

# Trustees' Annual Report

For the period

From (start date) 0 1 0 4 2 2 to end date 3 1 0 3 2 3

## Section A

## Reference and administration details

Charity name

14th Hove (St Andrews Portslade) Scout Group

Other names the charity is known by

Registered charity number (if any)

1 1 7 2 7 7 1

HQ registration number

2 7 0 7 1

Charity's principal address

Scout Hut, Vale Park

Rear of 104 St Andrews Road

Portslade

East Sussex Postcode

B N 4 1 1 D E

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	Sally Thorley	Group Scout Leader	
2	Katie Chipping	Chair	
3	Kathy Bruce	Treasurer	
4	Timothy Thorley	Scout Leader	
5	Andrew Archibald	Scout Leader	
6	Jonathan Leonard	Cub Leader	
7	Tricia Awcock	Beaver Leader	
8	Kirsten Cheeseman	Beaver Leader	Resigned 28/03/2022
9	Stacey Robins	Parent Rep	
10	Phil Bint	Parent Rep	Resigned 31/07/2022
11	Jenine Twardzik	Parent Rep	
12	Lucy Pizer	Parent Rep	From 01/05/2022
13			
14			
15			

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 Bye Laws of the 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

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 Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leader, individual section leaders (if opted to take on the responsibility) and parent's representation and meets quarterly.

Members of the Trustee Board complete 'Essential Information for Executive Committee' and GDPR training within the first 5 months of joining the committee.

This Trustee Board 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 who are elected.

**Risk and Internal Control**

The Trustee Board 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. The Group would request the use of buildings, property and equipment from neighbouring Scout Groups. 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 undertaken before all activities.

Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and fundraising. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Trustees could raise the value of subscriptions to increase the income to the group on an ongoing 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 closure of the Group.


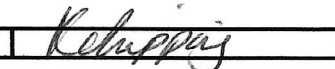
Reduction or loss of members. The Group provides activities for all young people aged 6 to 14. If there was a reduction in membership in a particular section or the group as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group.

Section C	Objectives and activities
Summary of the objects of the charity set	<p><b>The Purpose of Scouting</b> Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b> As Scouts we are guided by these values:  <b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.  <b>Respect</b> - We have self-respect and respect for others.  <b>Care</b> - We support others and take care of the world in which we live.  <b>Belief</b> - We explore our faiths, beliefs and attitudes.  <b>Co-operation</b> - We make a positive difference; we co-operate with others and make friends.</p> <p><b>The Scout Method</b> Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:</p> <ul style="list-style-type: none"> <li>- enjoy what they are doing and have fun</li> <li>- take part in activities indoors and outdoors</li> <li>- learn by doing</li> <li>- share in spiritual reflection</li> <li>- take responsibility and make choices</li> <li>- undertake new and challenging activities</li> <li>- make and live by their Promise.</li> </ul>
Summary of the main activities in relation to these objects	<p>For the 14th Hove (St Andrews Portslade) Scout Group the main activities in relation to these objectives is the provision of the weekly section meetings . All sections have additional activities to support their programme beyond the weekly meetings</p>
Public benefit statement	<p>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.</p>

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

Signed on behalf of the charity's trustees

Signature(s)

	
---	--

Full name(s)

Sally Thorley	Katie Chipping
---------------	----------------

Position

Group Scout Leader	Chair
--------------------	-------

Date

1	6	0	7	2	3
---	---	---	---	---	---

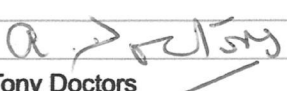
14th Hove Scout Group				
Receipts and Payments Account				
	For the year from	1st April 2022	To	31st March 2023
Receipts and payments				
		20/21		21/22
		Unrestricted funds		Unrestricted funds
		£		£
Receipts				
Donations, legacies and similar income				
Membership subscriptions		10686.72		15902.99
Less: Membership subscriptions paid on (National/County/Area/District)		0.00		-15600.00
Net membership subscriptions retained		10686.72		302.99
Donations		770.97		161.81
Tuck, Scarf and Book Income		495.81		211.91
Gift Aid		0.00		5075.15
Camp Fees		450.43		5614.66
Activity Days		1284.09		2067.57
Hall Bookings		265.00		865.00
Sub total		13953.02		14299.09
Grants		1207.00		7504.63
Maintenance grant		0.00		0.00
Other grants - Government Covid grants		8000.00		0.00
Sub total		9207.00		7504.63
Fundraising (gross)				
Fundraising Activities		127.17		2999.45
Sub total		127.17		2999.45
Investment income				
Bank interest		2.01		181.80
Sub total		2.01		181.80
Total Gross Income		23289.20		24984.97
Asset and investment sales, etc.				
Total receipts		23289.20		24,984.97.6

