

1ST GREAT AMWELL SCOUT GROUP
(Registered Charity no 267345)

TRUSTEES ANNUAL REPORT and ACCOUNTS

2023-2024

Year ended 31 January 2024

1ST GREAT AMWELL SCOUT GROUP

TRUSTEE BOARD MEMBERS:

Group Chair	Andy Verdin
Group Lead Volunteer (Ex Officio)	Gail Stretch
Group Treasurer	Christine Prince
Trustee (Secretary)	Christina Coates
Trustee	Daniel Buswell
Trustee	Richard Clayden
Trustee	Colin Haywood

GROUP LEADERSHIP TEAM:

Group Lead Volunteer	Gail Stretch
Scout Team Leader	Richard Clayden
Cub (Otters) Team Leader	Robert Price
Cub (Leopards) Team Leader	Michelle Lang
Beaver (Bears) Team Leader	Sonia Cousins
Beaver (Wolves) Team Leader	Wendy Devonshire- Helps
Squirrels Team Leader	Leanne Couzens

REFERENCE AND ADMINISTRATION DETAILS

Group Registration Number with Scout Association	35362
Charity Registration Number	267345
Charity Principal Address	142 London Road Ware Hertfordshire SG12 9NH

ADVISORS

Bankers	Barclays Bank plc
Independent Examiner	Cleo McGovern

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Group'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.

The Group is a Trust established under its rules which are common to all Scouts. The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

The Group is managed by the Group Trustee Board, the members of which are the 'Charity Trustees' of the Scout Group, which is an educational charity set up to provide Scouting activities in Hertfordshire. As Charity Trustees, they are responsible for complying with legislation applicable to charities. This includes registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

The Trustee Board consists of seven (7) trustees, registered with the Charities Commission: the Group Chair, Group Treasurer and 5 Trustees (including 1 Ex Officio Group Lead Volunteer, Secretary, Risk Registrar, Property Manager and Youth Representative); and meets 3 or 4 times a year. Members of the Trustee Board complete 'Being a Scouts Trustee' training within the first 6 months of joining the Trustee Board.

This Trustee Board exists to make sure the Scout Group is well managed; risks are assessed and mitigated; buildings and equipment are in good working order; and that everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers to run high-quality and safe programmes that provide young people 'skills for life'. It is responsible for:

- Development and maintenance of Group property and a Risk Register;
- Management and administration of Group finance and budgets, including fundraising;
- Establishing appropriate reserves and investment policies;
- Insurance of persons, property and equipment;
- Assisting in the recruitment of leaders and other adult support;
- Appointing any sub committees that may be required; and
- Appointing Group Administrators and Advisors other than those who are elected.

Risk and Internal Control

The Trustee Board has identified the major risks to which it believes 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 could 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 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, lettings 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 a worst case scenario the complete closure of the Group.
- ***Reduction or loss of members.*** The Group provides activities for all young people aged 6 to 14.5 years. 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.

OBJECTIVES AND ACTIVITIES

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.

ACTIVITIES, ACHIEVEMENTS AND PERFORMANCE

Activities

We are fortunate to have an experienced and enthusiastic leadership team to provide a fun and exciting programme, and to make Scouting possible; the team looks forward to introducing a variety of activities into the schedule over the next year. We are also pleased to announce that from last October, we have been able to start our first Squirrels Drey, introducing young people aged 4-6 to Scouting.

Over the past months, our sections have taken part in many District events such as the Beaver Hike and Easter Egg Hunt; Cubs have entered teams into the Oxley Shield, Swimming Gala and, most recently, the District Go-kart competition. Scouts have taken part in and won Nocturnal and Cooking Competitions.

Our Group Lead Volunteer, Gail Stretch, comments further:

"I am now looking forward to our first Squirrel Camp and getting back to our Olympic-themed Group Camp, which will take place straight after the AGM."

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.

Achievements and Performance

Great Amwell Scout Group is in the very fortunate position of having excellent facilities to host a number of exciting and educational activities for young people. We continue to invest in those facilities and over the last six months have built a covered space for our members to be able to enjoy all year-round outdoor activities. The next project is to replace the kitchen and to secure the fencing and gate leading into the woods at the top of our headquarters.

This year has seen the Group invest a lot of its surplus funds on improving our headquarters and facilities. The Scout Group remains financially sound, however, we need to continue to raise funds to make the next projects happen and to limit any increase in subscriptions.

Our primary fundraising activities include marshalling at the Ware Rotary Fireworks Display in November and a BBQ plus Tombola stall at Ware Week in July; both events are also great opportunities for us to raise the profile of the Group and help our community, as well as to raise funds.

