

EXECUTIVE COMMITTEE MEETING

Tuesday 28th November 2023 @ 7:00pm

MINUTES

1. Minutes of last meeting – all agreed.

Welcomed Luke to the trustee board. Tom nominated him to join the Trustee Board, Zena seconded him.

2. Accounts Treasurers account £1400, Camp account £2430, Savings account £39985.

Michael asked that if we have a lot of cash to bank then please use cash bags and separate it out into correct quantities otherwise the bank won't accept it.

- a. Boat covers – we have £600 set aside from camp for marine equipment. £600 spent on prop guards last week came from the remaining outboard grant. £200 of camp tuck money, which has just been banked could also be used for marine equipment too. £239 each for 2 new vision covers, ~£400 per 3 pulling boat covers. ACTION: Gill to send Tom the dimensions of the boat covers. Tom to check other bespoke costs since he thinks that there could be cheaper options available. All agreed to spend up to £1200 on boat covers of whatever combination we can buy.
- b. From the Co-op collection last weekend Michael cashed £322.38 plus we got £74.15 via the card reader, making a profit of £396.52.

The trustees approve the accounts from 01-Apr-2022 to 31-Mar 2023.

3. Scout, Cub and Beaver reports

- a. Scout report: Currently have 29 Scouts and 1 more due to start. We have been covering the World challenge badge this term with healthy eating, sleep and drugs and alcohol. James has run 2 out of the 4 parts of the pioneering badge, the rest to run in the new year. We have done 2 weeks of Christmas tree craft. We have ice skating coming up followed by a Christmas harbour lights hike with hot chocolate at The Queens Head. Our last week will be helping with the rotary Santa sleigh collection. We have summer camp booked at Broadstone Warren for summer 2024 with micro gliding, onsite adventurous activities, climbing at Harrison's Rock and a hike. The bird of prey man and Southern water are booked to visit next term.

- b. Cub report: We currently have 31 Cubs, we have 3 on the waiting list, however we can't take them at the moment because in April 2025 we are projected to have 40 Cubs. Some do leave, but we would still need 4 to leave to get down to the max. pack size of 36. This term we started with the road safety badge, then the pioneering badge, followed by the Air Activities stage 2 badge where we had a trip to Manston RAF museum. We were also lucky that Airfix were giving away up to 30 free Airfix kits, which we managed to get. A big thank you to all the leaders from other sections who made building the Airfix models with 30 Cubs a lot easier than it could have been! For the last 2 weeks we have been doing Christmas craft ready for the church Christmas tree festival. Next week is the joint Beaver and Cub Christmas party followed by ice skating. We are hoping to book a Cub sleepover for the first weekend in Feb and we have Cub camp booked towards the end of June – much later than normal due to no availability of Minster in May.
- c. Beaver report: We have 24 beavers with 4 going up to Cubs in the new year. Visiting Margate railway in the New Year again to do the safety badge. Finished the money badge without any Beavers crying this time when they are saving and investing their chocolate coins! Lots of craft and ironing of Hama beads over the last few weeks for the tree festival. Going ice skating at the end of term and having a Christmas party next week.

4. Viking Bay Boat Store

Our solicitor is still waiting for TDC to send us the final lease. Delays are now due to the estate's department contact leaving so the TDC solicitor can't get agreement to the final lease and send it to us. **ACTION: Tom to chase our solicitor again next week, if no response then Gill to ask the Councillor to help chase estates for us again.**

5. Minibus sign writing

Maria sent emails to most sign making companies in Kent, 2 of them have replied to say they will support us and have asked for a wish list. Maria has sent them James' minibus plans and also asked for the flag signs, boat park sign, roll up banner sign and also any fundraising gifts that they can print our name on. The 2 companies are talking to their directors and will come back to us with what they can provide. We had ~£1000 set aside for minibus sign writing which could be allocated to something else.

