



30th Reigate Scout Group



Somers Hall, Slipshoe Street

Annual Report & Accounts Year Ended 31 March 2023



30th Reigate Scout Group

Annual General Meeting

Thursday 21 September 2023 at 8.00pm

At Somers Hall

Agenda

- 1 Apologies for absence
- 2 To agree Minutes of the 2022 Annual General Meeting
- 3 To adopt or readopt the constitution of The Group
- 4 To confirm the dates of the charity's year
- 5 To agree the number of Trustees that can be elected to the Board
- 6 To agree the quorum for each of the Group Scout Council, Trustee Board and any Sub committees
- 7 To receive and adopt the Annual Report for the year ending 31 March 2023
- 8 To receive and adopt the Accounts for the year ending 31 March 2023
- 9 To appoint the Group Chairman (Group Scout Leader's nomination)
- 10 To appoint the members of the Trustee Board (Group Scout Leader's nominations)
- 11 To appoint the following positions:
 - To elect the Group Secretary
 - To elect the Group Treasurer
 - To appoint the Independent Examiner
- 12 Any Other business

Minutes of the Annual General Meeting Held at Somers Hall on 15 September 2022.

Apologies – Alison Bruce, Julian Baker, Peter Mitchell, Betty Geer, Margaret Tilford (ADC Cubs), Judy Clark

Attendance – John Hill, Jim Clark, Alan Reed, Martin Boyce, Carmel Briody, Sue Wallace, Michael Knight

The Chair, John Hill welcomed everyone to the first face to face AGM after Covid.

Minutes of the Last Meeting - The minutes of the last meeting were accepted without amendment.

Sectional Reports - All reports were distributed before the meeting. The GSL highlighted that there had been improvement to getting back to meeting face to face although summer camps were restricted. It is hopeful that things will return to normal by the next report. Everybody has again worked very hard to keep programmes going and I give thanks to all for achieving this.

Accounts – John Hill presented the Treasurer's report in the absence of our Treasurer, Peter Mitchell. Again, a surplus of income, although less than previous year, which received government support and gift aid. The Group has maintained a healthy financial position.

The meeting accepted the accounts proposed by Alan Reed and seconded by Martin Boyce.

Nomination of Chairperson – Jim Clark, GSL, stated that in the absence of any other nominations, John Hill was gratefully re-elected.

Executive Committee

The Chair advised that in the absence of any other nominations, all roles on the Executive were being re-elected, with exception of Julian Baker, who is stepping down. The Chairman thanked him for his work on the Executive.

- **Election of Group Treasurer** – Peter Mitchell was elected
- **Election of Group Secretary** - Betty Geer was re-elected
- **Nomination of Group Council** - All on council to continue

All nominations accepted by proposer Michael Knight and seconded by Sue Wallace

Election of Scrutineer - Patrick Nolan has agreed to continue to undertake this role

Any Other Business –

Presentation of 10 year service award to John Hill and 30 year service award to Martin Boyce. Both awards were dated 2017.

Michael Knight drew the winners of the Group's 100 club monthly draw.

The Chairman gave thanks to everybody for continuing to work successfully for the Group's success.

There being no other business the meeting closed at 8pm

Trustees' Annual Report for the year

1 April 2022 to 31 March 2023

Section A Reference and administration details

Charity name	30 th Reigate Scout Group
Group charity registration number	1121934
Charity's principal address	Somers Hall, Slipshoe Street, Reigate RH2 9HU
Scout Association registration number	1199

Management

Members of the Trustee Board

Name	Office
Mr John Hill	Chair
Mr James Clark	Group Scout Leader
Mrs Susan Wallace	Deputy Group Scout Leader
Mr Peter Mitchell	Treasurer
Mrs Betty Geer	Secretary
Mrs Susan Wallace appointed Trustee at AGM 21 September 2023	

Members of the Executive

Mrs Judith Clark	Cub Scout Leader
Mr Martin Boyce	Building adviser
Mr Alan Reed	Asst. Scout Leader and building
Mrs Alison Bruce	Asst Scout Leader and general
Mrs Carmel Brody (retiring at this AGM)	

Section B Constitution and controls

The Constitution of the 30th Reigate Scout Group has been sent to members of the Scout Council and almost exclusively follows Policy, Organisation and Rules of the Scout Association.

Controls

The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss; these include two signatories for all payments and a comprehensive insurance policy to ensure the insurable risks are covered.

Section C Objectives and activities

Summary of the objectives of the charity is set out in its governing document

The objectives of the Group are as a unit of the Scout Association.

The purpose of Scouting is to contribute to the development of young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens and as members of their local, national and international communities. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

Summary of the main activities

The leaders in each section provide programmes for our young people of learning, fun activities and teamwork leading to confident, sociable and useful members of society.

