



30th Reigate Scout Group



Somers Hall, Slipshoe Street

Annual Report & Accounts Year Ended 31 March 2024



30th Reigate Scout Group
30th Reigate Scout Group Scout Council
Annual General Meeting

Monday 23 September 2024 at 7.30pm

At Somers Hall

Agenda

1. Introduction and welcome
2. Apologies for absence
3. Governance topics
 - a. Approve the minutes of the Annual General Meeting held on 21 September 2023
 - b. Adopt the model constitution from Policy, Organisation and Rules (POR)
 - c. Note the Group's financial year
 - d. Approve appointed and community members of the Group Scout Council
 - e. Agree the number of members that may be appointed to the Trustee Board
 - f. Agree the quorum for future meetings of the Group Scout Council (excluding this AGM)
4. **Review of the previous year**
 - a. The Group Lead Volunteer's review of Scouts in the 30th Reigate Scout Group
 - b. Receive and consider the Annual Report of the Group Trustee Board, including the annual Statement of the Accounts
5. **Making appointments**
 - a. Appoint the Group Chair, following recommendation from the open selection process initiated by the Group Trustee Board
 - b. Appoint the Group Treasurer, following recommendation from the open selection process initiated by the Group Trustee Board
 - c. Appoint members of the Group Trustee Board, following recommendations from the open selection process initiated by the Group Trustee Board
 - d. Appoint the Scrutineer / Independent Examiner
6. **Closing remarks**

Trustee Minutes of the Annual General Meeting Of 30th Reigate Scout Group Held at Somers Hall at 8pm on 21 September 2023.

Apologies – Alison Bruce, Peter Mitchell, Judy Clark, Martin Boyce, Carmel Briody, Adrian Jackson, Chris Davis

Attendance – John Hill, Betty Geer, Jim Clark, Sue Wallace, Alan Reed, Jonathan Gold, Dan Phillips, George Chandler

The Chair, John Hill welcomed everyone to the Meeting

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

Charity Report - The Chair highlighted that there had been a change in Scout Association rules in the way the management of the charity is run. In particular, the Scout Group was required to have its own constitution. The Scout Association model had been used and slightly adapted to our Group model of management. There was also a requirement to change the model of Executive Committee responsible for Group matters to a Board of Trustees. As before, it is proposed to have a limited number of members acting as trustee, the remaining members being part of the overall management group. The practical effect on the management of the Group is small. The new constitution was put to the vote and accepted.

Charity Year End – The charity year end was confirmed as 31 March each year

Accounts – John Hill presented the Treasurer's report in the absence of our Treasurer, Peter Mitchell. There is a surplus of income, which will be added to the Building Maintenance Reserve Fund and will be used for the ongoing improvement of the building and facilities of Somers Hall, which is currently underway. The meeting accepted the accounts proposed by George Chandler and seconded by Jonathan Gold.

Quorums – it was agreed any quorum for any committee or meeting would be two people, one of whom must be the Chair or GSL. Proposed by Sue Wallace and seconded by Betty Geer. Acceptance of the Trustee's charity report was proposed by Jonathan Gold and seconded by Sue Wallace.

Appointment of Group Chairperson – Jim Clark, GSL, stated that in the absence of any other nominations, John Hill was gratefully re-elected and thanked him for the many years guiding the Group.

Appointment of Trustee Board – The members of the Trustee Board, as listed in the Report, have agreed to continue in that role for another year. The Chair advised that in the absence of any other nominations, the following had agreed to continue in the roles of Treasurer and Secretary

- **Election of Group Treasurer** – Peter Mitchell was elected
- **Election of Group Secretary** - Betty Geer was elected

Election of Independent Examiner for financial records - Patrick Nolan has agreed to continue to undertake this role

All nominations accepted by proposer Alan Reed and seconded by Dan Phillips.

John Hill advised that Carmel Briody was stepping down from the management team with effect from this AGM and he thanked her for her involvement over the last few years. Sue Wallace was appointed a Trustee as Deputy GSL.

Any Other Business –

The 100 Club, which had been run as a Group lottery to raise funds for over 30 years, was closed on 31 March, with falling numbers of subscribers. John Hill thanked Michael Knight for managing this Club over all those years.

