



Trustees' Annual Report for the period

	Period start date				Period end date		
From	01	01	2023	To	31	12	2023

Section A

Reference and administration details

Charity name

1st Sirhowy Valley Scout Group

Other names charity is known by

n/a

Registered charity number (if any)

1181922

Charity's principal address

The Scout Hut

Tram Rd

Pontllanfraith, Blackwood

Postcode

NP122JF

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	Ian Haywood	Group Lead Volunteer		
2	Lindsay Davies	Chair	01/09/2023-31/12/2023	
3	Sarah Paul	Treasurer	30/10/2023-31/12/2023	
4	Steve Gunter	Trustee	11/10/2023-31/12/2023	
5	Gareth Haywood		01/01/2023-19/07/2023	
6	Elizabeth O'Malley		01/01/2023-11/10/2023	
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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
(eg. 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
(eg. trust, association, company)

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

Trustee selection methods
(eg. 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)

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 Trustee 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.

The Committee consists of 3 independent representatives, Chair, Treasurer, Group Lead Volunteer and Group Leadership Team Member, and meets every 3 months.

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

This Group Trustee Committee exists to support the Group Lead Volunteer 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 Group Trustee 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 policy to ensure that insurable risks are covered."
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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 undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

"The group holds 7 sessions per week for the various age groups(4-14 years old), 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."

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.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Our main achievement in the past year was our growth of membership which increased. We have also managed to increase the number of adult volunteers in the group which is very welcomed.

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

Details of any funds materially in deficit

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 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 quarterly, 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

Our plan is to help support the group 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 and 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 group's ability to deliver a balanced 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)	Ian Haywood	
Position (eg Secretary, Chair, etc)	Group Lead Volunteer & Trustee	
Date	30/10/2024	

1st Sirhowy Valley Scout Group Accounts 1st January 2023 - 31st December 2023

2023	
Summary	
Account Balance Brought Forward	15,430.07
Total Income	37,422.39
Total Expenditure	37,785.65
Net Income	363.26
Account Balance Carried Forward	15,089.26
Bank Account vs Cashbook anomaly	22.45

Income	
Admin	636.42
Bank Interest	92.31
Bus	80.00
Donation	1,309.00
Events	2,066.50
Events - Beavers	955.66
Events - Cubs	1,408.25
Events - Scouts	895.25
Events - Squirrels	302.50
Fundraising	504.41
Gift Aid	3,533.45
Grants	400.00
Hall hire	1,320.00
Internal Transfer	1,630.62
Membership Fees	19,650.22
Ready for Purchasing	170.26
Rent	791.25
Uniform	1,657.25
Venue Maintenance	19.04

Account balances	
Expense Account	1,435.95
1st Sirhowy Valley Scout Group	4,176.59
Activity Account	220.44
Membership	8,545.22
External	711.06

Expense	
Activity Equipment	208.34
Admin	1,736.01
Badges	2,069.62
Bank Fees	-
Bus	3,809.88
Camping Equipment	3,131.74
Events	439.55
Events - Beavers	830.36
Events - Cubs	1,136.38
Events - Scouts	818.38
Events - Squirrels	216.51
Fundraising	-
Hall hire	20.00
Insurance	926.95
Meetings	254.66
Meetings - Beavers	644.73
Meetings - Cubs	415.75
Meetings - Scouts	110.69
Meetings - Squirrels	466.24
Membership Fees	6,670.00
Ready for Purchasing	420.26
REFUND	92.60
Training	60.00
Uniform	1,867.10
Utilities	3,763.37
Venue Maintenance	7,676.53

Completed by



Print Name

Ian Haywood.

Date

17/06/24

Checked by

A Jones

Print Name

ALICE JONES

Date

16/07/24