

WEST RUNTON SCOUT GROUP

England & Wales · Charity number 267764

Details

Status Registered

Legal form Other

Registered 1974-07-04

Register [View on the Charity Commission register](#)

Contact

Address Taronga
Middle Street
Trimingham
Norwich
NR11 8EA

Phone 01263833108

Email cardanih@gmail.com

Website www.westruntonscouts.co.uk

Activities

Objects: THE INSTRUCTION OF BOYS OF ALL CLASSES IN THE PRINCIPLES OF DISCIPLINE, LOYALTY AND GOOD CITIZENSHIP.

Activities: The development of young people.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space
- **What:** Education/training, Amateur Sport
- **Who:** Children/young People

Geography

- **Area of benefit:** WEST RUNTON
- Norfolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£28,321	£18,971	-	-
2024-03-31	£28,555	£20,214	-	-
2023-03-31	£17,158	£34,271	-	-
2022-03-31	£39,114	£8,496	-	-
2021-03-31	£24,365	£6,928	-	-

Trustees

Name	Role	Appointed
JASON WILLIAM SHERIDAN	Chair	
Adrian Wayne Stevens		2022-06-16
Angela Webster		2013-06-06
CHRISTOPHER DOUGLAS NOTT		
Chloe Haller		2018-10-11
Emile Breytenback		2019-05-20
Helen Cardani		2016-01-15
Iain Hawkins		2019-05-20
Judith Bywater		2024-05-17
Laura Jordan		2018-03-22
MAUREEN PECK		
MICHAEL COLE		

WEST RUNTON SCOUT GROUP

England & Wales - Charity number 267764

Accounts

Trustees' Annual Report

For the period

From (start date) to end date

Section A Reference and administration details

Charity name

Other names the charity is known by

Registered charity number (if any)

HQ registration number

Charity's principal address

Names of the charity trustees who manage the charity
 (These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Jason Sheridan	Chair	
2	Helen Cardani	Group Lead Volunteer	
3	Michael Cole		
4	Laura Jordan		
5	Chris Nott	Treasurer	
6	Lauren Fincher	Secretary	To 16/5/2024
7	Maureen Peck		
8	Angela Webster		
9	Iain Hawkins		
10	Emile Breytenbach		
11	Chloe Haller		
12	Adrian Stevens		
13	Judith Bywater		From 16/5/2024
14			
15			

Names and addresses of advisers (optional information but encouraged as best practice)
 (These will be published in the annual report of the charity)

Type of advisor	Name	Address
Independent Examiner	Tony Larnar Accountants	23 Station Road, Sheringham, Norfolk NR26 8RF
Honorary President	Mary Love	

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

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.

How the charity is constituted

(e.g. trust, association, company)

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

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 Trustee Board, 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.

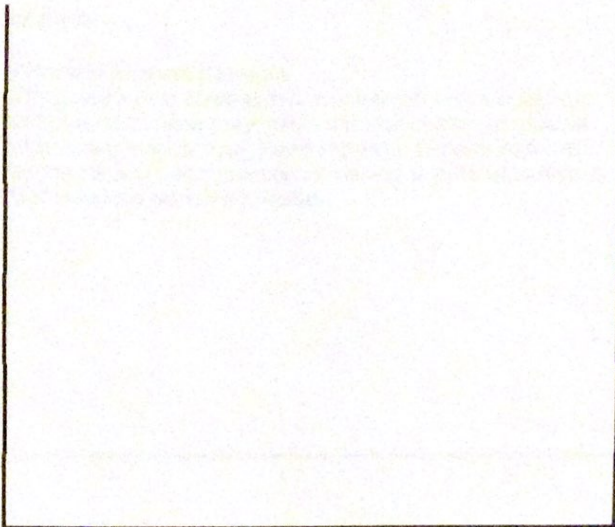
Policies and procedures adopted for:

a) the induction and training of trustees; b) trustee consideration of major risks and the systems and procedures to manage them

The Trustee Board consists of the Chair, Treasurer and 10 Trustees (including 1 Ex Officio Trustee) and meets every 4 months.

Members of the Trustee Board complete Being a Scouts Trustee learning within the first 6 months of joining the Board.

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



Section B

Structure, governance and management (continued)

Risk and Internal Controls

The Group Trustee Board 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 Board 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 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.