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

There being no other business the meeting closed at 8.30 pm

Trustees' Annual Report for the year

1 April 2023 to 31 March 2024

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	Lead Volunteer
Mrs Susan Wallace	Leadership Team Member
Mr Peter Mitchell	Treasurer
Mrs Betty Geer	Secretary

Members of the Operations Group

Mrs Judith Clark	Cub Team Leader
Mr Martin Boyce	Building adviser
Mr Alan Reed	Scout Team Member and building
Mrs Alison Bruce	Scout Team Member and general

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 activity of the charity during the year

Membership

Each section of Beavers, Cubs, Scouts and Explorers have fully returned to their imaginative programmes after the difficult covid period. As reported last year, there were some behavioural and other difficulties resulting from the long period that the sections could not meet but these continue to be managed.

The Group remains popular and thanks to the efforts of the Leaders, has a long waiting list to join, particularly of a Beaver age. Although Squirrels were introduced by the Scout Association (4-6 year olds), the Group has not introduced this section, even though there are many of that age on the waiting list, as the Group does not have sufficient leadership to manage this. Indeed, the Group has purposely reduced numbers in the scout section, as there has been some loss of regular leadership. This has been managed by a large extent by not taking more from the waiting list, which also affects the Cub and Beaver sections. Nonetheless, the number of scouts in 30th Reigate is greater than the other groups in Reigate District, currently, split between two troops.

The Group needs more leadership volunteers who can give some of their time. This includes those who can provide section organisation skills or general help at section evenings. The more we have the more that can be spread around, remembering, any help is good help.

You will note from this that the term leadership volunteer is used, which reflects the changes that are being made by the Scout Association to simplify terminology and make the process of adults joining more welcoming and easier to understand.

Whilst the Group is making efforts to recruit more volunteers; if this is not successful the Group will need to provide alternative solutions to manage the ongoing position.

To aid anyone thinking of helping in some way, the age groups are:

Beavers 6-8

Cubs 8-10.5

Scouts 10.5-14

Explorers 14-18

Building

In the last report the Trustees were considering improvements to Somers Hall. The upstairs kitchen was gutted and refurbished. Although there are now no cooking facilities, new sinks were installed and a new hard wearing floor laid, new lighting, as well as general redecoration. The room now looks much brighter and is a useful additional usable space.

In the downstairs small hall, the sink and cupboard units were removed and replaced with a new freezer and food storage shelving. This will provide benefits to camp preparations.

Further work is planned for other rooms to bring up to standard and this hoped to be completed during the current year.

Section E Financial Review

Brief statement on the charity's policy on reserves

At 31 March 2024 we held cash and deposits of £310,641.09. 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 2024/2025 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 of Trustees

James Clark
Group Lead Volunteer

Date 30 June 2024

Current Team Leaders as at 31 March 2023

Jim Clark (Lead Volunteer)

Judy Clark (Cub Team Leader)

Sue Wallace (Leadership Team Member)

Nick Clark (Scout Team Leader)

Wendy Gregory (Beaver Team Leader)

Tom Elwood (Explorer Team Leader)

In addition, there are Team Volunteers, Young Leaders from the Explorer Unit, as well as Occasional Helpers who support the leadership team

Chairman of Trustees' Report 2023 – 2024

From the viewpoint of face-to-face scouting and meetings for our young people, 2023-24 was again one of relative stability.

Financially, the year showed again that the Group's finances are sound. There was a substantial surplus of normal income over expenditure. Much of this was used to upgrade what was the kitchen to be more generally available for activities, whilst leaving a modest surplus to add to our reserves. It is proposed that another upstairs room, currently able to be divided into two, should be upgraded. The existing divider is no longer fit for purpose, but whether it should be replaced, and if so by what, is still under debate.

Somers Hall does not belong to the 30th. 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 use the building and keep it in good repair is of benefit to the 30th and enables the Trustees of Somers Hall to fulfil the objectives of the Trust.

In April 2023 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 rather than the practical aspects of scouting. However, the changes have had some influence on how we are organised and on the content of this Annual Report.

