

Trustees' Annual Report

For the period

From (start date)

0 1 0 1 2 3

to end date

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Section A

Reference and administration details

Charity name

1st & 3rd Stowmarket (Phoenix) Scout Group

Other names the charity is known by

Registered charity number (if any)

1 2 0 0 4 9 5

HQ registration number

1 0 0 1 6 9 7 1

Charity's principal address

1st & 3rd Stowmarket (Phoenix) Scout Group

Milton Road North

Stowmarket

Suffolk

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	Rick Durrant	Group President	
2	Daren Rapley	Group Chair	
3	David White	Group Deputy Chair	
4	James White	Group Scout Leader	
5	Martyn Bonner	Treasurer	
6	Sam Hayward	Beaver Scout Leader	
7	Tracey Meads	Beaver Scout Leader	
8	Dave Newbery	Group Section Assistant	
9	Nicola Karkoska		
10	Nicola Broadhurst		
11	Robin Leeks		30/11/2023
12			
13			
14			
15			
16			
17			

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

Type of advisor	Name	Address

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 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

(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 Group Executive Committee consists of the Chair, Treasurer and 9 Trustees (including 1 Ex Officio Trustee, and 1 co-opted Trustee) and meets every 3 months.

Members of the Executive Committee complete '*Essential Information for Executive Committee*', Safety, Safeguarding and GDPR 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)
	<p data-bbox="679 248 948 271">Risk and Internal Control</p> <p data-bbox="679 277 1359 383">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:</p> <p data-bbox="679 416 1359 548">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.</p> <p data-bbox="679 582 1359 687">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.</p> <p data-bbox="679 721 1359 882"><u>Reduced income from fund raising.</u> The Group is primarily reliant upon income from subscriptions, fundraising and building hire. 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.</p> <p data-bbox="679 916 1359 1077"><u>Reduction or loss of leaders.</u> 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.</p> <p data-bbox="679 1111 1359 1243"><u>Reduction or loss of members.</u> 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.</p>

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	Weekly sectional meetings with a mixture of indoor activities at the Stowmarket Scout Centre, visits and outdoor activities, mainly during Spring and Summer Terms. There are also a number of weekend activity/fun days and camps for each section throughout the year. All sections are offered at least one nights camping/sleepover experience each year, with many more opportunities for the older sections.
Additional details of the objectives and activities (optional information but encouraged as best practice)	
<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. 	Scouting at group level is only possible with the support of leaders, supporters and members of the group executive, all of which are voluntary roles that have an important part in enabling the group to deliver a fun and challenging programme in a safe environment.
Public benefit state	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
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Summary of the main achievements of the charity during the year

The Group has maintained numbers of Young People in each section at a manageable number, as determined and agreed with each section leader. The overall Census number as at 31 Jan 2023 was 118 (84 Young People incl. Explorer Scouts and 34 Adult Members who have some form of role within the group), slightly down compared to the previous year. We have 39 names on our 'under age' Joining List and a limited number 'of age' but with current numbers in each section we have very limited ability to take names from the list other than at Beaver age.

Section E	Financial Review
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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 12 months running costs plus unforeseen maintenance costs for the Stowmarket Scout Centre, a sum of £30,000.

Cash in bank of £53,463 at year end.

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)

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Section E

Financial Review (continued)

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);

Group funding is achieved through a mixture of membership fees, fundraising activities and income from hall hire. More recently the income from hall hire has reduced the need for additional fund raising activities so we now concentrate on Scout Christmas Post.

- how expenditure has supported the key objectives of the charity;

Expenditure is divided between the ongoing running costs and maintenance of the Stowmarket Scout Centre for scouting use, Capitation costs on a pro-rata basis (payable to The Scout Association, County and District Scouts) and support for section activity resource. Other scout activity (fun days and camping activities are self funding.

