

Trustees' Annual Report

For the period

From (start date)

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to end date

3	1	1	2	2	3
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Section A

Reference and administration details

Charity name

1st Bournville Scout Group (100th Birmingham)

Other names the charity is known by

First Bournville Scouts

Registered charity number (if any)

1	1	7	8	5	2	9
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HQ registration number

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Charity's principal address

The Scout Hut

Laurel Grove

Birmingham

Postcode

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Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Dan Avery	Chair	
2	Sandra Wise	Treasurer	
3	Tom Cumming	Secretary	
4	Ruth Tanner	Group Scout Leader	
5	Graham Tanner	Scout Leader	
6	Rachel Jennings	Beaver Scout Leader	
7	Mary Van Roy	As. Group Scout Leader	
8	Andrew Hopkins	Explorer Scout Leader	01/01/23 - 30/06/23
9	Madeleine Halstead		
10	Catherine Griffiths		
11	Martin George		
12			
13			
14			
15			

Names and addresses of advisers (optional information but encouraged as best practice)

Type of advisor	Name	Address
Finance and accounts	Gemma Sparkes	36 Beech Road B30 1LI

Description of the charity's trusts

Type of governing document

The Group's governing documents are those of the The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and the Group Constitution which is based on Chapter 5.4 of Policy, Organisation and Rules of The Scout Association.

(e.g. trust deed, constitution)

How the charity is constituted

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

(e.g. trust, association, company)

Trustee selection methods

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

(e.g. appointed by, elected by)

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

The Group is managed by the 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.

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 Board consists of 2 independent representatives: Group Chair and Group Treasurer, together with the Group Scout Leader, and between 2 and 9 additional trustees and meets approximately every 2 months.

Members of the Trustee Board complete '*Trustee Introduction*' training within the first 5 months of joining the Board.

This Trustee Board exists to support the Group Scout Leader in meeting the Group's charitable objectives and is responsible for:

- Managing the Group finances;
- Following Scouts' policies and relevant legislation;
- The insurance of persons, property and equipment;
- Looking after buildings and property;
- Managing risk.

Risk and Internal Control

The Trustee Board is identifying the major risks to which they believe the Group is exposed, these are being reviewed and systems are being 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 organisations such as the local church, community centre and other Scout Groups. Similar reciprocal arrangements could exist with these organisations. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.

Injury to volunteers, helpers, supporters and members. The Group through the membership 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 reduction in income. The Board 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 volunteers. 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 18. 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.

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	<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	<p>Each section of the Group meets weekly in term time and takes part in a programme of activities and games as well as working toward various badges and awards. Throughout the year there are many opportunities for young people to go away on camps and other trips. Activities are also organised off site (climbing or water activities for example). The group also takes part in several community events including the Bournville Festival and CoCoMAD.</p>
<p>Additional details of the objectives and activities (optional information but encouraged as best practice)</p> <p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • contribution made by volunteers; • policy on investments. 	
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>

Section D**Achievements and performance**

Summary of the main achievements of the charity during the year

A major achievement this year was the establishment of a Squirrel section, the first in the District. The children attended the District camp at Blackwell for the day, visited a fire station and learnt circus skills. For our Beavers, the 110 year celebration of the Group began with a sleepover at the Sealife Centre. There were several trips out, some with District (Canon Hill Hike, Twinlakes, District Camp) others within the Group, (Bat Walk, Treasure Hunts around Bournville) Other highlights included a visit to Lichfield Cathedral and sleepover at the Hut. Seven of the older Cubs attended the Cub Brum Challenge in July 2023. This is a county Cub camp for Cubs aged a minimum of nine and a half years. They had a great time and it was a good introduction to their next stage of progression in Scouts. The highlight of the year for Scouts was the summer camp for a week at Gilwell Park, home of scouting. In addition visiting London and seeing the COVID memorial as well as going to a West End show. The focus for the year for Explorers was achievement of Duke of Edinburgh awards and Explorer awards. We ended the year with the Group Christmas Camp at Conkers.

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. The Trustee Board considers that the group should hold a sum equivalent to 6 months running costs, circa £2700. In addition to this the group should hold an emergency fund for building repairs and other unforeseen costs of £10000. The group should also aim to hold a minimum £5000 in it's current account at all times.

In the following year the Board has planned to allocate a further £7000 for equipment renewal, equipment purchases, building maintenance and legal costs associated with the renewal of the lease.

After deducting the above there remains £4225 which is to be spent over the next 5 years for equipment renewal and purchases, further building projects and other capital expenditure.

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);

- how expenditure has supported the key objectives of the charity;
- investment policy and objectives

Investment Policy

The Group currently 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.

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)

Dan Avery Ruth Tanner

Position (eg Secretary, Chair)

Chair Group Lead Volunteer

Date

1 8 0 4 2 4



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
1st Bournville Scout Group (100th Birmingham)

No (if any)

CC16a

Receipts and payments accounts

For the period from	Period start date 01/01/2023	To	Period end date 31/12/2023
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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 £
A1 Receipts					
Membership Fees	16,419	-	-	16,419	13,819
Camp Fees	15,469	-	-	15,469	13,367
Hall Hire	1,180	-	-	1,180	640
Section Income incl Uniform Sales	4,299	-	-	4,299	2,681
Grants	-	-	-	-	23,841
Gift Aid	2,991	-	-	2,991	-
Bank Interest	-	-	-	-	-
Sub total (Gross income for AR)	40,358	-	-	40,358	54,348
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	40,358	-	-	40,358	54,348
A3 Payments					
Scout Association Fees	5,051	-	-	5,051	4,139
Rent & Rates	503	-	-	503	559
Utilities	4,532	-	-	4,532	2,788
Insurance	885	-	-	885	788
Premises Refurbishment	919	-	-	919	22,136
Camps & Trips	20,893	-	-	20,893	11,338
Section Expenses	3,941	-	-	3,941	18,510
Badges & Uniform	4,100	-	-	4,100	3,217
Other Expenditure	2,155	-	-	2,155	3,110
Sub total	42,977	-	-	42,977	66,583
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	42,977	-	-	42,977	66,583
Net of receipts/(payments)	- 2,619	-	-	- 2,619	- 12,235
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	31,453	-	-	31,453	43,688
Cash funds this year end	28,834	-	-	28,834	31,453

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	Bank Accounts	28,566	-	-
	Pocket Cards	315	-	-
	Cash & Cheques	- 47	-	-
	Total cash funds	28,834	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Sandra Wise	21/04/2024	



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

1st Bournville Scout Group (100th Birmingham)

On accounts for the year
ended

31 December 2023

Charity no
(if any)

1178529

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023.

Responsibilities and
basis of report

As the charity's trustees, 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 Trust's 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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:

G Sparkes

Date: 09/09/2024

Name:

Gemma Sparkes

Relevant professional
qualification(s) or body
(if any):

Member of ICAEW (8934782)

Address:

36 Beech Road, Bournville, Birmingham B30 1LJ

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.