



3RD WILTSHIRE WARMINSTER SCOUT GROUP

Charitable Incorporated Organisation (CIO)

NOVEMBER 11, 2023

Registered Name:	3 rd Wiltshire Warminster Scout Group
Registered Number:	1193453
Registered Address:	9 Canons Close Warminster Wiltshire BA12 9LA

3rd Wiltshire Warminster Scout Group

Charity Report of the trustees for the year ending 31st March 2023.

Registered Number: 1193453

This report covers the main aspects relating to the Administration, Management and running of the Group.

1. Governing Trustees

The Trustees of the above-named Charity present their annual report and audited accounts for the year April 1st 2022 to March 31st 2023 and confirm they comply with the requirements of the Charities Act 2011, and the Charities SORP (FRS 102).

3rd Wiltshire Warminster Scout Group is a registered CIO charity formed in February 2021.

The Group is governed by a board of Trustees. The names of the Trustees are:

Trustee name	Office (if any)	Name of person (or body) entitled to appoint trustee (if any)
Beverley Elliott	Trustee Chair	Trustees and Leaders of 3 rd Wiltshire Warminster Scout Group
Gemma Elizabeth Pavey	Trustee & Group Secretary	Trustees and Leaders of 3 rd Wiltshire Warminster Scout Group
Sarah Zebedee	Trustee	Trustees and Leaders of 3 rd Wiltshire Warminster Scout Group

2. Governance, Management and Structure

2.1. Governance and Management

3rd Wiltshire Warminster Scout Group operates as a registered Charitable Incorporated Organisation (CIO) since 9th February 2021. The group is governed by a board of Trustees who apply the principles of the groups Constitution.

The Board consist of 3 Trustees following the stepping down of one member. Trustees continue to be responsible for the governing of the group with one member who acts as the Chair and another as Group Secretary. The Board are actively aiming to appoint another Trustee this year. The constitutional rules set out in paragraph 13 for elected members and appointment of new Trustees will be followed every third term.

Trustees are appointed by the board following an elected voting process that includes uniformed Leaders and other Trustees on the board. As mentioned in Paragraph 14 of the Constitution.

14. Charity trustees will make available to each new charity trustee, on or before his or her first appointment:

14.1 A copy of this constitution and any amendments made to it.

14.2 A copy of the CIO's latest trustees' annual report and statement of accounts.

2.2. Structure

The charities' structure consists of a Linea approach that depicts the governing board of Trustees, the main qualified uniform roles and supporting non uniform leaders.

2.3. Other Associated Links

The charity has an affiliated relationship with Phoenix Independent Scouts Association Registered Charity Number 1195203

2.4. Risk Assessments

The charity follows its governance policy and procedures that includes the undertaking of Risk Assessments when necessary. Risk Assessments are produced for any activity, outing or camp where a duty of care is required of its members ranging from 5-18. The Groups Scout Master prepares the Risk Assessments for each event or activity. These are then signed off by the board of Trustees. The Group Scout Master is also the Chair of the Trustees, voted in when the group was newly formed as a registered CIO in 2021. It is the intention of the Group to change the role of Chairperson at the appropriate AGM.

3. Administrative Group Policies

The Trustees and Uniform Leaders adhere to the groups various written policies laid out to protect the children and Leaders of the group. These policies have been written to ensure guidance is available for Trustees and Leaders to follow.

4. Objectives and Activities

The Groups objective is to provide an opportunity for young children and younger people to learn and develop skills that will lead them in good stead for their future and provide a basis from which they can progress and develop into good citizens. As set out in Paragraph 3 of the Constitution

The aim of the Group is to develop good citizenship and character among young people who are both self-reliant and useful to others. This is delivered through progressive training based on the principles and values of Scouting as laid down by Lord Baden-Powell and the Law and Promise given by him in "Scouting for Boys"

5. Main Group Activities and Aims

Main activities undertaken consist of regular term time meeting night activities for each age group section of Beavers, Cubs and Scouts. Alongside this run further opportunities and events for children to attend. These include activities such as day outings, service visits to Fire, Police stations, Scout Hikes and weekend and week camps.

