

Trustees' Annual Report

For the period

From (start date)

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 to end date

3	1	0	3	2	4
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Section A Reference and administration details

Charity name	<table border="1"><tr><td colspan="10">2nd Otley Scout Group</td></tr></table>	2nd Otley Scout Group																																									
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Other names the charity is known by	<table border="1"><tr><td colspan="10"></td></tr></table>																																										
Registered charity number (if any)	<table border="1"><tr><td>1</td><td>1</td><td>3</td><td>9</td><td>9</td><td>2</td><td>9</td></tr></table>	1	1	3	9	9	2	9																																			
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HQ registration number	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																										
Charity's principal address	<table border="1"><tr><td colspan="10">The Scout Hut</td></tr><tr><td colspan="10">Craven Street</td></tr><tr><td colspan="10">Otley</td></tr><tr><td colspan="5">Postcode</td><td>L</td><td>S</td><td>2</td><td>1</td><td>1</td><td>B</td><td>U</td></tr></table>	The Scout Hut										Craven Street										Otley										Postcode					L	S	2	1	1	B	U
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Names of the charity trustees who manage the charity
(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	John Binks	Chair	
2	Trevor Oates	GSL	
3	Mark Hargrave	Trustee	
4	Roy Ruddle	Trustee	
5	Simon Quin	Explorer Leader	Sep-23
6	Pamela Oddy	Trustee	
7	Bethan Johnson	Treasurer	
8			
9			
10			
11			
12			
13			
14			
15			

Names and addresses of advisers (optional information but encouraged as best practice)
(These will be published in the annual report of the charity)

Type of advisor	Name	Address

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

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 Association and The Policy, Organisation and Rules of The Scout Association.

How the charity is constituted

(e.g. trust, association, company)

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

Trustee selection methods

(e.g. appointed by, elected by)

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

Additional governance issues (optional information but encouraged as best practice)

You may choose to include additional information, where relevant, about:

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

The Group is managed by the Group Trustee Board, the members of which are the 'Charity Trustees' of the Scout Group which is an educational charity. As charity trustees 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.

The Trustee Board consists of the Chair, Treasurer and 5 Trustees (including 2 Ex Officio Trustees, and 3 elected Trustees) and meets every 4 months.

Members of the Trustee Board complete Being a Scouts Trustee learning within the first 6 months of joining the Board and the other required modules within their first 24 months. All members of the Trustee Board are cleared by the Disclosure and Barring Service.

This Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that gives young people skills for life.

Section B	Structure, governance and management (continued)
	<p data-bbox="600 371 911 405">Risk and Internal Control</p> <p data-bbox="600 405 1283 533">The group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, and a comprehensive insurance policies to ensure that insurable risks are covered.</p>

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>The Purpose of Scouting Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p>The Values of Scouting As Scouts we are guided by these values: Integrity - We act with integrity; we are honest, trustworthy and loyal. Respect - We have self-respect and respect for others. Care - We support others and take care of the world in which we live. Belief - We explore our faiths, beliefs and attitudes. Co-operation - We make a positive difference; we co-operate with others and make friends.</p> <p>The Scout Method Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and: - enjoy what they are doing and have fun - take part in activities indoors and outdoors - learn by doing - share in spiritual reflection - take responsibility and make choices - undertake new and challenging activities - make and live by their Promise.</p>
Summary of the main activities in relation to these objects	<ol style="list-style-type: none"> 1. Begun the process of preparing a Leaders' Induction pack for all new Leaders; 2. Checked that the values in our insurance policies are appropriate; 3. Continued to ask Leeds CC to progress the building lease; 4. Examined our record-keeping; 5. Agreed to change our banking arrangements; 6. Ensured financial probity for 2nd Otley which required an increase in subs; 7. Developed a Reserves Policy and 8. Continued to support training for all our Leaders and Young Leaders. 9. We have supported efforts by our Scouts to fundraise for their trip to Sweden and have welcomed the launch of the new Explorers Group which is housed in our Scout Hut.

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

Public benefit statement

The 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 of the charity during the year

Section E

Financial Review

Brief statement of the charity's policy on reserves

Reserves Policy

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short and to cover urgent building and equipment related costs. This is reviewed annually.

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)

Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:

- the charity's principal sources of funds (including any fundraising);

Investment Policy

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 banks or building societies.