Unfortunately, over the last year we have seen some of our Leaders retire. They will be very much missed but we thank them for their commitment, hard work and time they have given to the Group, in some cases over decades. We will now be continuing with our recruitment campaign as we do have vacancies within our leadership teams.

FINANCIAL REVIEW

During the year and after investing a further £35,000 in capital projects – primarily involving connection to the main sewerage system – the Group generated a deficit on general funds and activities of £15,080.87. Notwithstanding this outflow, as at 31 January 2024 the Group had cash of £51,847.49 in general funds plus designated reserves of £7,920.00, which have been put aside as contribution to our planned outside covered space. Since the end of the accounting period, final payments of just over £46,000 have been made in relation to the construction of the new outside covered area, adjacent to the main building; whilst this has further reduced our reserves, expected income during the rest of the year will help to rebalance the position.

The Group has identified the major risks to which it is exposed and follows the policies and rules of the Scout Association to deal with them.

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 Trustee Board considers that the Group should hold a sum equivalent to at least 12 months running costs, which currently equates to around £30,000. Given our position at the end of the accounting period and including final payments made for the outside covered area, our reserves currently remain below policy level but the Board are content that our regular income and fundraising will replenish reserves to an optimum level.

Investment Policy

The Group's Income and Expenditure is relatively modest and as a consequence does not have sufficient funds to invest in longer term investments. The Group therefore adopts a low risk strategy to investment of its funds, which are held in cash using only mainstream banks or building societies.

The Trustee Board regularly monitors the level 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 Trustee Board reviews its cash flow requirements going forward.

DECLARATION

The Trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the Charity's Trustees:

A Verdin

Andrew Verdin
Group Chair
Date: 29 April 2024

C Prince

Christine Prince
Group Treasurer
Date: 29 April 2024

G Stretch

Gail Stretch
Group Lead Volunteer
Date: 29 April 2024

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTES OF THE 1ST GREAT AWMELL SCOUT GROUP**

I report on the Accounts of the Trust for the year ended 31 January 2024, which are set out in pages 7 to 9.

Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act
- have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

C McGovern

3 June 2024

Miss C McGovern
1341 High Road
Whetstone
London
N20 9HR

1st Great Amwell Scout Group (Registered Charity No 267345)
Receipts & Payments Account for the year to 31st January 2024

RECEIPTS				PAYMENTS			
<u>2023</u>			<u>2024</u>	<u>2023</u>			<u>2024</u>
	Subscriptions				Subscriptions		
10,517.00	Subscriptions		11,216.00	4,524.00	To County & HQ	5,136.00	
-	Income Tax Recovered		6,585.12				
	Activities				Activities		
5,826.93	Camps & Activities		6,459.81	461.46	Badges & Uniform	1,633.60	
				108.21	Training	80.00	
				1,327.21	Materials	1,289.05	
				531.89	Equipment	671.98	
				6,258.86	Camps, Trips etc.	6,918.85	
				13,211.63			15,729.48
	Donations				Capital/Designated Expenditure		
1,200.00	Donations and contributions		26.00		Building Programme		35,410.51
	Grants			43,701.84			
11,226.00	Grants		1,000.00		Administration		
					General Expenses	2,066.19	
	Fundraising			1,083.66			2,066.19
700.00	Ware week	1,646.00		1,083.66			
750.00	Fireworks	800.00					
54.75	Other Fundraising	49.00					
1,504.75			2,495.00				
					Premises		
	Premises			1,658.27	Insurance	1,878.14	
22,492.80	Lettings		22,953.80	1,358.00	Grounds	1,200.00	
				1,105.35	Repairs/Maintenance	752.25	
				4,138.82	Cleaning	3,914.62	
				3,109.94	Electricity	4,357.34	
				361.00	Gas	271.74	
				2,304.00	Sewerage	864.00	
				1,452.52	Water Rates	-	
				15,487.90			13,238.09
	Investment Income Etc.						
18.22	Bank Interest		627.67				
				73,485.03			66,444.27
				(20,699.33)	(Deficit)/Surplus for year		(15,080.87)
<u>£ 52,785.70</u>			<u>£ 51,363.40</u>	<u>£ 52,785.70</u>			<u>£ 51,363.40</u>

1st Great Amwell Scout Group (Registered Charity No 267345)

