



Trustees' Annual Report for the period

Period start date
 From Day 01 Month 01 Year 2022 To Day 31 Month 12 Year 2022

Section A

Reference and administration details

Charity name

ST. PAUL'S RUSTHALL 2nd TUNBRIDGE WELLS SCOUT GROUP

Other names charity is known by

N/A

Registered charity number (if any)

1165139

Charity's principal address

Sunnyside Hall

Rusthall Road

Rusthall, Tunbridge Wells

Postcode

TN4 8RA

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Angela Applegate	Chairperson		
2	Michelle Rule	Treasurer		
3	Kevin Powley	Group Scout Leader		
4	Gavin Cons	Cub Scout Leader		
5	Matthew Johnston	Scout Leader		
6	Helen Bigsby	Scout & Explorer Leader		
7	Natalie Hyder	Parent Rep (S)		
8	Mark Johnson	Beaver Scout Leader		
9	Louise Johnson	Beaver Scout Leader		
10	John Burwood	Cub Scout Leader		
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Scoutmaster	Gary Saunders (FCA)	Budleigh, Farnfield Avenue, Speldhurst, TN3 0LD

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document

The Group's governing documents are those of The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bylaws of the Scout Association and The Policy, Organisation and Rules of The Scout Association.

How the charity is constituted

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

Trustee selection methods

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

Additional governance issues (Optional information)

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

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Group is managed by the Group Executive Committee, in accordance with Scouts POR rule 3.22 & 3.24. The members of which are the 'Charity Trustees' and other Scout Leaders and Parent Representatives of our Scout Group. The Scout Group 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 Committee consists of up to 3 independent representatives e.g. Chair, Treasurer and Secretary together with the Group Scout Leader, Deputy Group Scout Leader, individual section leaders and parent's representation and meets approximately every 3 months. We no longer appoint a secretary and the Chair kindly keeps records.

This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:

- The maintenance of Group property
- The raising of funds and the administration of Group finance
- The insurance of persons, property and equipment
- Group public occasions
- 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 elected

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:

- Reduction or loss of members. The Group provides activities for all young people aged 6 to 14. If there was a reduction in membership in a particular section or the group as 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.

- Damage to the buildings we use, property and equipment. The Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, and other Scout Groups.
- 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 undertaken before all activities. Additional personal injury insurance is provided for all leaders and adult helpers.
- Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee could raise the value of subscriptions to increase the income to the group on an on-going basis, either temporarily or permanently.
- 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 or 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
- The group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 authorisers for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.
- Global pandemic. The Group responds in accordance with the guidance from the Scout Association and has taken steps to ensure that members still experience Scouting bearing in mind the current level of risk related to the Covid-19 pandemic.
- Rent increases and cost of living crisis. The Group has been in dispute with Sunnyside Hall Trustees regarding its ownership and use of Sunnyside Hall for a number of years. A resolution to the dispute was agreed in 2021 which has involved a substantial increase in rent payments and further planned increases. The proposed rent increase and increases for the next 5 years were expected to be affordable as we would slowly increase subs to address the extra outlay. However, our numbers fell due to the pandemic and we note that our families are being financially squeezed by the general increase in the cost of living – we have introduced a subs increase late 2022 (for the academic year) and are monitoring payments. The Group has reserves which it can rely upon in the short term to bridge any gap but this is not sustainable in the long term.

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.

Summary of the main activities in relation to these objects

The focus of the Group is to provide opportunities for young people to enable them to meet their potential through activities which include badge work, outings and camps. We welcome all young people regardless of personal background, faith or gender.

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.

Additional details of objectives and activities (Optional information)

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

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

A great contribution is made by all our volunteers whether they act as Leaders, Assistant Leaders, Section Assistants, members of the Executive Committee or as parent helpers at the weekly meetings. We are grateful for the many hours volunteers have spent to provide the variety of opportunities open to the young people in our group. Without this valuable contribution of time, energy and expertise we would not have been able to achieve so much.

Any surplus funds which are not required to pay for activities are placed on deposit to either earn interest or be used for replacement equipment. Small sums are used to provide access to activities for young people who would not otherwise be able to afford to attend some events.