The Scout Group also fundraises with various activities and receives income from scout hall lettings. From time to time the Scout Group may engage in grant funding applications for specific purposes. In addition, the Scout Group may make grants in respect of individual young members for support purposes.

-Public Benefit

Subscriptions are charged for membership to cover immediate running costs of the Group and these do not unduly restrict membership. The Group follows the principle that no one should be excluded because of their inability to pay membership subscriptions.

Two key principles demonstrate that Scouting's aims are for the public benefit and that through the Scout method, young people develop towards their full potential and that there is a clear link between the benefits for young people and the purpose of Scouting. The safety of young people is taken very seriously and the benefits Scouting activities provide far outweigh the risks. Any private benefits from Scouting are incidental, other than to those as a beneficiary.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

Each of the sections has been returning to normal, after the covid period of restrictions. However, whilst our scouting has continued via zoom or restricted meetings and activities, there has been an effect on many of our young people, who have missed out on social meetings and lack of experience and continuity of operations. This has manifested with some behavioural issues and lack of guidance from the more experienced members in each section, of how anything works or expectations. This will take time to recover the flow that has been achieved over the years.

Nonetheless, the camps and outdoor activities have been successful and provides opportunities to gain and use skills relevant to each section.

We continue to look for new adult leaders, which with our numbers are so important. Any decline will have an impact on what can be provided and indeed how many young people can join.

Plans for improvements of the building facility are being developed for the Hall Trustee Board's consideration, which includes better space, improved storage facilities and general modernisation and decoration. In addition, consideration will be given to whether a further building extension is desirable.

Leader Awards:

20 year service	Sue Wallace	15 year service	Jeremy Brittain
15 year service	John Hill	15 year service	Keith Baxter
10 year service	Tom Elwood		
BAR to Award of Merit	Nick Clark		
Award of Merit	Toby Wallace		
Award of Merit	Wendy Gregory		
Chief Scout Commendation	Jane Wardle		
Chief Scout Commendation	Adrian Tighe		
Chief Scout Personal Award	Calum Jordan (Explorer Scout)		

Section E Financial Review

Brief statement on the charity's policy on reserves

At 31 March 2023 we held cash and deposits of £305,179.43. The Group's policy on reserves is to hold sufficient reserves to continue the charitable activities of the Group should income and fundraising fall short. The Group Trustee Board considers that the Group holds sufficient reserves to satisfy this policy.

Details of any funds materially in deficit

None

Investment Policy

The Group's policy is not to invest in longer term investments in 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 other deposits.

The current account is reviewed regularly and if thought prudent, will transfer funds not required for near use to obtain maximum value and income from suitable cash deposits.

Section F Future Plans

Our plans for 2023/2024 are to continue to improve the headquarters as described above and to seek an increased leadership team to reduce the strain on the section leaders in managing their sections. Whether experienced or not, every bit of help is important and flexible, so any help is welcome and readers should contact a leader or email Jim Clark at gsl@30threigate.org.uk

Section G Declaration

Signed on behalf of the charity's trustees

Signatures

The original has been signed by

**Full name(s)
Position**

**John Michael Hill
Chair**

**James Clark
Group Scout Leader**

Date **14 June 2023**

Current Team Leaders as at 31 March 2023

Jim Clark (Group Scout Leader)

Judy Clark (Cub Leader)

Sue Wallace (Deputy Group Scout Leader)

Nick Clark (Scout Leader)

Wendy Gregory (Beaver Leader)

Tom Elwood (Explorer Scout Leader)

In addition, there are Assistants, Young Leaders from the Explorer Section, as well as Occasional Helpers who support the leadership team

Chairman's Report 2022 – 2023

The year 2022-23 was one of relative stability, with face-to-face scouting and meetings; a welcome return to scouting as it should be following the pandemic.

From a financial point of view the year showed once more that the Group's finances are sound with a substantial surplus to increase our reserves. It is still the ambition to further extend the usable space in Somers Hall by building over the small hall and making the kitchen a more adaptable space. However, there are several smaller, but important, projects to improve the usability of the existing space. It has been agreed that these should be tackled before readdressing the project to extend the building further.

It should be noted that Somers Hall does not belong to the 30th. Rather it is held by trustees under a trust created in 1927 for the benefit of the youth of Reigate. The current arrangement whereby the 30th occupy the building and keep it in good repair is of great benefit to the 30th and enables the Trustees of Somers Hall to fulfil the objectives of the Somers Hall Trust.

In April a new version of the Scout Association's 'Policy Organisation and Rules' (POR) was published. The differences from the previous version are largely to do with organisational and procedural matters and have little effect on the practical aspects of scouting. However, since the constitution of the 30th is that laid down in POR, the changes are material to us and have had a significant influence on the content of this Annual Report.

