

Trustees' Annual Report

For the period

From (start date)

01 01 23

to end date

31 12 23

Section A

Reference and administration details

Charity name

1st Sirhowy Valley Scout Group

Other names the charity is known by

Registered charity number (if any)

1181922

HQ registration number

Charity's principal address

Scout Hut

Tram Road, Pontllanfraith

Blackwood

Postcode

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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	Lindsey Davies	Chairperson	01/09/2023
2	Ian Haywood	Group Scout leader	
3	Steve Gunter	Deputy Group Scout leader	11/10/2023
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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

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document (e.g. trust deed, constitution)	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 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:	The Group is managed by the Group Executive Committee, 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 Committee consists of 4 independent representatives, Chair, Treasurer and Secretary and a parent representative, together with the Group Scout Leader, individual section leaders (if opted to take on the responsibility) and meets every 3 months. Members of the Executive Committee complete '<i>Essential Information for Executive Committee</i>' training within the first 5 months of joining the committee. 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 who are elected.

Section B	Structure, governance and management (continued)
	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: Damage to the building, property and equipment. The Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups. Similar reciprocal arrangements exist with these organisations. 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 Committee 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 4 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.

Risk and Internal Control

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	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. 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.

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.

Summary of the main activities in relation to these objects

The group holds 7 sessions per week for the various age groups, in which the young people learn various skills that underpin the Values of Scouting and are delivered by our team of leaders and assistants.

As part of our rolling plan we also provided additional activities which include trips, camps and activities that we cannot provide in house.

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

Our main achievement in the past year was to maintain our membership numbers but we have actually seen a slight increase in membership of both young people and adults.

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 Group Executive Committee considers that the group should hold a sum equivalent to 6 months running costs.

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 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. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Executive considers the cash flow requirements.

Our main source of income is from members contributions which are paid monthly. We also receive rent from our owned adjacent carpark annually, as well as venue hire from time to time. We have received grants for improvements which have been utilised to their best. We have also developed a fundraising group that has organised funds.

Our income from the above has helped us deliver the skills programme by providing materials and additional resources to assist us.

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 only a mainstream bank.

Section F

Other Optional Information

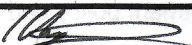
Plans for future periods (details of any significant activities planned to achieve them)

We are planning to take eligible members on an international trip, this will help towards the young people learning more about the Values of Scouting and witnessing this on an international level. Our plan is to help support this with ongoing fundraising to ensure that we can provide this equally to all members of the required age. We will as part of our ongoing maintenance for the building improve the security of the building and look at ways to improve our energy consumption moving towards more sustainable energy. The group will continue to encourage and support leaders and assistants in attaining new skills and instructor qualifications to improve the groups ability to deliver a balanced programme.

Section G	Declaration
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The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	LINDSEY DAVIES	IAN HAYWOOD
Position (eg Secretary, Chair)	GROUP CHAIR	LEAD VOLUNTEER
Date	070124	

2022**Income**

Admin	418.23
Bank Interest	11.00
Bus	0.00
Donation	305.08
Events	2,941.50
Events - Beavers	959.50
Events - Cubs	842.00
Events - Scouts	2,699.00
Events - Squirrels	0.00
Fundraising	4,816.85
Gift Aid	1,633.72
Grants	3,954.09
Hall hire	1,015.76
Internal Transfer	0.00
Membership Fees	16,747.75
Ready for Purchasing	0.00
Rent	3,165.00
Uniform	738.00
Venue Maintenance	5,206.28

Expense

Activity Equipment	118.93
Admin	2,162.54
Badges	1,855.31
Bank Fees	20.76
Bus	0.00
Camping Equipment	3,508.58
Events	3,174.13
Events - Beavers	966.17
Events - Cubs	900.50
Events - Scouts	3,304.46
Events - Squirrels	0.00
Fundraising	646.86
Hall hire	20.00
Insurance	757.37
Meetings	160.00
Meetings - Beavers	248.25
Meetings - Cubs	0.00
Meetings - Scouts	205.11
Meetings - Squirrels	104.42
Membership Fees	4,661.00
Ready for Purchasing	0.00
REFUND	0.00
Training	197.92
Uniform	1,862.93

Utilities	2,216.35
Venue Maintenance	12,306.84

Account balances

Expense Account	194.61
1st Sirhowy Valley Scout Group	1,275.68
Activity Account	405.31
Membership	12,078.35
External	1,476.12

Summary

Account balance brought forward	9,334.95
Total income	45,453.76
Total expenditure	39,398.43
Net income	6,055.33
Account balance carried forward	15,430.07

1st Sirhowy Valley Scout Group Accounts 1st January 2022 – 31st December 2022

Income	
Admin	418.23
Bank Interest	11.00
Donation	305.08
Events	7,442.00
Fundraising	4,816.85
Gift Aid	1,633.72
Grants	3,954.09
Hall hire	1,015.76
Membership Fees	16,747.75
Rent	3,165.00
Uniform	738.00
Venue Maintenance	5,206.28
Expense	
Activity Equipment	118.93
Admin	2,162.54
Badges	1,855.31
Bank Fees	20.76
Bus	0.00
Camping Equipment	3,508.58
Events	8,345.26
Fundraising	646.86
Hall hire	20.00
Insurance	757.37
Meetings	717.78
Membership Fees	4,661.00
Training	197.92
Uniform	1,862.93
Utilities	2,216.35
Venue Maintenance	12,306.84
Account balances	
Expense Account	194.61
1st Sirhowy Valley Scout Group	1,275.68
Activity Account	405.31
Membership	12,078.35
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Summary	
Account balance brought forward	9,334.95
Total income	45,453.76
Total expenditure	39,398.43
Net income	6,055.33
Account balance carried forward	15,430.07

Ego'malley

Completed By

E O'Malley

Print Name

ELIZABETH O'MALLEY

Dated

12/05/2023

Checked By

S Thorne

Print Name

SIAN THORNE

Dated

12/5/2023