



Oxford Road Scout Group
Annual Trustee Report and Accounts
Year Ended 31st March 2024

**Oxford Road Scout Group
Trustees Annual Report**

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Oxford Road Scout Group

Trustees Annual Report

From 1st April 2023 to 31st March 2024

Reference and Administration Details:

The Charity's name is Oxford Road Scout Group also known as 103rd Reading Scout Group. The registered Charity number is 1152394. The Scout Association HQ registered number is 46932.

The principal address is former H and P Bowls Club, Kensington Road, Reading RG 30 2SZ. The correspondence address is 16, Queen Annes Gate, Caversham, Reading RG4 5DU.

Trustees:

Luke Trimby	Group Scout Leader
Nick Church	Vice Chair
Lauren Forrest	Secretary
Keith Simpson	Treasurer (Resigned 31/08/2023)
John Stout	Treasurer (Appointed 1/09/2023)
Mellissa Cooper	
Jazeel Fazy	
Oisin Lynch	
Robert Spokes	

Professional Adviser:

Legal Matters: Bill Montague, Dextor Montague LLP, 105 Oxford Road, Reading RG1 7UD

Structure Governance and Management

The Group's governing documents are those of the Scout Association. These 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. The Group is a trust established under its rules which are common to all Scouts and Trustees are appointed in accordance with the Policy, Organisation and Rules of the Scout Association.

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 registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

The Trustees Board which meets monthly consists of the GSL, Secretary and Treasurer and five other Trustees, including 2 ex-officio Trustees and 2 co-opted Trustees. Members of the Trustee Board complete the course on being a Scout Trustee within 6 months of joining the Board.

The Board exists to ensure the Charity is well managed. Risks are assessed and mitigated, buildings and equipment are in good and safe working order and everyone follows legal requirements and the organisations policies and rules. Their support helps other volunteers run high quality and safe programmes which give young people skills for life.

Risks and Internal Control

Risks

The Group Trustee Board has identified the major risks to which the Group is exposed. These have been reviewed and systems have been established to mitigate against them as far as possible. The main areas of concern are,

Reduction or loss of leaders, parent involvement or Trustee members. The Group is totally reliant upon volunteers to run and administer the activities of the Group. In addition, the age profile of volunteers is skewed with several volunteers being over 70 years of age. The Trustees actively encourage parents to become volunteers and take up volunteer positions.

Injury to leaders, helpers, supporters and members. The Group through the Capitation Fees paid to District, County and Headquarters contributes to the Scout Associations national accident insurance policy. Risk assessments are undertaken before all activities.

Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fund raising for both day-to-day activities and the new building. The group does not currently hold reserves to cover this. A recovery plan to improve the financial position of the Group is underway. This includes raising subscriptions, reviewing expenditure and managing finances more closely.

Reduction or loss of members. The Group provides activities for all young people aged 6 to 18. If there was a reduction in membership in a particular section or the Group as a whole then there would have to be a contraction, consolidation or closure of a section or in the worst-case closure of the group. The Trustee Board keeps member numbers under constant review and also maintains a waiting list which is regularly reviewed and updated.

Damage to buildings, property and equipment. The Group would request the use of buildings, property and equipment from neighbouring organisations such as churches community centres and other Scout groups. Similar reciprocal arrangements exist with these organisations. The Group also has sufficient buildings and contents insurance in place to mitigate against permanent loss.

Internal Control

The Group has in place systems of internal control that are designed to provide reasonable assurance against material mismanagement or loss.

Objectives and Activities

The purpose of Scouting is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

Scouts are guided by the following 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.

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 promises

The main activities in relation to these objects will be found in the separate section reports.

The Group meets the Charity Commissioners public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

Achievements and performance

During the year the Jamborette, in Haarlem was attended by Explorers and Scouts. Work on the new building also advanced with work on the guttering and drainage being completed.

Financial Review

The accounts prepared in accordance with the Charity Acts for small organisations are attached.

The Group's finances are showing signs of recovery following the effects of Covid 19. A review has been undertaken of major expenditures and steps taken to minimise them. Work has also been undertaken to minimise non-payment of subscriptions and promptly claim Gift Aid. All of these are crucial for the group's future.

A Budget for 2024/25 has been prepared along with a cash flow forecast. However, a review of these documents by the Trustee Board indicated that the Group will need to raise subscriptions during the forthcoming year to remain viable and rebuild reserves. A motion to approve a 20% increase in subs from £120 to £144 per annum will be put forward at the AGM.