The amount of work needed to run any scout group is substantial and we rely on the hard work of the leaders, helpers, Trustees and Members of the Executive to keep the Group operating effectively. We need a constant supply of volunteers for these roles. Jim Clark, as Group Scout Leader has a particularly onerous job. We are lucky that Sue Wallace has agreed to become Deputy Group Scout Leader. I thank all those who have contributed to the 30th for their support, without which we could not continue.

**John Hill
Chairman**

Group Scout Leader's Report 2022 – 2023

This year, we have been able to get back to normality, although that has been a difficult path with young people missing two years of 'normality'. Having said that, sections have returned to activities, both inside and outside and doing what they do best.

My concern for 2023/24 is maintaining and increasing the leadership team. There are current strains for section leaders to keep the programmes alive and we do need more adults to provide cover with whatever time is available but if not achieved, this will affect quality and the number of young people we can maintain in each section.

I would like to give another year of thanks for the leadership team, trustees and Executive for the work they do and successes they have achieved.

Jim Clark

Group Scout Leader

30th Reigate Scout Group

Income & Expenditure Account

Year ended 31 March 2023

Income	22/23	21/22
	£	£
Subscriptions	27,181.81	30,495.94
Fundraising	4,666.61	3,188.70
Camps & activities	48,285.21	41,136.92
Clothing	1,269.90	2,383.30
Hall & other donations	3,948.79	385.06
100 Club	-	400.00
Interest	2477.45	663.09
Govt. covid grants	-	8,000.00
Gift aid tax reclaim	7,797.52	6,240.60
Transfer from 100 Club	1,610.92	-
Miscellaneous	699.50	100.00
Total Income	97,937.71	92,966.61
Expenditure		
Scout Assoc. payment	10,215.00	11,374.75
Camps & activities	49,992.42	37,525.27
Jamboree	1,500.00	-
Equipment	5,687.18	948.47
Repairs & Maintenance	1,914.57	248.83
Utilities, Council tax & subscriptions	2,776.07	1,942.19
Telephone & Broadband	2,043.33	946.70
Insurances	1,141.86	1,078.57
Uniform, badges, clothing	3,251.96	4,560.25
Training	-	260.00
Bank charges, OSM fees etc.	347.50	531.50
Miscellaneous	148.25	
Total Expenditure	79,018.14	59,416.53
Regular income less expenses	18,919.57	33,550.08
Income less expenses		
Allocation from / to reserves		
To building reserve	18,919.57	33,550.08
To general reserve	nil	nil
	18,919.57	33,550.08

Allocation to reserves – 100% is allocated to building reserves for a proposed refurbishment

30th Reigate Scout Group

Balance Sheet at 31 March 2023

		31 March 2023	31 March 2022
		£	£
Bank Balances	CAF Current	74,807.26	95,887.69
	CAF Deposit	60,372.17	59,960.72
	Hampshire Trusts	nil	131,779.50
	Skipton BS	85,000.00	nil
	Cambridge & County	85,000.00	nil
		305,179.43	287,627.91
Camp fees paid/ received in advance		-35,336.87	-38,264.67
Capitation fee paid in advance		10,215.00	11,374.75
Due from 100 Club		nil	400.00
Total Reserves		280,057.56	261,137.99

Analysis of Reserves

	General Reserve	Building Maintenance Reserve	Total
	£	£	£
31 March 2022	101,750.08	159,387.91	261,137.99
Allocate from income & expenditure	nil	18,919.57	18,919.57
31 March 2023	101,750.08	178,307.48	280,057.56

Notes to the Accounts

The main changes from an income perspective are that there is a small reduction in subscriptions reflecting a few losses of young people during the period, which coming out of covid, is expected. Fundraising through hall hire has increased now that we are able hire out the hall for a regular booking. Interest has increased as interest rates have risen. The 100 Club is in the process of being wound up and surplus funds transferred to the main account. Government covid grants have now ceased, so further payments have not been received.

Expenditure has increased now that normal activities are returning. We supported the jamboree, taking place in South Korea in the summer, with a donation and some camping equipment has been replaced. There were some repairs in the Hall to pay for and in general all utilities and insurance costs have risen.

In spite of current financial conditions, we have still managed a surplus of £18,919.57, which is being added to the Building Reserve for future improvements in the Hall.

Independent Examiner's Report to the Trustees of the 30th Reigate Scout Group

I report on the accounts of the Group for the year ended 31 March 2023 which are set out on pages 11 and 12.

Respective responsibilities of trustees and examiner

The Group's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under the Charities Act 2011) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts.
- To follow the procedures laid down in the General Directions given by the Charity Commissioners; and
- To state whether particular matters have come to my attention.

Basis of examiner's report

My examination was carried out with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Group 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 such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

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
 - a. to keep accounting records in accordance with the Charities Act 2011; and
 - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2 To which, in my opinion, attention should have been drawn to enable a proper understanding of the accounts to be reached.

Patrick Nolan ACIB

Independent Examiner

Date 4 June 2023