- investment policy and objectives

The Group 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)

David White

Marty Bower

Full name(s)

DAVID TREVOR WHITE

MARTIN BOWER

Position (eg Secretary, Chair)

DEPUTY CHAIRMAN

TREASURER

Date

040520

1ST & 3RD STOWMARKET (PHOENIX) SCOUT GROUP		1200495		CC16a
Receipts and payments accounts				
For the period from	01/01/2023	To	31/12/2023	

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					
Transfer	£ -	£0	£0	£0	£0
Subs / Joining Fees	£ 8,077	£0	£0	£8,077	£6,902
Badges / Books	£ -	£0	£0	£0	£0
Crafts / Activities	£ 50	£0	£0	£50	£0
Trips / Visits	£ 1,510	£0	£0	£1,510	£1,569
Camps	£ 11,155	£0	£0	£11,155	£1,913
Donations	£ 5,570	£0	£0	£5,570	£532
Fundraising Income	£ 902	£0	£0	£902	£46
Group Clothing	£ 217	£0	£0	£217	£2,191
Scout Centre Hire	£ 16,770	£0	£0	£16,770	£8,247
Misc Income	£ 21,985	£0	£0	£21,985	£9,472
	£ -	£0	£0	£0	£0
Sub total (Gross income for AR)	£ 66,235	£0	£0	£66,235	£30,871
A2 Asset and investment sales, (see table).					
	£ -	£0	£0	£0	£0
Sub total	£ -	£0	£0	£0	£0
Total receipts	£ 66,235	£0	£0	£66,235	£30,871

A3 Payments

Transfer	£ -	£0	£0	£0	£0
Capitation	£ 4,246	£0	£0	£4,246	£3,110
Badges / Books	£ 121	£0	£0	£121	£589
Crafts / Activities	£ 100	£0	£0	£100	£838
Trips / Visits	£ 1,163	£0	£0	£1,163	£792
Camps	£ 6,210	£0	£0	£6,210	£5,369
Group Clothing	£ 207	£0	£0	£207	£374
Training	£ 100	£0	£0	£100	£15
Scout Group Costs	£ 3,599	£0	£0	£3,599	£1,050
Scout Centre Costs	£ 4,956	£0	£0	£4,956	£8,088
Utility Bills / Insurance	£ 5,144	£0	£0	£5,144	£4,660
Equipment, Renewals & Repairs	£ 30,531	£0	£0	£30,531	£710
Fund Raising (Expenses)	£ -	£0	£0	£0	£3
Misc Payments	£ 426	£0	£0	£426	£600
	£ -	£0	£0	£0	£0
Sub total	£ 56,803	£0	£0	£56,803	£26,198

A4 Asset and investment purchases, (see table)

	£ -	£0	£0	£0	
	£ -	£0	£0	£0	
Sub total	£ -	£0	£0	£0	£0

Total payments	£ 56,803	£ -	£ -	£ 56,803	£ 26,198
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Net of receipts/(payments)	£ 9,432	£0	£0	£9,432	£4,673
A5 Transfers between funds	£ -	£0	£0	£0	£0
A6 Cash funds last year end	£ -	£0	£0	£0	£0
Cash funds this year end	£ 9,432	£0	£0	£9,432	£4,673

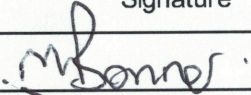

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	YE Cash Balance	£ 9,432	£0	£0
		£0	£0	£0
		£0	£0	£0
	Total cash funds	£9,432	£0	£0
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Final gift aid claim	£0	£0	£0
		£0	£0	£0
		£0	£0	£0
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			£0	£0
			£0	£0
			£0	£0
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Building/land, furniture, fixtures and fittings	Endowment	£0	£0
	Equipment	Unrestricted	£0	£0
			£0	£0

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		£0	
		£0	
		£0	
		£0	
		£0	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	MARTYN BONNER	04/05/24
	JAMES WHITE	04/05/24

Independent Examiner's Report

1st & 3rd Stowmarket (Phoenix) Scout Group

Unqualified report for a non-company charity preparing receipts and payments accounts with a gross income of £250,000 or less in the relevant financial year

Independent examiner's report to the trustees of 1st & 3rd Stowmarket (Phoenix) Scout Group Scout Council

I report to the trustees on my examination of the accounts of the 1st & 3rd Stowmarket (Phoenix) Scout Group for the year ended 31st December 2023.

Responsibilities and basis of report

As the charity trustees of the 1st & 3rd Stowmarket (Phoenix) Scout Group 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 1st & 3rd Stowmarket (Phoenix) Scout Group 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the 1st & 3rd Stowmarket (Phoenix) Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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:

Name:

PETER SIMPSON

Relevant professional qualification or membership of professional bodies (if any):

Address:

STONE MEADE HOUSE, CHURCH ROAD,
BEYTON, SUFFOLK. IP30 9AL

Date:

2-4-24.