

Annual Accounts & Trustees Annual Report

2022/23



ScoutMed National Scout Active Support Unit

Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-22	to	31-Mar-23
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Receipts and payments

	Unrestricted funds £	2022/23 Restricted funds £	Total funds £	2021/22 Total funds £
Receipts				
Donations, legacies and similar income				
Donations	0.93	-	0.93	2.23
Gift Aid	-	-	-	-
Other similar income	-	-	-	-
Sub total	0.93	-	0.93	2.23
Grants				
Arnold Clark	-	1,000.00	1,000.00	1,000.00
Awards for All (National Lottery)	-	10,000.00	10,000.00	
Local Giving (Magic Little Grants)	-	-	-	500.00
William Kendall	-	2,000.00	2,000.00	
Sub total	-	13,000.00	13,000.00	1,500.00
Activities (Income)				
Cover at Scout Events	15,148.50	-	15,148.50	306.00
Courses/Training	1,180.00	-	1,180.00	-
Ebay Sales of old equipment		-	-	275.49
Sale of Equipment	1,336.33	-	1,336.33	-
Sub total	17,664.83	-	17,664.83	581.49
Investment income				
Bank interest	49.76	-	49.76	1.75
Other investment income	-	-	-	-
Sub total	49.76	-	49.76	1.75
Total Income	17,715.52	13,000.00	30,715.52	2,085.47

ScoutMed National Scout Active Support Unit

Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-22	31-Mar-23
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Receipts and payments

	Unrestricted funds £	2022/23 Restricted funds £	Total funds £	2021/22 Total funds £
Payments				
Charitable Payments				
Admin/Office/Stationery Costs	288.15	-	288.15	55.56
Advertising/Web Site	-	112.00	112.00	112.00
Bank Charges	15.00	-	15.00	-
Event Attendance Expenses	372.49	35.59	408.08	-
Insurance	893.82	-	893.82	782.85
Licenses	73.40	-	73.40	17.00
Medical Gas (inc hire charge)	1,805.00	500.00	2,305.00	319.02
Training Costs & Equipment	3,084.45	5,500.00	8,584.45	7,274.72
Rent	-	-	-	-
Equipment & Consumables	6,670.01	4,172.44	10,842.45	978.78
Cost of Ebay Sales		-	-	44.98
Total Payments	13,202.32	10,320.03	23,522.35	9,584.91
 Net of receipts/(payments)	4,513.20	2,679.97	7,193.17	- 7,499.44
Transfers between funds	-	-	-	-
Cash funds last year end	18,242.19	-	18,242.19	25,741.63
Cash funds this year end	22,755.39	2,679.97	25,435.36	18,242.19

ScoutMed National Scout Active Support Unit

Receipts and Payments Account

	Year start date	Year end date
For the year from	01-Apr-22	31-Mar-23

Statement of assets and liabilities at the end of the year

	Unrestricted funds	31-Mar-23 Restricted funds	Total funds	31-Mar-22 Total funds
	£	£	£	£
Cash funds				
Bank current account	927.35	-	927.35	1,242.19
Allocated Funds (Savings Account)	21,828.04	2,679.97	24,508.01	17,000.00
Total cash funds	22,755.39	2,679.97	25,435.36	18,242.19
Non monetary assets for charity's own use				
Equipment (insured value)	36,750.00	-	36,750.00	35,000.00
Other	-	-	-	
Sub total	36,750.00	-	36,750.00	35,000.00
Total net assets	59,505.39	2,679.97	62,185.36	53,242.19

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 16th May 2023 (the date of the Trustees meeting that approved the accounts) and signed on their behalf by

Signature		Peter Turner	Unit Treasurer
		Karl Cantwell	Unit Manager & Chair

Template for the scrutineer's report to the trustees

Scrutineer's Report to the Trustees of ScoutMed – National Scout Active Support Unit

I report on the accounts of the Unit for the year ended 31st March 2023.

Respective responsibilities of Trustees and Scrutineer

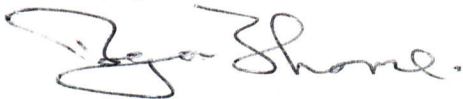
As the Group's/District's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

Basis of Scrutineer's Statement

In accordance with the directions given in the Unit's constitution, and/or the Byelaws of the Scout Association as detailed in the document Policies Organisations and Rules (POR) I have scrutinised the records and the accounts set out on pages 1 to 3

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution/POR.



Name: Roger Thorne

Address:
5 Mt Pleasant Cottages
St Whites Rd
Cinderford
Glos
GL14 3BP

Date: 12th May 2023.