Balance sheet as at 31st January 2024

<u>2023</u>		<u>2024</u>		<u>2023</u>		<u>2024</u>
332,518.44	Brought Forward	311,819.11				
(20,699.33)	(Deficit)/Surplus for year	(15,080.87)				
					<u>FIXED ASSETS</u>	
			1.00		Land	1.00
			236,969.75		Building - brought forward	236,969.75
			-		additions	-
			<u>236,970.75</u>			<u>236,969.75</u>
					<u>CASH AT BANK AND IN HAND</u>	
			66,217.59		Barclays Group - unrestricted	50,906.87
			8,000.00		Barclays Group - restricted	7,920.00
			565.25		NatWest Scouts	894.05
			65.52		Cash Cubs (Otters)	46.57
			<u>74,848.36</u>			<u>59,767.49</u>
<u>£ 311,819.11</u>		<u>£ 296,738.24</u>		<u>£ 311,819.11</u>		<u>£ 296,738.24</u>

1st Great Amwell Scout Group (Registered Charity No 267345)
Statement of Financial Activities for the Year ended 31st January 2024

Unrestricted Funds 2023	Designated Funds 2023	TOTAL 2023		Unrestricted Funds 2024	Designated Funds 2024	TOTAL 2024
INCOME & EXPENDITURE						
Incoming Resources						
10,517.00		10,517.00	Membership Subscriptions	11,216.00		11,216.00
5,826.93		5,826.93	Activities	6,459.81		6,459.81
1,200.00		1,200.00	Donations	26.00		26.00
3,226.00	8,000.00	11,226.00	Grants	-	1,000.00	1,000.00
22,492.80		22,492.80	Premises	22,953.80		22,953.80
1,504.75		1,504.75	Fundraising	2,495.00		2,495.00
-		-	Income Tax Recovered	6,585.12		6,585.12
18.22		18.22	Bank Interest & Investment Income	627.67		627.67
44,785.70	8,000.00	52,785.70	TOTAL INCOMING RESOURCES	50,363.40	1,000.00	51,363.40
RESOURCES USED						
Direct Charitable Expenditure						
13,211.63		13,211.63	Members Activities & Services provided	15,729.48		15,729.48
1,083.66		1,083.66	Administration	2,066.19		2,066.19
59,189.74		59,189.74	Premises	47,568.60	1,080.00	48,648.60
73,485.03	-	73,485.03	TOTAL RESOURCES USED	65,364.27	1,080.00	66,444.27
(28,699.33)	8,000.00	(20,699.33)	NET RESOURCES BEFORE TRANSFERS	(15,000.87)	(80.00)	(15,080.87)
Other recognised Gains & Losses						
-		-	Revaluation of Property	-		-
-		-	Surplus on sale of Investments	-		-
(28,699.33)	8,000.00	(20,699.33)	NET MOVEMENT IN FUNDS	(15,000.87)	(80.00)	(15,080.87)
332,518.44	-	332,518.44	Balance Brought Forward	303,819.11	8,000.00	311,819.11
303,819.11	8,000.00	£ 311,819.11	BALANCE CARRIED FORWARD	288,818.24	7,920.00	£ 296,738.24
<i>Unrestricted Funds</i>	<i>Restricted Funds</i>		FIXED ASSETS	Unrestricted Funds	Restricted Funds	
236,970.75		236,970.75	Tangible Fixed Assets	236,970.75		236,970.75
-		-	Investments	-		-
236,970.75	-	236,970.75	CURRENT ASSETS	236,970.75	-	236,970.75
Payment in advance						
-		-	Debtors	-		-
66,782.84	8,000.00	74,782.84	Bank & Building Society	51,800.92	7,920.00	59,720.92
65.52		65.52	Cash	46.57		46.57
66,848.36	8,000.00	74,848.36	CURRENT LIABILITIES	51,847.49	7,920.00	59,767.49
Creditors (amount falling due within 1 year)						
-		-		-		-
66,848.36	8,000.00	74,848.36	NET CURRENT ASSETS	51,847.49	7,920.00	59,767.49
303,819.11	8,000.00	311,819.11	TOTAL ASSETS less CURRENT LIABILITIES	288,818.24	7,920.00	296,738.24
Creditors (amounts falling due after more than 1 year)						
-	-	-		-		-
303,819.11	8,000.00	£ 311,819.11	NET ASSETS	288,818.24	7,920.00	£ 296,738.24

Approved on behalf of the Executive Committee on
29th April 2024 and signed on their authority

Gail Stretch
Gail Stretch
Group Lead Volunteer

A Verdin
Andrew Verdin
Group Chair

C Prince
Christine Prince
Group Treasurer

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