Risk and Internal Controls

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.

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

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

Public benefit statement

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

Summary of the main achievements of the charity during the year

Section E

Financial Review

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 Trustee Board considers that the group should hold a sum equivalent to 6 months running costs, circa £10,000.

Quantify and explain any designations

The Group held reserves of approximately £40,000 against this at year end. This is above the level required for operating expenses. However this can be explained by the possibility of forthcoming capital expenditure.

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

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);

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 mainstream banks or building societies or the COIF Charities Deposit Fund.

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

The Group Trustee Board 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 Trustee Board considers the cash flow requirements.

- investment policy and objectives;

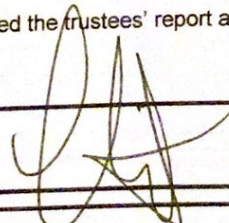
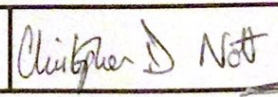
Section F Other Optional Information

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)			
Full name(s)	Jason Sheridan	Chris Nott	
Position (eg Secretary, Chair)	Chair	Treasurer	
Date	1 5 0 5 20 25		

West Runton Scout Group (Charity no. 267764) Receipts and Payments Account

	Year start date		Year end date
For the year from	01/04/24	To	31/03/25

Receipts and payments

	2024/25			2023/24	
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £	Total funds £
Receipts					
Donations, legacies and similar income					
Membership subscriptions	6,779	-	-	6,779	6,801
Donations	1,054	-	-	1,054	787
Legacies	-	-	-	-	-
Gift Aid	1,428	-	-	1,428	-
Other similar income	-	-	-	-	-
Sub total	9,261	-	-	9,261	7,588
Activities	1,172	-	-	1,172	1,085
Uniform & Badges	113	-	-	113	200
Sundries	207	-	-	207	566
Sub total	1,492	-	-	1,492	1,851
Fundraising events (gross)					
General	-	-	-	-	-
Waste Paper Recycling	3,389	-	-	3,389	3,678
Glass Recycling	6,072	-	-	6,072	6,008
Other fundraising activities	1,849	-	-	1,849	2,487
Sub total	11,310	-	-	11,310	14,173
Scout hut income					
Hire of building & grounds	4,202	-	-	4,202	3,075
Security Deposits – Returnable	250	-	-	250	290
Other Scout hut income	-	-	-	-	-
Sub total	4,452	-	-	4,452	3,365
Investment income					
Bank interest	-	-	-	-	-
C C L A Deposit Fund Interest	1,806	-	-	1,806	1,578
The Scout Association Short Term Investment Service	-	-	-	-	-
Other investment income	-	-	-	-	-
Sub total	1,806	-	-	1,806	1,578
Total Gross Income	28,321	-	-	28,321	28,555
Asset and investment sales, etc.	-	-	-	-	-
Total receipts	28,321	-	-	28,321	28,555

West Runton Scout Group (Charity no. 267764)

Receipts and Payments Account

	Year start date		Year end date
For the year from	01/04/24	To	31/03/25

Receipts and payments

	2024/25			2023/24	
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £	Total funds £
Payments					
Charitable Payments					
Membership subscriptions paid on to North East Norfolk District	4,175	-	-	4,175	2,915
Youth programme and activities	2,779	35	-	2,814	2,959
Adult support and training	200	-	-	200	-
Loan Repayments	-	-	-	-	-
Water and Sewerage	175	-	-	175	134
Electricity and Gas	963	-	-	963	949
Insurance	1,997	-	-	1,997	2,034
Repairs and Renewals	348	-	-	348	1,064
Materials and equipment	-	-	-	-	-
Printing and photocopying	523	-	-	523	315
Cleaning	544	-	-	544	369
Uniform & Badges	1,390	-	-	1,390	739
AGM and trustee expenses	-	-	-	-	-
Telephone & Broadband	601	-	-	601	565
Business Rates	39	-	-	39	-
Sundries	350	-	-	350	91
Sub total	14,084	35	-	14,119	12,134
Fundraising expenses					
Fundraising Expenses	71	-	-	71	29
Waste Glass Collection Charge	3,852	-	-	3,852	4,180
Security Deposits Returned	490	-	-	490	-
Other fundraising costs	-	-	-	-	-
Sub total	4,413	-	-	4,413	4,209
Total Gross Expenditure	18,497	35	-	18,532	16,343
Asset and investment purchases. etc.	439	-	-	439	3,871
Total payments	18,936	35	-	18,971	20,214
Net of receipts/(payments)	9,385	- 35	-	9,350	8,341
Transfers between funds	-	-	-	-	-
Cash funds last year end	49,215	35	-	49,250	40,909
Cash funds this year end	58,600	-	-	58,600	49,250