<b>14th Hove Scout Group</b>				
<b>Receipts and Payments Account</b>				
	For the year from	1st April 2022	To	31st March 2023
<b>Receipts and payments</b>				
		21/22		22/23
		Unrestricted funds		Unrestricted funds
		£		£
<b>Payments</b>				
Charitable Payments				
Youth programme and activities		3147.68		3033.93
Adult support and training		0.00		0.00
Ground Rent		259.77		465.04
Water, Electricity and Gas		1058.00		1792.95
Insurance		1348.43		1786.10
Maintenance and Cleaning		433.95		931.15
Materials and equipment		0.00		1433.12
Camp Equipment		0.00		2374.16
Stationary, Printing, Stamps		58.10		209.46
Tuck and Refreshments		470.39		190.81
Contribution to camp costs		770.00		5948.27
Uniforms and Badges		1567.85		2376.99
AGM and trustee expenses		20.00		472.07
Annual Fees		716.20		352.17
Miscellaneous		10.20		640.19
Lease Renewal		0.00		6786.80
Fire Extinguisher and Boiler Servicing		174.88		515.36
Sub total		10035.457		29308.57
Fundraising expenses				
Fundraising Expenses		0.00		371.77
Sub total		0.00		371.77
<b>Total Gross Expenditure</b>		10035.45		29680.34
Asset and investment purchases, etc.		0.00		0.00
<b>Total payments</b>		10035.45		29680.34
<b>Net of receipts/(payments)</b>		13253.75		-4695.37

Statement of assets and liabilities at the end of the year

	1st April 2022	31st March 2023
	Unrestricted funds	Unrestricted funds
	£	£
Cash funds		
Bank current account	37931.07	13536.92
Bank deposit account	18910.88	45254.57
Cash/Floats	0.00	0.00
Total cash funds	56841.95	58791.49
Other monetary assets		
Tax claim	0.00	0.00
Debts due from the County/Area/District/Group	0.00	0.00
Insurance claim	0.00	0.00
Sub total	0.00	0.00
Investment assets		
Investment property - detail	0.00	0.00
Quoted investments	0.00	0.00
Other investments - detail	0.00	0.00
Sub total	0.00	0.00
Non monetary assets for charity's own use		
Badge stock	0.00	0
Shop stock	0.00	0.00
Other stock	0.00	0
Land and buildings	80000.00	80000.00
Motor vehicles	0.00	0.00
Scouting equipment, furniture etc	7500.00	7500.00
Other	0.00	0.00
Sub total	87500.00	87500.00
Liabilities		0.00
Cheques written but not yet cashed	1192.41	7837.32
Expenses incurred but not invoiced	0.00	0.00
Subscriptions not yet paid	0.00	0.00
Sub total	1192.41	7837.32
Contingent liabilities and future obligations		
Liabilities and Future Obligations	0.00	0.00
Net Current Assets	55649.54	50954.17
Fixed Assets	87500.00	87500.00
Net Assets of Group	143149.54	138454.17



<b>Year Ended 31st March 2023</b>					
<b>Statement of Accounts</b>					
<b>Fixed Assets:</b>					
Building Value	80,000.00				
Equipment Value	7,500.00				
				£87,500.00	
<b>Current Assets:</b>					
Bank	£ 50,954.17				
Cash in Hand	0.00				
Colony	0.00				
Pack	0.00				
Troop	0.00				
Total Current Assets	50,954.17				
Current Liabilities		0.00			
Net Current Assets			£50,954.17		
<b>Accumulated Assets</b>					
Net Assets of 14th Hove Scout Group				£138,454.17	
<b>Accounts prepared by Kathy Bruce</b>					
<b>I have inspected the books and records of the 14th Hove Scout Group and confirm that these Accounts are in accordance with the details provided.</b>					
					
Tony Doctors					
<b>Date</b> 16/7/2023					

# England & Wales

## Template 1: Unqualified report for a non-company charity preparing receipts and payments accounts with a gross income of £250,000 or less in the relevant financial year

### Independent examiner's report to the trustees of 14<sup>th</sup> Hove (St Andrews Portslade) Scout Council

I report to the trustees on my examination of the accounts of the 14<sup>th</sup> Hove (St Andrews Portslade) Scout Group for the year ended 31<sup>st</sup> March 2023.

### Responsibilities and basis of report

As the charity trustees of the 14<sup>th</sup> Hove (St Andrews Portslade) 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 14<sup>th</sup> Hove (St Andrews Portslade) 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 14<sup>th</sup> Hove (St Andrews Portslade) 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:

*A. Doctors*

Name:

ANTHONY DOCTORS

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

Address: 23 Princes Avenue, Hove BN3 4GJ

Date:

16/7/2023