The Group holds significant residual funds above and beyond the reserves and the Group (with active encouragement from its treasurer) has sought to deploy these funds for the benefit of the members rather than to sit on the money "for a rainy day." The Group Executive regularly discusses options for use of the funds and has recently completed a full programme of replacement of equipment as well as buying new technology in order to bring the equipment of the Group into the 2020s.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

2022 was a year of rebuilding for Scouting as a whole and our Group. The structure of meetings was back to normal, although with still reduced numbers. We note that the membership in the younger sections ramped up through 2022 and into 2023, although the Scout section still has spaces – the tide of members from the younger sections will ripple upwards over time.

The Group had a full calendar of activities and camps including a fabulous return of St. George's Day event, a jubilee-themed family camp and a series of section camps including the award of a new Nights Away permit in the Beaver section.

The Explorer unit is financially independent of the Group and has a formal partnership with the Group. One of our Explorers earned a place at the World Scout Jamboree and spent 2022 fundraising for the trip in July 2023.

The focus of much of the activity remains on badge work.

Our Group has worked with District to ensure all mandatory training is up to date and now has a robust process for maintain DBS checks.

Our Facebook profile is regularly updated.

Our financial position remained healthy at the end of 2022, despite the dent to income with the reduced number of members. Our Gift Aid claim was down due to reduced subs. The Committee reviews the level of subs in relation to a budget each year and agrees the appropriate level of subs and allocation of meeting budgets for each section, as well as larger expenditure plans.

The Group made a loss in 2022 in accordance with the budget, met out of reserves built up in earlier years. This was due to the higher rent in line with lower subs. The loss was not as great as it might have been, because the Group made a small profit on most activities which was used to offset the general deficit.

Our Executive committee has been working with representatives of Sunnyside Community Hall Limited (another registered charity) in relation to settling and documenting both parties shared ownership of the land where Sunnyside Community Hall and the store are located and have now agreed the terms for the preparation of legal documentation. This has taken a very long time to achieve and dealing with the final stages was delayed further by the pandemic and the lack of availability of solicitors because of a boom in house purchasing. The legal work began in 2022 but stalled again because Sunnyside Hall received legal advice not to enter into the lease. We are working with Sunnyside to find a compromise resolution that allows the Scout Group comfort that its interests are acknowledged.

Section E

Financial review

Brief statement of the charity's policy on reserves

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. The Group Executive Committee considers that the group should hold a sum equivalent to 12 months running costs, circa £7,500 on an income basis.

The Group held reserves of more than £26,000 against this at year end. This is above the level required for operating expenses but represents a c£1,000 fall from 2021. The high level of reserves is explained by fund raising in prior years to finance the expansion of Sunnyside hall (which is part owned by the Group) to allow it to be used by the Beavers and Cubs as well as the Scouts.

The budgeting process was undertaken for 2022.

Details of any funds materially in deficit

None

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);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Group's Income and Expenditure is very small and as a consequence does not have sufficient funds to invest in longer term investments such as 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 our CAF account.

The Group Executive regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements. The CAF banking arrangements includes a "Gold" interest bearing account, and as such, the Group have split their funds across both the current and the Gold accounts. No period of notice is needed to transfer funds. The interest rate on the Gold account is comparable to the Scout Charity Deposit Service.

Section F

Other optional information

The Group got back on its feet in 2022, with the traditional round of events, activities and our numbers increasing.

Gavin Cons has made a brilliant job of taking over as Group Scout Leader since March 2022.

The Group has not finalised formalisation of its land rights and relationship with Sunnyside Community Hall Limited in 2022 and remains keen to do so.

In 2023 we plan to:

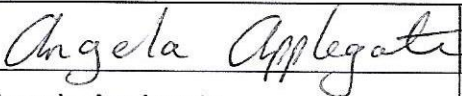
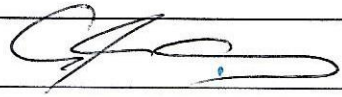
- Rebuild our membership
- Recruit additional adult help and reorganise our leadership team
- Finalise and settle our land ownership rights
- Get outside, meet friends and enjoy our programme

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)	Angela Applegate	Gavin Cons
Position (eg Secretary, Chair, etc)	Chairperson	Group Scout Leader
Date	6 th May 2023	

Independent Examiner's Report to the Trustees of the

ST PAUL'S RUSTHALL SCOUT GROUP

I report to the trustees on my examination of the accounts of the St Paul's Rusthall Scout Group for the year ended 31st December 2022.