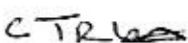
On a more positive note, due to the generosity of a number of benefactors the Group has been able to recommence work on the new headquarters. The aim is to have the building watertight during the Autumn with both windows and doors fitted.

Currently the Group does not have sufficient reserves to hold any contingency reserves hence the need for a subscription increase.

As the Group's income and expenditure is quite small, all funds are held in cash or on short term deposit with a mainstream bank to minimise any risk of loss.

Declaration

The Trustees declare that they have approved the Trustees Report above:

Signatures: CTR 
Names: LUKE TRIMBY
Position: GSL
Date: 3/7/24

JWP Stout
JOHN STOUT
Treasurer
3/7/24

Oxford Road Scout Group Charity No 1152394
Receipts and Payments Account
For the year 1st April 2023 to 31st March 2024
Statement of assets and liabilities at the end of the year

	<u>31 03 2024</u>		<u>31 03 2023</u>	
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total Funds</u>	<u>Total funds</u>
	<u>Funds</u>	<u>Funds</u>	<u>£</u>	<u>£</u>
Cash funds	£	£	£	£
Bank current account - Scouts	1,139	0	1,139	3129
Bank current Account - Explorers	1,889	0	1,889	5727
Bank Deposit Account	0	8,371	8,371	2210
Cash floats	130	0	130	250
Total cash funds	3,158	8,371	11,529	11316
Other monetary assets				
Gift Aid Claim	2,975	0	2,975	0
Haarlem	273	0	273	0
Prepayments	277	0	277	0
	3,525	0	3,525	0
Liabilities				
Accounts not yet paid	-126	0	-126	0
Expenses incurred not yet invoiced	-268	0	-268	0
Other - Refunds	-62	0	-62	0
	-456	0	-456	0
Total Net Assets	6,227	£8,371	£14,598	£11,316

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 3rd July 2024 and signed on their behalf by

L Trimby
J P Stout

L Trimby
J Stout

GSL
Treasurer

Oxford Road Scout Group Charity No 1152394

Receipts and Payments Account

For the year 1st April 2023 to 31st March 2024

	<u>31 03 2024</u>		<u>31 03 2023</u>
	<u>Unrestricted</u>	<u>Restricted</u>	
	<u>Funds</u>	<u>Funds</u>	<u>Total Funds</u>
	<u>£</u>	<u>£</u>	<u>£</u>
Receipts:			
Membership subscriptions	7,092	0	7,092
Gift Aid	1,685	0	1,685
Donations	2,100	13,282	15,382
Haarlem	8,387	0	8,387
Activities	2,474	0	2,474
Camps	1,140	0	1,140
Other	0	0	0
	22,878	13,282	36,160
Fundraising events			
Football	0	0	0
	0	0	0
Hall income			
Hire of Building	150	0	150
	150	0	150
Financ			
Bank interest	0	65	65
	0	65	65
Total Receipts	23,028	13,347	36,375
Payments:			
Membership Fees	4,617	0	4,617
Electricity	-1,776	0	-1,776
Insurance	1,088	0	1,088
Water	221	0	221
Repairs	216	0	216
Rates	109	0	109
Bank Charges	214	0	214
Leaders Expenses	2,173	0	2,173
Badges	513	0	513
Haarlem	12,942	0	12,942
Activities	2,324	0	2,324
Camps	1,861	0	1,861
Building Costs	0	11,270	11,270
Other	390	0	390
Total Gross Expenditure	24,892	11,270	36,162
Net of receipts (payments)	-1,864	2,077	213
Transfers between Funds	-4084	4084	0
Cash funds last year	9106	2210	11316
Closing cash funds	£3,158	£8,371	£11,529

Independent examiner's report to the trustees of Oxford Road Scout Council

I report to the trustees on my examination of the accounts of Oxford Road Scout Group for the year ended 31st March 2024

Responsibilities and basis of report

As the charity trustees of the 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 Oxford Road 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 Oxford Road Scout Group as required by section 130 of the Act;
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: F Mackenzie FCA

Name: Fiona McKenzie

Qualification: FCA

ICAEW membership No: 7412320

Address: 4 St Annes Road, Headington, Oxford, OX3 8NL

Date: 26 June 2024