West Runton Scout Group (Charity no. 267764)

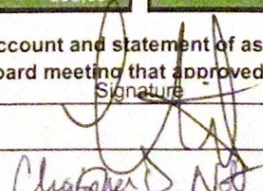
Receipts and Payments Account

	Year start date		Year end date
For the year from	01/04/24	To	31/03/25

Statement of assets and liabilities at the end of the year

	31/03/25			Total funds £	31/03/24 Total funds £
	Unrestricted funds £	Restricted funds £	Endowment funds £		
Cash funds					
Bank current account	20,336	-	-	20,336	12,792
Bank deposit account	-	-	-	-	-
C C L A Deposit Fund	38,264	-	-	38,264	36,458
The Scout Association Short Term Investment Service	-	-	-	-	-
Cash/Floats	-	-	-	-	-
Total cash funds	58,600	-	-	58,600	49,250
<small>(agree balances with receipts and payments a/c)</small>	<small>ok</small>	<small>ok</small>	<small>ok</small>	<small>ok</small>	<small>ok</small>
Other monetary assets					
Tax claim	-	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-	-
Insurance claim	-	-	-	-	-
Sub total	-	-	-	-	-
Investment assets					
Investment property - detail	-	-	-	-	-
Quoted investments	-	-	-	-	-
Other investments - detail	-	-	-	-	-
Sub total	-	-	-	-	-
Non monetary assets for charity's own use - See Note 1					
Badge stock	80	-	-	80	80
Shop stock	-	-	-	-	-
Other stock	-	-	-	-	-
Land and buildings	252,800	-	-	252,800	252,800
Motor vehicles	-	-	-	-	-
Scouting equipment, furniture etc	23,854	-	-	23,854	24,671
Other	-	-	-	-	-
Sub total	276,734	-	-	276,734	277,551
Liabilities					
Accounts not yet paid	-	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-	-
Subscriptions not yet paid	-	-	-	-	-
Loan - detail	-	-	-	-	-
Other liabilities	-	-	-	-	-
Sub total	-	-	-	-	-
Total net assets	335,334	-	-	335,334	326,801

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 16th 15th May 2025 (the date of the Trustee Board meeting that approved the accounts) and signed on their behalf by

Signature


Print Name
 Jason Sheridan – Chair
 Chris Nott – Treasurer

West Runton Scout Group

Note to Accounts for the year from 1/4/24 to 31/3/25

Note 1

	<u>Land & Buildings</u>	<u>Equipment</u>
As at 1/4/24	£252,800	£24,671
Additions	£0	£439
Sub Total	£252,800	£25,110
Depreciation (5%)		£1,256
As at 31/3/25	£252,800	£23,854

INDEPENDENT EXAMINERS' REPORT

TO THE TRUSTEES OF THE WEST RUNTON SCOUT GROUP

We report to the trustees on our examination of the accounts of the West Runton Scout Group for the year ended 31 March 2025.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity trustees of the West Runton Scout Group you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

We report in respect of our examination of the West Runton Scout Group accounts carried out under section 145 of the 2011 Act and in carrying out our examination we have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

INDEPENDENT EXAMINERS' STATEMENT

We have completed our examination. We confirm that no material matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

1. accounting records were not kept in respect of the West Runton Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

We 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.

Tony Larner

Tony Larner
Chartered Certified Accountants
23 Station Road
Sheringham
Norfolk
NR26 8RF

15 May 2025

WEST RUNTON SCOUT GROUP

England & Wales - Charity number 267764

Accounts

Trustees' Annual Report

For the period

From (start date) 0 1 0 4 20 23 to end date 0 1 0 5 20 24

Section A Reference and administration details

Charity name

Other names the charity is known by

Registered charity number (if any)

HQ registration number

Charity's principal address

Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Jason Sheridan	Chair	
2	Helen Cardani	Group Lead Volunteer	
3	Michael Cole		
4	Laura Jordan		
5	Chris Nott	Treasurer	
6	Lauren Fincher	Secretary	
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8	Angela Webster		
9	Iain Hawkins		
10	Emile Breytenbach		
11	Chloe Haller		
12	Adrian Stevens		
13			
14			
15			

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

(These will be published in the annual report of the charity)

Type of advisor	Name	Address
Independent Examiner	Tony Larnar Accountants	23 Station Road, Sheringham, Norfolk NR26 8RF
Honorary President	Mary Love	

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

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.

