Group Activities

6601 · Specific Activities

262.83

6602 · Annual Camp

7,434.02

6604 · Scout Camps

210.00

6606 · Fundraising Costs

58.80

6600 · Group Activities - O...

240.00

Total 6600 · Group Activities

8,205.65

6700 · Purchases

6701 · Badges

669.38

6702 · Boat Servicing/Rep...

2,194.74

6703 · Equipment Purchases

566.32

6700 · Purchases - Other

961.74

Total 6700 · Purchases

4,392.18

10:06 AM

04/07/22

Accrual Basis

1st St Peters Scouts Profit & Loss April 2021 through March 2022

	Apr '21 - Mar '22
6800 · Miscellaneous	1,870.22
Total 6000 · EXPENSES	23,596.24
Total Expense	23,596.24
Net Ordinary Income	6,328.16
Profit for the Year	6,328.16



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

1st St Peter's in Thanet Sea Scout Group

**On accounts for the year
ended**

31st MARCH 2022

**Charity no
(if any)**

1093532

Set out on pages

Balance sheet at 31.03.22 and P & L at 31.03.22

**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 of the Charities Act 2011 (the Charities 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 procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have 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.

Signed:

Date: 20.09.22

Name:

Barbara Redman

**Relevant professional
qualification(s) or body
(if any):**

HNC Business Studies, ACCA Parts 1 & 2

Address:	Stones Throw
	Haine Road, Ramsgate
	Kent CT12 5AE

Section B**Disclosure**

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.

In the main income from subs and camp can only be verified to that which is banked. The Group's responsibility is to maintain robust controls on income to the Group.

The opening and closing balances, faster payments, cheques and paying in were validated to Lloyds Bank Statements. £18026.64, £1968.70 was transferred from the current account to the savings account plus £5000 grant received. Total in savings account £25041.68

Annual Camp took place in the year.

£1968.70 was raised through Just Giving and a grant of £5000 from the Kent Community Fund

A planning application was filed with TDC, fee £490.

Profit of £6328.16 is inflated by the receipt of the £5000 grant for a specific purpose.

Purchases in year: -

Hydraulic steering gear	£649.99
Longboat Cockpit Cover	£299.85
Camping stoves x 6	£367.20
WiFi Bluetooth Projector	£186.99