The work needed to run a scout group is substantial and we rely on the hard work of the leaders, helpers, Trustees and Members of the Executive. We need more volunteers for these roles. Jim Clark, as Group Scout Leader has a particularly onerous job. I thank all those who have contributed to the 30th for their support, without which we could not continue.

John Hill
Chairman of Trustees

Group Lead Volunteer's Report 2023 – 2024

In the last report the Trustees were considering improvements to Somers Hall. The upstairs kitchen was gutted and refurbished. Although there are now no cooking facilities, new sinks were installed and a new hard wearing floor laid, new lighting, as well as general redecoration. The room now looks much brighter and is a useful additional usable space.

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Further work is planned for other rooms to bring up to standard and this hoped to be completed during the current year.

Each Section has provided their usual quality in the programme. The success and reputation, evidenced by the young membership retention and the long waiting list to join us is only made possible by the sterling work that our Volunteer Leaders and Young Leaders put in, week after week. I make no apology for reiterating the request for more volunteer help. I know anyone thinking of helping will enjoy it and see the benefits for our young members, first hand and working with a great team. Come and join the team

Again, this year, I want to thank the leadership team, the trustees led by our Chair, John Hill and those who make up the operational side of the management team.

Jim Clark,
Group Lead Volunteer

30th Reigate Scout Group

Income & Expenditure Account

Year ended 31 March 2024

Income	23/24	22/23
	£	£
Subscriptions	24,929.52	27,181.81
Fundraising	2,258.67	4,666.61
Camps & activities	52,760.57	48,285.21
Clothing	1,509.00	1,269.90
Hall & other donations	4,240.00	3,948.79
Interest	7,099.31	2,477.45
Gift aid tax reclaim	6,764.70	7,797.52
Transfer from 100 Club	-	1,610.92
Miscellaneous	611.48	699.50
Total Income	100,173.25	97,937.71
Expenditure		
Scout Assoc. payment	10,215.00	10,215.00
Camps & activities	50,919.31	49,992.42
100 Club final payments	885.00	-
Jamboree	500.00	1,500.00
Equipment	1,977.61	5,687.18
Repairs, Maintenance and improvements	22,030.27	1,914.57
Utilities, Council tax & subscriptions	3,949.40	2,776.07
Telephone & Broadband	833.81	2,043.33
Insurances	1,439.73	1,141.86
Uniform, badges, clothing	2,885.57	3,251.96
Training	40.00	-
Bank charges, OSM fees etc.	329.50	347.50
		148.25
Total Expenditure	96,005.20	79,018.14
 Regular income less expenses	 4,168.05	 18,919.57
Income less expenses		
Allocation from / to reserves		
To building reserve	4,168.05	18,919.57
To general reserve	nil	nil
	4,168.05	18,919.57

Allocation to reserves –100% is allocated to building reserves for a refurbishments

30th Reigate Scout Group

Balance Sheet at 31 March 2024

		31 March 2024	31 March 2023
		£	£
Bank Balances	CAF Current	74,807.26	74,807.26
	CAF Deposit	61,696.25	60,372.17
	Skipton BS	87,813.50	85,000.00
	Cambridge & County	86,324.08	85,000.00
		310,641.09	305,179.43
Camp fees paid/ received in advance		-36,630.48	-35,336.87
Capitation fee paid in advance		10,215.00	10,215.00
Total Reserves		284,225.61	280,057.56

Analysis of Reserves

	General Reserve	Building Maintenance Reserve	Total
	£	£	£
31 March 2023	101,750.08	178,307.48	280,057.56
Allocate from income & expenditure	nil	4,168.05	4,168.05
31 March 2023	101,750.08	182,475.53	284,225.61

Notes to the Accounts

The main changes from an income perspective are that there is a small reduction in subscriptions reflecting a planned reduction of young people during the period. Fundraising opportunities have decreased, mainly for the Group as a consequence of changes in conditions after covid. Interest has increased as interest rates have risen. The gift aid tax repayments reduction is a consequence of reducing subscriptions.

Expenditure is about flat overall, with the exception of refurbishment of the kitchen area, totalling c £19k but the Group has still managed a surplus of just over £4k to add to the building reserve

Further refurbishment is planned to improve the property.

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 2024 which are set out on pages 8 and 9.

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 2024

