

20th Walsall (St Margaret's, Great Barr) Scout Group
Trustees' Annual Report – 1st April 2022 – 31st March 2023

Registered Charity Number: 1130225

Registered Address: Great Barr Community Hub

Vicarage Rise

Great Barr

Birmingham

B43 7AQ

Charity trustees for the period who manage the charity

Trustee Name	Office (if any)	Dates acted if not for whole year
Richard Cliff	Chair	
Stuart Wise	Treasurer	
Graham Smith	Group Scout Leader	
Claire Doggett	Assistant GSL	
Louise Maher	Secretary	

SECTION B – STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Documents and Processes

The Group is a trust established under the rules and regulations of the Scout Association.

The Group's Governing documents are those of The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Scouts Association Organisational Policy and Rules.

How the Charity is constituted

The Group is a trust established under its rules which are common to all Scouts.

Trustees Selection Methods

The Trustees (cited above) are appointed in accordance with the Policy, Organisation and Rules of The Scout Association. Nominations are taken from the executive body, and then a voting system is enacted.

The Group Executive Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Groups section leaders and parent's representation meeting every month.

This Group Executive Committee exists to support the Group Scout Leader in meeting the following responsibilities:

- The maintenance of Group property, equipment and vehicles;
- The raising of funds and the administration of Group finance;

- The insurance of persons, property and equipment;
- Assisting in the recruitment of leaders and other adult support; Appointing any sub committees that may be required;
- Appointing Group Administrators and Advisors other than those who are elected.

Additional Information

The Group is managed by an Executive Committee. Membership of the Executive Committee is made up of the Group Scout Leader, his nominated Group Chair along with an elected Treasurer and Secretary and other elected members. All Leaders are automatically members of the Group Council. The 'Charity Trustees' of the Scout Group are drawn from the Executive Committee.

As trustees of a charity, 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

RISK AND INTERNAL CONTROL

The Group Executive Committee 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.

Following the opening of the headquarters building, known as Great Barr Community Hub, in September 2010, all of the Scout Groups regular meetings were transferred there.

The Hub Management team, responsible for the management and sub-letting of the Hub, have overseen the administration of the building, including the sub-letting to other organisations. (The buildings running costs are financed from this sub-letting.) .

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 a mandatory requirement in the preparation of all activities.

Reduced income from fund raising

The Group is primarily reliant upon income from subscriptions and fundraising and endeavours to hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee have looked to raise the value of subscriptions to increase the income to the group on an ongoing basis.

Reduction or loss of leaders

The group is totally reliant upon volunteers to run and administer the activities of the group. If there was a reduction in the number of leaders to an unacceptable level in a particular section of the group as a 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.

Reduction or loss of members

The Group provides activities for all young people aged 4 to 18. The group holds a waiting list for membership of sections, however If there was a reduction in membership in a particular section or the group as whole at the present time, it would not destabilise the group. However it may be necessary to contract, consolidate or close a section. In the worst case scenario the complete closure of the Group.

This is extremely unlikely as there is a waiting list for most sections.

Risk and Internal Control Summary

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

The objectives of the group are as a unit of the Scout Association. The Aim of The Scout Association is to promote 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.

PUBLIC BENEFIT STATEMENT

The 20th Walsall Scout 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 in the Year**

Being allowed to reopen the hub following the pandemic, we welcomed back community groups renting the building, however with a reduction of groups due to loss of their own members and also the success of their own online meetings. Although the accounts display a small increase in income from rent compared to 2021-22, it is an approx 50% decrease of income when compared to the 2019-2020 rental income. However due to the Squirrel drey opening, a boost in numbers in most sections and an increase in membership fees there has been an increase in membership fees of approx. 40%.

With a repair having to be undertaken of the hub alongside an increase of 300% for electricity bills when compared to previous years expenditure has increased significantly this year hitting the reserves. The group now needs to look at ways of recouping these new running costs moving forward due to energy prices not looking likely to return anytime soon, if at all, and due to the age of the building repairs now becoming necessary to keep adequate reserves.

SECTION E - POLICIES

The Groups policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short.


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/high street banks i.e. HSBC and Barclays Banks.