6. Training/DBS update

All in date for DBS. Luke's DBS has been done. **ACTION: Zena – Charlie's DBS needs doing at Christmas ready for him turning 18 too.**

Safety and safeguarding – James, Josh, Richard Quin due in Jan, Tamsin in Feb.
ACTION: Gill to chase Paul Scott.

ACTION: Tom to check if David Garcia-Thomas and Emily Johnson want to continue in Scouting since they're due to expire next year.

Callum Hooker is coming back so **ACTION:** Tom to add him back in.

GDPR gaps are mostly occasional helpers who don't have access to information anyway. Helen Ory to do GDPR **ACTION:** Gill to chase.

Not everyone has first aid in date, however the majority have, so we are covered.

Deadline for everyone updating training is March before Compass migrates. Tom has a spreadsheet with everyone's dates for important modules so he can always send an update to get it added onto the new system.

7. AOB

No. 1's book – Tom has chased Martin for a list of people to add things to the book. **ACTION:** Tracey, Zena, Mark, Michael, Gill to provide something to Martin.

Land – A piece of land that Rob Jones spotted off Northdown Road that is owned by someone with planning permission for houses. Michael knows someone who lives on what would be the access road and they are still arguing over access. They also own an additional larger area of land behind it which is a similar size to the old Holy Trinity Cross School site. **ACTION:** Maria to write a letter to ask if they would be interested in adding a community asset i.e. a scout hut to the land when they apply for permission to develop it.

Maria in discussion with Bradstow school who have a lot of land and would be amenable to a discussion about land. Maria to suggest that if they wanted to share our facilities and knowledge for them to set up a special educational needs scouting group. **ACTION:** Maria to continue discussions with them.

Worst case we need a hall for the Scouts for next winter that doesn't echo! **ACTION:** All to think of options.

Michael has had the donation returned for the riding for the disabled so the account details must be wrong. **ACTION:** Tom to send the paddock owner a text to ask for the bank details.

ACTION: Gill to send out the AGM minutes again so that Michael can send them to the charities commission showing that last year's accounts were approved.

8. Date of next meeting

Tue 23rd Jan @ 7pm @ Zena's House.

1st St Peters Scouts

Profit & Loss

April 2022 through March 2023

	Apr '22 - Mar 23
Ordinary Income/Expense	
Income	
4000 · INCOME	
4001 · SUBS	11,142.00
4002 · Fund Raising	306.72
4003 · Donations	
Donations (Boats)	50.00
Donations (Minibus)	80.00
4003 · Donations - Other	4,784.63
Total 4003 · Donations	4,914.63
4004 · Bank Interest	46.62
4005 · Gift Aid	2,679.29
4006 · Specific Activities	
Cub Sleepover Feb 2023	114.44
First Aid Competition	7.50
HMS Belfast Kip on a Ship	2,220.00
Margate Caves	42.00
Ramsgate Tunnels	560.50
St Georges Camp	366.61
Tennis Taster Session	34.50
Total 4006 · Specific Activities	3,345.55
4007 · Scarf/Badge Income	175.10
4008 · Camp Fees	
Adamswell 22	4,935.26
Cub Camp 2022	705.00
Cub Camp 2023	455.00
Summer Camp 2023	2,800.00
Wildwood Beaver Camp	520.00
4013 · Beaver Camps	104.00
Total 4008 · Camp Fees	9,519.26
Total 4000 · INCOME	32,129.17
Total Income	32,129.17
Expense	
6000 · EXPENSES	
6100 · Transport	
6101 · Shogun - K699 AEP	
6104 · Insurance	255.20
Total 6101 · Shogun - K699 AEP	255.20
6120 · Trailer Repairs	163.02
6140 · Minibus - RN55 BUS	
6142 · Servicing	190.09
6143 · Vehicle Tax	165.00
6144 · Insurance	880.31
Total 6140 · Minibus - RN55 BUS	1,235.40
Total 6100 · Transport	1,653.62
6150 · Bank Charges	
6151 · Go Cardless Fees	
GC Fees- HMS Belfast Kip/S...	71.72
GC Fees - Adamswell 22	152.63
GC Fees - Beaver Camp	6.41
GC Fees - Cub Camp 2022	19.24
GC Fees - Margate Caves	3.55
GC Fees - Ramsgate Tunnels	19.29
GC Fees - St Georges Camp	13.23
GC Fees - Summer 23	95.24
GC Fees - Summer 23 (Cub C...	19.69
GC Fees - Tennis Taster	4.62
GC Fees - Wildwood	13.91