All children and young people work towards a series of badges which consist of 3 main group badges across all sections of Bronze, Silver and Gold as well as other linked proficiency badges that are worked towards and awarded. All badge work in relation to each section is for the benefit of the child/younger person helping them to develop and grow in confidence and ability.

The programme of activity and badge work across all sections is developed to the level age group of the children. The programme consists of a variety of learning skills and abilities and follows a set programme of badge criteria.

Beavers encompass the elements of Learning a new skill, Personal Development, Create and Explore throughout the 3 main Paw bronze, silver and gold badges. These are linked into active Proficiency badges they can also work towards of the same 3 categories.

Cubs are inclusive of Creative, Physical, Knowledge and Service towards their main Pad bronze, silver and gold service badges. Alongside these are the proficiency badges that can be gained.

Scouts work towards the more traditional scouting skills for their main Bronze, Silver and Gold badges such as compass and map reading, hiking and camping skills, woodcraft, observation, health and safety and community service. There are also linked proficiency and service badges to be worked into the overall programme for Scouts.

Senior Scouts move onto a more skilled level of learning focusing on a more detailed and skilled level of badge work according to their ability. Senior Scouts will also work towards gaining their Bushman's badge and the ultimate St Georges Award.

The Group believe that by complementing other structural learning we are helping children and young people to reach their full potential in life with all the opportunities offered to them along their Scouting way.

3rd Wiltshire Warminster has an intake from the local area of Warminster and surrounding towns and villages. The group provide youth Scouting opportunities to the children and young people of our community. As a group we attend community events where possible and have been asked to assist with helping to set up stalls at fetes, and involved in community events such as litter picking and tree planting. In turn this helps to teach the children and young people of our group how to respect and value different aspects of life and to help in the community you reside in.

We declare that all Trustees have read and understood the guidance issued by the Charity for England and Wales on 'Public Benefit' (PB1) the ethos of which is captured within our constitution.

6. Policy and Programme

3rd Wiltshire Warminster Scout Group is run solely by a group of non-paid volunteers. The group consists of a board of Trustees, a financial Treasurer a structure of uniformed leaders ranking from the Group Scout Master, Scout Master, Cub Leader, Beaver Leader and parent helpers. All have DBS clearance and adhere to the groups DBS policy of renewal. Safeguarding policies are in place as well as Leader training requirements that are reviewed and renewed as and when required.

7. Achievements and Performance

Since the last report from March 2022, the 3rd Wiltshire Warminster Scout Group has continued to be productive and increase in numbers. The number of children registered has increased across all three sections of Beavers, Cubs and Scouts.

The number of adults helping to run the group has also increased as additional non uniformed helpers have been attending. All Adults continue to hold a DBS certificate.

1st April 2022 – 31st March 2023 Events.

Events during the year consist of: -

May 22

- Local Community Spring in the park Fete attendance with stall
- Leader Safety In The Hills Refresher Training Weekend
- Leader Child Protection Training Refresher

June 22

- Visit to a Wild Bird Sanctuary for Cubs and Scouts
- Visit to local Fire Station as part of Fire Safety Badges for Beavers, Cubs and Scouts

July 22

- Summer Camp for a week split between Cubs and Scouts

Sept 22

- Scouts local Quiz Walk
- Local Fun day in park attendance stall

November 22

- Local Remembrance Parade attendance
- Tree Planting with Local Lions Club
- Event to raise money for Children In Need

March 23

- Tree planting observation activity with local Lions Club

8. Future Plans

The group will continue to operate led by the trustees. Policies will be reviewed annually and the trustees will maintain an oversight on how the group is running. With the loss of one trustee the group will aim to recruit a suitable replacement.

The group will continue to plan sectional programmes that work towards the earning of badges for all children across Beavers, Cubs and Scouts as well as planning other activities for the children to attend.

Plans include a Scout hike, a Cub and Scout camp.

9. Financial Review

9.1. Financial Statement

The account remains in a health state due to the influx of new members and the reduction in the regular outgoings.