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature



Full name - Mr Richard Cliff

Position - Chair

Date Signed – 15/03/24

Signature



Full name – Mr Graham Smith

Position - Group Scout Leader

Date Signed – 15/03/24



20th Walsall (St Margaret's Great Barr) Scout Group		Reg Charity No: 1130225	Form CC16a
Annual Accounts			
For the period from	1st April 2022	To 31st March 2023	

Section A: Receipts and Payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
Receipts					
Bank Interest	£ -	£ -	£ -	£ -	£ -
Donation	£ 38.00	£ -	£ -	£ 38.00	£ 4,030.00
Events	£ 7,526.78	£ -	£ -	£ 7,526.78	£ 500.00
Events - Beavers	£ 405.00	£ -	£ -	£ 405.00	£ -
Events - Cubs	£ 770.00	£ -	£ -	£ 770.00	£ 231.00
Events - Explorers	£ 1,702.00	£ -	£ -	£ 1,702.00	£ 1,960.60
Events - Scouts	£ 444.00	£ -	£ -	£ 444.00	£ 395.00
Events - Squirrels	£ 390.00	£ -	£ -	£ 390.00	£ -
Fundraising	£ 1,148.52	£ -	£ -	£ 1,148.52	£ 95.45
Gift Aid	£ -	£ -	£ -	£ -	£ -
Membership Fees	£ 9,885.00	£ -	£ -	£ 9,885.00	£ 6,910.00
Minibus	£ 392.50	£ -	£ -	£ 392.50	£ -
Refund	£ 1,000.00	£ -	£ -	£ 1,000.00	£ -
Rent	£ 10,117.90	£ -	£ -	£ 10,117.90	£ 6,701.50
Sub total	£ 33,819.70	£ -	£ -	£ 33,819.70	£ 20,823.55
Payments					
Activity Equipment	£ 30.54	£ -	£ -	£ 30.54	£ 482.43
Admin	£ 831.87	£ -	£ -	£ 831.87	£ 1,083.95
Badges	£ 2,537.08	£ -	£ -	£ 2,537.08	£ 77.00
Bank Fees	£ 692.28	£ -	£ -	£ 692.28	£ 300.39
Camping Equipment	£ 187.02	£ -	£ -	£ 187.02	£ 108.00
Donation	£ 3,150.00	£ -	£ -	£ 3,150.00	£ -
Events	£ 12,404.54	£ -	£ -	£ 12,404.54	£ -
Events - Beavers	£ -	£ -	£ -	£ -	£ 889.40
Events - Cubs	£ 570.00	£ -	£ -	£ 570.00	£ -
Events - Explorers	£ 2,768.30	£ -	£ -	£ 2,768.30	£ 2,400.21
Events - Network	£ -	£ -	£ -	£ -	£ -
Events - Scouts	£ 521.31	£ -	£ -	£ 521.31	£ 420.00
Events - Squirrels	£ 224.15	£ -	£ -	£ 224.15	£ -
Insurance	£ 4,379.68	£ -	£ -	£ 4,379.68	£ -
Meetings	£ 17.44	£ -	£ -	£ 17.44	£ -
Meetings - Beavers	£ 97.41	£ -	£ -	£ 97.41	£ 162.57
Meetings - Cubs	£ 57.29	£ -	£ -	£ 57.29	£ 189.26
Meetings - Explorers	£ 296.44	£ -	£ -	£ 296.44	£ 326.51
Meetings - Scouts	£ 183.97	£ -	£ -	£ 183.97	£ 72.02
Meetings - Squirrels	£ 123.79	£ -	£ -	£ 123.79	£ -
Membership Costs	£ 6,704.00	£ -	£ -	£ 6,704.00	£ -
Minibus	£ 3,887.02	£ -	£ -	£ 3,887.02	£ 2,741.55
Rent refund	£ 250.00	£ -	£ -	£ 250.00	£ -
Utilities	£ 15,826.62	£ -	£ -	£ 15,826.62	£ 15,612.26
Venue Maintenance	£ 7,739.44	£ -	£ -	£ 7,739.44	£ 957.93
Sub total	£ 63,480.19	£ -	£ -	£ 63,480.19	£ 25,823.48
A4 Asset and investment purchases, (see table)					
	£ -	£ -	£ -	£ -	
	£ -	£ -	£ -	£ -	
Sub total	£ -	£ -	£ -	£ -	£ -
Total payments	£ 63,480.19	£ -	£ -	£ 63,480.19	£ 25,823.48
Net of receipts/(payments)	£ 29,660.49	£ -	£ -	£ 29,660.49	£ 4,999.93
A5 Transfers between funds	£ -	£ -	£ -	£ -	£ -
A6 Cash funds last year end	£ 43,582.24	£ -	£ -	£ 43,582.24	£ 48,582.17
Cash funds this year end	£ 13,921.75	£ -	£ -	£ 13,921.75	£ 43,582.24

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Group Account	13,922	-	-
		-	-	-
		-	-	-
		-	-	-
	Total cash funds	13,922		

(agree balances with receipts and payments account(s))

OK

OK

OK


	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Land & Buildings	Group	-	600,000
	Motor Vehicles (15% Reducing Balance)	Group	-	12,600
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on
behalf of all the trustees

Signature	Print Name	Date of approval
	G. W. SMITH R. CLIFF	15/03/24 15/03/24