How the charity is constituted

(e.g. trust, association, company)

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

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 Trustee Board, 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.

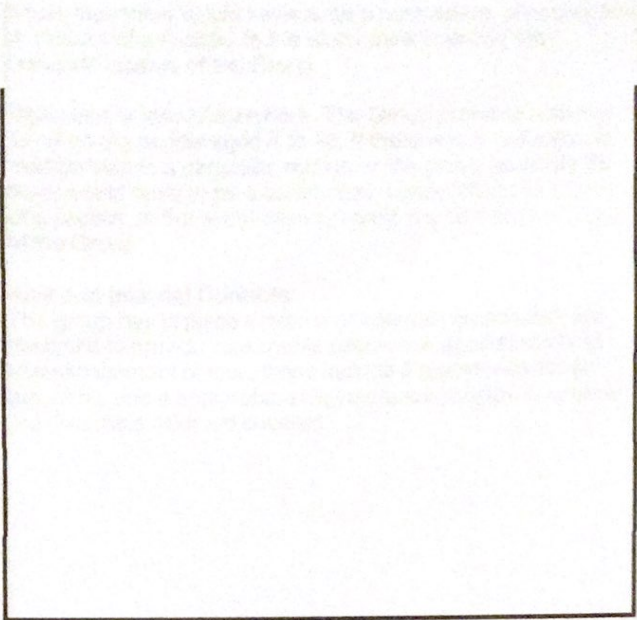
Policies and procedures adopted for:

a) the induction and training of trustees; b) trustee' consideration of major risks and the systems and procedures to manage them

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Members of the Trustee Board complete Being a Scouts Trustee learning within the first 6 months of joining the Board.

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Section B Structure, governance and management (continued)

Risk and Internal Controls
The Group Trustee Board 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.

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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 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.

Risk and Internal Controls

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.

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

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Additional details of the objectives and activities (optional information but encouraged as best practice)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

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Public benefit statement

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

Summary of the main achievements of the charity during the year

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Section E

Financial Review

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 Trustee Board considers that the group should hold a sum equivalent to 6 months running costs, circa £8,000.

The Group held reserves of approximately £35,000 against this at year end. This is above the level required for operating expenses. However this can be explained by the possibility of forthcoming capital expenditure.

Quantify and explain any designations

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

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;

Investment Policy (Specimen 1)

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 mainstream banks or building societies or the COIF Charities Deposit Fund.

The Group Trustee Board 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 Trustee Board considers the cash flow requirements.

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)

J. Candem Christopher D Nott

Full name(s)

Jason Sheridan HELEN ARBANI Chris Nott

Position (eg Secretary, Chair)

Chair GROUP LEAD VOLUNTEER Treasurer

Date

1 | 6 | 0 | 5 | 20 | 24

West Runton Scout Group (Charity no. 267764) Receipts and Payments Account

	Year start date		Year end date
For the year from	01/04/23	To	31/03/24

Receipts and payments

	2023/24			2022/23	
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £	Total funds £
Receipts					
Donations, legacies and similar income					
Membership subscriptions	6,801	-	-	6,801	5,188
Donations	787	-	-	787	1,260
Legacies	-	-	-	-	2,000
Gift Aid	-	-	-	-	-
Other similar income	-	-	-	-	-
Sub total	7,588	-	-	7,588	8,448
Activities	1,085			1,085	1,725
Uniform & Badges	200	-	-	200	178
Sundries	566	-	-	566	407
Sub total	1,851	-	-	1,851	2,310
Fundraising events (gross)					
General	-	-	-	-	2,017
Waste Paper Recycling	3,678	-	-	3,678	2,397
Glass Recycling	8,008	-	-	8,008	4,683
Other fundraising activities	2,487	-	-	2,487	-
Sub total	14,173	-	-	14,173	9,097
Scout hut income					
Hire of building & grounds	3,075	-	-	3,075	728
Security Deposits – Returnable	290	-	-	290	
Other Scout hut income	-	-	-	-	-
Sub total	3,365	-	-	3,365	728
Investment income					
Bank interest	-	-	-	-	-
C C L A Deposit Fund Interest	1,576	2	-	1,578	709
The Scout Association Short Term Investment Service	-	-	-	-	-
Other investment income	-	-	-	-	-
Sub total	1,576	2	-	1,578	709
Total Gross Income	28,553	2	-	28,555	21,292
Asset and investment sales, etc.	-	-	-	-	-
Total receipts	28,553	2	-	28,555	21,292