1st St Peters Scouts

Profit & Loss

April 2022 through March 2023

	Apr '22 - Mar 23
GC Fes - SleepOver	6.97
6151 · Go Cardless Fees - Oth...	432.93
Total 6151 · Go Cardless Fees	859.43
6150 · Bank Charges - Other	10.00
Total 6150 · Bank Charges	869.43
6200 · VENUE RENT	
6291 · St Peters Hall	1,592.00
6292 · Rent - Store B	322.50
6297 · St Andrews Community H...	928.00
6298 · Boat Park	500.00
6299 · Venue Maintenance	17.50
Total 6200 · VENUE RENT	3,360.00
6300 · Capitation	3,888.50
6400 · Insurance	1,505.80
6500 · Training	60.00
6600 · Group Activities	
St Georges Camp Expenses	218.31
6601 · Specific Activities	
Cub Sleepover	59.00
First Aid Competition	9.00
HMS BELFAST Kip In A Ship	1,731.00
Ramsgate Tunnels	646.00
Tennis Taster Session	57.00
Wildwood	215.00
6601 · Specific Activities - Ot...	100.37
Total 6601 · Specific Activities	2,817.37
6602 · Adamswell Camp 2022	3,884.24
6603 · Cub Camps	715.33
6604 · Scout Camps	50.00
6605 · Beaver Camps	460.26
6600 · Group Activities - Other	132.53
Total 6600 · Group Activities	8,278.04
6700 · Purchases	
6701 · Badges	909.75
6702 · Boat Servicing/Repairs	2,903.38
6703 · Equipment Purchases	747.72
6704 · Administration Costs	152.27
6700 · Purchases - Other	983.38
Total 6700 · Purchases	5,696.50
6750 · Depreciation Expense	7,001.00
6900 · Donations	
Air Ambulance	50.00
Cramptons Tower	40.00
Garden Gate Project	20.00
St Peters Christmas Tree Festiv	30.00
Synagogue Visit	50.00
Total 6900 · Donations	190.00
Total 6000 · EXPENSES	32,502.89
Total Expense	32,502.89
Net Ordinary Income	-373.72
Profit for the Year	-373.72



CHARITY COMMISSION FOR ENGLAND AND WALES

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 Scouts

On accounts for the year
ended

31st March 2023

Charity no
(if any)

N/A

Set out on pages

P & L at 31.03.23 and Balance Sheet at 31.03.23

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

19.09.23

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 matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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

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

Cheques and paying in were validated to the Group's Lloyds bank accounts, treasurer's account, savings account and camp account. A stripe card was operated during the year covering sundry small purchases by a petty cash account holder. Subs and activity receipts are in the main via Go Cardless.

A donation from The Whirlwind Trust of £2320 was received for the purchase of Topper sails. £1023 was spent in the year on 6 x topper sails. The balance of £1297 was carried forward and spent on 11.04.23 on 2 vision sales.

A donation of £900 was received from The Cole Charity for the purchase of life jackets. The purchase of the jackets was action ed in the year from Marine Supplies at a cost of £912.20.

The opening balances on the petty cash accounts as at 01.04.2022 are different to that on the closing accounts as at year end 31.03.2022.

This has the effect of a difference in the year end 31.03.2023 account of £123.01 loss. This not being material I have noted the difference to the treasurer and does not effect my confidence in the figures for the year ended 31st March 2023.