10. Source of Funding

The main source of income is from subscriptions from parents for their child. This pays for running costs such as equipment storage, hall hire, insurance and materials.

11. Treasurers Statement of Accounts Report

A copy of the groups Statement of Accounts has been submitted separately to this report.

12. Declaration

The Trustees declare that they have approved the Trustees report above.

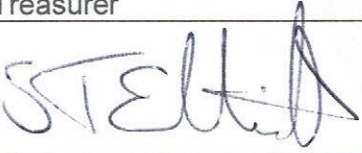
Signed on behalf of the Charity's Trustees.

Signatures of Trustees.

Signature	Full Name	Date
Full Name	Beverley Elliott	
Position	Trustee & Chair	
Signature		09/11/23
Full Name	Gemma Elizabeth Pavey	
Position	Trustee & Secretary	
Signature		09/11/23
Full Name	Sarah Zebedee	
Position	Trustee	
Signature		09/11/23

13. Declaration of Financial Treasurer

The Treasurer declares that the above report has been approved by the Trustees and that the financial information provided is correct at the time of this report.

Signature	Full Name	Date
Full Name	Steven J Elliott	09/11/2023
Position	Treasurer	
Signature		

EOY 2022-2023

3rd Wiltshire Warminster Scouts 2022-2023

Income/Expenditure for the Period 1st April 2022 to 31st March 2023

<u>INCOME</u>	2022-2023	2021-2022
Subs	£4293.53 ✓	1651.04
Donations	£415.88 ✓	170.00
Fund Raising	£166.00 ✓	15.03
Uniform	£486.95 ✓	807.19
Camp Costs	£1911.00 ✓	405.00
Other	£660.00 ✓	2000.00
TOTAL	£7933.36 ✓	5048.26
 <u>EXPENDITURE</u>		
Insurance	£649.00 ✓	500.83
Equipment	£181.55 ✓	883.32
Food		0.00
Rent	£1678.00 ✓	1650.00
Expenses		647.46
Stationary Supplies	£141.91 ✓	89.37
Uniform	£993.17 ✓	1071.87
Camp Costs	£2364.21 ✓	460.86
Other	£690.00 ✓	168.00
TOTAL	£6697.84 ✓	5471.71
Excess of Income over Expenditure 2022-2023 :	£1,235.52 ✓	-423.45

Balance of Savings Account at 1st April 2022 :

Balance of New Account held at LloydsTSB : £7337.34 ✓
 Balance of Savings Account held at LloydsTSB :
 Cash Held : £553.40 ✓

Total funds as at 31st March 2023 : **£7,890.74 ✓**

It is confirmed the accounts are in accordance with the records presented

Name McIVER JAMES Signed James 2/10/23

HOLYROOD ASSOCIATES

Book Keeping ♦ Business Support Service

Tel 01225 866109
M 07785 301892

2nd October 2023

To whom it may concern

I have been engaged to give an opinion on the Financial Statements prepared for the 3rd Wiltshire (Warminster) BP Scouts for the 2022/23 Financial Year.

I would offer the following comments.

Bank Reconciliation

The opening and closing bank balances match those on the Income and Expenditure Financial Statements.

Balance Sheet.

There are no Balance Sheets for the Financial Years in question.

The current Treasurer has not requested any.

Capital expenditure and income are treated as Revenue items as they are small and of no material consequence.

Income and Expenditure record keeping.

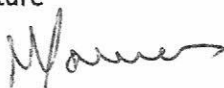
The current Treasurer is using spreadsheets to keep record of all income and expenditure.

As I am not engaged to Audit the records I have made a sample check of the records and everything appears to be in order.

The resulting nominal balances for each item of income and expenditure were sufficient to prepare an Income and Expenditure Statement for each year.

I am a qualified Book Keeper. I have used my best professional judgement to make this report. However I cannot accept any responsibility for errors or non factual statements in the figures and explanations provided to me.

Signature



Michael J James
MIAB, MBA.

Date

2/10/2023

Proprietor Michael J James
14 Budbury Close, Bradford on Avon, Wiltshire BA15 1QG