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

ScoutMed National Scout Active Support Unit

Other names the charity is known by

n/a

Registered charity number (if any)

1 1 9 3 8 9 5

HQ registration number

1 1 9 0 1 1 3 3

Charity's principal address

The Scout Association

Gilwell Park

London

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	Karl Cantwell	Chair/Unit Manager	
2	Adam Waller	Deputy Unit Manager/ Clinical Lead	
3	Di Sprowles	Secretary	to 22 June 2022
4	Peter Turner	Treasurer	
5	Charlotte Puryer	Affiliations Co-Ordinator	
6	Graeme Watt	Training Co-Ordinator	
7	Laurence Parker	Operations Co-Ordinator	to 31st Dec 2022
8	Michelle Watt	Secretary	from 22 Jun 2022
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10			
11			
12			
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14			
15			

Type of advisor	Name	Address
Banker	Lloyds Bank	PO Box 1000, BX1 1LT

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Section B	Structure, governance and management
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Description of the charity's trusts

Type of governing document

The Unit'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 Unit 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 practice)

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 Unit is managed by the Executive Committee, the members of which are the 'Charity Trustees' of the Scout Unit 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 Executive Committee consists of the Unit Manager (Unit Chair), Deputy Unit Manager, Treasurer and Secretary together with other members of the unit that are appointed at the Unit's AGM or co-opted at other times and meets every 2-3 months.

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

This Unit Executive Committee exists to support the Unit Manager in meeting the responsibilities of their appointment and is responsible for:

The maintenance of Unit property;
The raising of funds and the administration of Unit finance;
The insurance of persons, property and equipment;
Unit public occasions;
Assisting in the recruitment of members and other adult support;
Appointing any sub committees that may be required;
Appointing Unit Administrators and Advisors other than those who are elected.

Section B	Structure, governance and management (continued)
	Risk and Internal Control The Unit Executive Committee has identified the major risks to which they believe the Unit 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 Unit would request the use of buildings, property and equipment from neighbouring organisations. The Unit has sufficient buildings and contents insurance in place to mitigate against permanent loss. Injury to leaders, helpers, supporters and members. The Unit is included in the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities. Medical Malpractice Insurance. The Unit maintains cover for £5m through a policy with Hiscox Reduced income from fund raising. The Unit is primarily reliant upon income from activities/event cover and fundraising. The Unit does hold a reserve to ensure the continuity of activities should there be a major reduction in income. Reduction or loss of members. The Unit is totally reliant upon volunteers to run and administer the activities of the unit. If there was a reduction in the number of members to an unacceptable level then there would have to be a contraction, consolidation or closure of services provided. In the worst case scenario the complete closure of the Unit. The Unit 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

ScoutMed is a National Scout Active Support Unit that supports the Scouts through the provision of:

- Onsite medical care at events throughout the UK (ranging from small, single day District based events through to County, Region, Area, HQ and International multiday Jamboree style activities).
- Acting as a Technical Advisor to offer advice and guidance to Scout Units and HQ on First Aid and Medical issues
- Assistance to HQ in development of First Aid Training, policies and supporting documentation.
- Advice to HQ and other event organisers on the appropriate medical cover needs for their activity.

Public benefit statement

The Unit 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
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Summary of the main achievements of the charity during the year

The unit is seeing an ever increasing demand for its services and has provided more medical support in the last 12 months than for some time.

The unit has continued to prioritise its service to Scouting, but has engaged with other community groups to offer joint training courses where this is advantages to both organisations.

Whilst the unit provides a wide range of services we have started to develop and highlight the core five elements of

- Providing onsite First Aid Posts at the likes of Small/Medium District and County Events
- Provide full onsite Medical Centres for large County, International or National Events
- Deliver courses via our position as a Quallsafe Registered Training Centre for First Aid and Pre-Hospital Care Courses
- Provide an advice line function to Scout Groups, Districts, Counties, Areas and HQ on medical and first aid issues.
- Host the UK National First Aid Alliance, for District, County Area SASUs

The unit has seen an increase in membership and thanks to a grant from Awards For All has established its first satellite base in the North West, to provide both training and event cover.

Section E	Financial Review
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Reserves Policy

The Unit's policy on reserves is to hold sufficient resources to continue the charitable activities of the Unit should income and fundraising activities fall short. The Unit Executive Committee considers that the Unit should hold a sum equivalent to 12 months running costs together with sufficient sums for cash-flow purposes, circa £10,000.

The Unit held unrestricted funds at the year end of £22,755

However part of these monies have been set aside as Allocated funds to cover the expense of replacing equipment which will come to end of life, and towards costs expected in member training.

Investment Policy

The Unit'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 Unit has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies or The Scout Association's Short Term Investment Service.

The Unit Executive regularly monitors the levels of bank balances and the interest rates received to ensure the Unit 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 Unit Executive considers the cash flow requirements.

Section F	Other Optional Information
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Plans for future periods (details of any significant activities planned to achieve them)

We are seeing a significant increase in demands for event cover and training. Over the next 12 months the unit will look to increase our membership base, forge new links with key counties and HQ functions. Develop a policy to leverage our training center registration to better benefit scouting as a whole.

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)

	
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Full name(s)

Karl Cantwell	Michelle Watt
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Position (eg Secretary, Chair)

Unit Manager / Chair	Unit Secretary
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Date

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