Responsibilities and basis of report

As the charity trustees of the St Paul's Rusthall 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 the St Paul's Rusthall 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 St Paul's Rusthall 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.

Name:  FCA

Address: Budleigh, Furze Field Avenue, Speldhurst TN3 0LD

Date: 21st March 2023

Statement of Assets and Liabilities at the end of the year

	31st December 2022 Unrestricted Funds £	31st December 2021 Unrestricted Funds £
Cash Funds		
Bank Current Account	26,494.53	27,881.30
Bank Deposit Account	-	
Building Society Account		
The Scout Association Short Terms Investment Service		
Cash/Section Floats	-	
Total cash funds	26,494.53	27,881.30
Other monetary assets		
Tax Claim	-	
Debts due from County/Area/District/Group	-	
Insurance Claim	-	
Sub total	-	
Investment Assets		
Investment property - detail	-	
Quoted investments	-	
Other investments - detail	-	
Sub total	-	
Non monetary assets for charities own use		
Badge stock	50.00	50.00
Shop stock	-	
Other stock	-	
Land and buildings	13,818.13	15,019.71
Motor vehicles	-	
Scouting equipment, furniture etc	12,976.28	12,009.21
Other	-	
Sub total	26,844.41	27,078.92
Liabilities		
Accounts not yet paid - Hall hire	-	-
Expenses incurred but not paid	-	-
Subscriptions not yet paid	-	-
	-	-
Other liabilities	-	-
Sub total	-	-

Contingent liabilities and future obligations

None

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 7 February 2023 and signed on their behalf by

Angela Applegate
Group Executive Chairperson

G. Rule
Hon. Treasurer

St Paul's Rusthall Scout Group
Receipts and Payments Account

For the year from	1st January 2022	To	31st December 2022
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Receipts and payments

	2022 Unrestricted Funds £	2021 Unrestricted Funds £
Receipts		
Donations, legacies and similar income		
Membership subscriptions	10,057.75	9,277.59
Less: Membership subscriptions paid on (National/County/Area/District)	5,679.00	5,853.00
Net membership subscriptions retained	4,378.75	3,424.59
Donations, legacies and similar income	103.45	
Legacies		
Gift Aid	2,033.44	1,163.73
Other similar income - Uniform Commission/Sales	893.50	808.00
Sub total	7,409.14	5,396.32
Grants		
Maintenance grant		
Other grants		
Sub total	-	
Fundraising (Gross)	395.68	137.10
Activities	20,491.50	4,477.00
Misc	17.00	
Other fundraising activities		
Sub total	20,904.18	4,614.10
Investment income		
Bank interest	66.37	8.97
Building Society interest		
The Scout Association Short Term Investment Service	-	14.37
Property Rent income		
Other Investment income		
Sub total	66.37	23.34
Total Gross Income	28,379.69	10,033.76
Asset and investment sales, etc		
Total Receipts	28,379.69	10,033.76

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Angela Applegate
Group Executive Chairperson

[Signature]
Hon. Treasurer

St Paul's Rusthall Scout Group
Receipts and Payments Account

For the year from	1st January 2022	To	31st December 2022
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Receipts and payments

	2022 Unrestricted Funds £	2021 Unrestricted Funds £
Payments		
Charitable Payments		
Youth programme and activities	22,666.10	7,600.26
Adult support and training		
Rent	3,050.00	1,504.00
Water and Sewerage		
Electricity and Gas		
Insurance	445.54	433.95
Repairs and Renewals	55.00	
Materials and equipment	2,167.99	704.38
Printing and photocopying		
Contribution to camp costs		
Uniforms	503.55	
AGM and trustee expenses		
Fund Raising Expenses		
Miscellaneous	878.28	810.52
Sub total	29,766.46	11,053.11
Sub total	-	
Total Gross Expenditure	29,766.46	11,053.11
Assett and investment purchases, etc		
Total Payments	29,766.46	11,053.11
Net of receipts/(payments)	(1,386.77)	(1,019.35)
Cash funds last year end	27,881.30	28,900.55
Cash funds this year end.	26,494.53	27,881.20

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7 February 2023 and signed on their behalf by

Angela Applegate
Group Executive Chairperson

[Signature]
Hon. Treasurer

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G. Rule
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St Paul's Rusthall Scout Group
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Group Executive Chairperson

[Signature]
Hon. Treasurer

**St Paul's Rusthall Scout Group
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[Signature]
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