• how expenditure has supported the key objectives of the charity;

• investment policy and objectives;

Section F

Other Optional Information

Plans for future periods (details of any significant activities planned to achieve them)

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Andrew John Binks Bethan Johnson

Position (eg Secretary, Chair)

Chair Treasurer

Date

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2nd Otley Scout Group Receipts and Payments Account

For the year from	1/Apr/23	To	31/Mar/24
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Receipts and Payments

	2023/24 Unrestricted funds £	2022/23 Unrestricted funds £
Receipts		
<u>Donations, legacies and similar income</u>		
Membership subscriptions	19,095	13,350
Less: Membership subscriptions paid on (National/County/Area/District)	6,836	6,177
Net membership subscriptions retained	12,260	7,173
Donations	350	-
Camp Account Surplus	-	-
Camp Account Surplus (Sweden)	8,692	-
Gift Aid	7,351	-
Charge to Explorers for Group Support	370	-
Other similar income		
	29,023	7,173
<u>Grants</u>		
Maintenance grant	-	-
Other grants	-	-
	-	-
<u>Fundraising (gross)</u>		
Gang Show		763
Sweden Fundraising	1,788	-
	1,788	763
<u>Investment Income</u>		
Bank interest	-	-
Building Society interest	-	-
The Scout Association Short Term Investment	-	-
Property Rent income	-	-
Property Rent: deposits	-	-
	-	-
Total Gross Income	30,811	7,936
Asset and investment sales, etc.	-	-
Total Receipts	30,811	7,936

2nd Otley Scout Group Receipts and Payments Account

For the year from	1/Apr/23	To	31/Mar/24
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Receipts and Payments

	2023/24 Unrestricted funds £	2022/23 Unrestricted funds £
Payments		
<u>Charitable Payments</u>		
Youth programme and activities	2,629	1,556
Adult support and training	-	43
Rates	116	286
Water and Sewerage	432	207
Electricity and Gas	2,235	2,047
Insurance	1,572	1,317
Repairs and Renewals	3,192	3,144
Materials and equipment	76	1,058
Administration Costs - Bank Charges & GoCardless Fees	1,652	702
Camp Accounts Deficit	1,379	947
Badges & Neckers	1,620	2,557
Pantomime Subsidy	379	152
AGM and trustee expenses		
Explorers	273	
PSG Expenses net of grant	444	
	15,999	14,016
<u>Fundraising Expenses</u>		
Donation to St George's Crypt	350	
WaterAid Donation from Prior Year	917	
Donation to Otley Food Bank - Gang Show		553
Gang Show Room Hire		210
Otley Food Bank re 2021 Donation		40
	1,267	803
Total Gross Expenditure	17,266	14,818
Asset and investment purchases, etc. - see note 2	-	-
Total Payments	17,266	14,818
Net of receipts/(payments)	13,545	- 6,883
Cash funds last year end	74,214	81,096
Cash funds this year end	87,759	74,214

Statement of assets and liabilities at the end of the year

	31/Mar/24 Unrestricted funds £	31/Mar/23 Unrestricted funds £
<u>Cash funds</u>		
Bank current accounts	13,235	16,573
Funds held for July 2024 Sweden Camp	10,480	
Bank deposit account - Subs Account	64,045	57,640
	87,759	74,214
<u>Other monetary assets</u>		
Tax claim	-	-
Pool Scout Group - See Note 1	444	-
Explorers - See Note 2	273	-
Insurance claim	-	-
	717	-
<u>Investment assets</u>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
	-	-
<u>Non monetary assets for charity's own use</u>		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings - see Note 3	22,624	24,812
Motor vehicles	-	-
Scouting equipment, furniture etc	-	-
Other	-	-
	22,624	24,812
<u>Liabilities</u>		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Loan - detail	-	-
Other liabilities - see Note 4	-	917
	-	917
Total net assets	111,099	98,109

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees at the meeting of the Board of Trustees on 23rd June, 2024 and signed on their behalf by



T.G.O.

Bethan Johnson, Group Treasurer

Trevor Oates, Group Scout Leader

Notes to the Accounts

Note 1

Pool Scout Group deficit - held by 2nd Otley to support the establishment of Pool Scout Group

Note 2

Explorers deficit- held by 2nd Otley to support the establishment of new Explorer Unit

Note 2

Chevin Community Centre Extension	<u>2024</u>	<u>2023</u>
Cost b/f	48,883	48,883
Additions		
Grants/Donations received		
Cost C/f	48,883	48,883
Depreciation b/f	24,071	21,883
Charge for year	2,188	2,188
Depreciation c/f	26,259	24,071
Net Book Value	22,624	24,812

Note 4

Water Aid Donation not paid in year

Independent examiner's report to the trustees of 2nd Otley Scout Group

I report to the trustees on my examination of the accounts of the 2nd Otley Scout Group for the year ended 31st March 2024.

Responsibilities and basis of report

As the charity trustees of the 2nd Otley Scout Group 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 2nd Otley Scout Group accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the 2nd Otley Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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

Signed: *K Calvert*

Name: *Katie Calvert*

Relevant professional qualification or membership of professional bodies (if any): *ACA*

Address: *32 Acom Way, Pool in Wharfedale, Otley, LS21 1TY*

Date: *6/10/25*