West Runton Scout Group (Charity no. 267764) Receipts and Payments Account

	Year start date		Year end date
For the year from	01/04/23	To	31/03/24

Receipts and payments

	2023/24			2022/23	
	Unrestricted funds 57	Restricted funds £	Endowment funds £	Total funds £	Total funds £
Payments					
Charitable Payments					
Membership subscriptions paid on to North East Norfolk District	2,915	-	-	2,915	2,862
Youth programme and activities	2,790	169	-	2,959	2,349
Adult support and training	-	-	-	-	210
Loan Repayments	-	-	-	-	1,600
Water and Sewerage	134	-	-	134	120
Electricity and Gas	949	-	-	949	678
Insurance	2,034	-	-	2,034	1,995
Repairs and Renewals	1,064	-	-	1,064	21,865
Materials and equipment	-	-	-	-	-
Printing and photocopying	315	-	-	315	409
Cleaning	369	-	-	369	255
Uniform & Badges	703	36	-	739	1,597
AGM and trustee expenses	-	-	-	-	-
Telephone & Broadband	565	-	-	565	565
Business Rates	-	-	-	-	38
Sundries	91	-	-	91	339
Sub total	11,929	205	-	12,134	34,882
Fundraising expenses					
Fundraising Expenses	29	-	-	29	-
Waste Glass Collection Charge	4,180	-	-	4,180	4,051
Detail 3	-	-	-	-	-
Other fundraising costs	-	-	-	-	-
Sub total	4,209	-	-	4,209	4,051
Total Gross Expenditure	16,138	205	-	16,343	38,933
Asset and investment purchases. etc.	3,664	207	-	3,871	366
Total payments	19,802	412	-	20,214	39,299
Net of receipts/(payments)	8,751	- 410	-	8,341	- 18,007
Transfers between funds	-	-	-	-	-
Cash funds last year end	40,464	445	-	40,909	58,916
Cash funds this year end	49,215	35	-	49,250	40,909

West Runton Scout Group (Charity no. 267764)

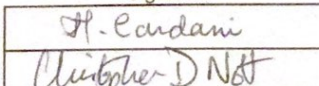
Receipts and Payments Account

	Year start date		Year end date
For the year from	01/04/23	To	31/03/24

Statement of assets and liabilities at the end of the year

	31/03/24			31/03/23	
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £	Total funds £
Cash funds					
Bank current account	12,792	-	-	12,792	6,029
Bank deposit account	-	-	-	-	-
C C L A Deposit Fund	36,423	35	-	36,458	34,880
The Scout Association Short Term Investment Service	-	-	-	-	-
Cash/Floats	-	-	-	-	-
Total cash funds	49,215	35	-	49,250	40,909
(agree balances with receipts and payments a/c) ok ok ok ok ok					
Other monetary assets					
Tax claim	-	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-	-
Insurance claim	-	-	-	-	-
Sub total	-	-	-	-	-
Investment assets					
Investment property - detail	-	-	-	-	-
Quoted investments	-	-	-	-	-
Other investments - detail	-	-	-	-	-
Sub total	-	-	-	-	-
Non monetary assets for charity's own use - See Note 1					
Badge stock	80	-	-	80	200
Shop stock	-	-	-	-	-
Other stock	-	-	-	-	-
Land and buildings	252,800	-	-	252,800	252,800
Motor vehicles	-	-	-	-	-
Scouting equipment, furniture etc	24,671	-	-	24,671	22,098
Other	-	-	-	-	-
Sub total	277,551	-	-	277,551	275,098
Liabilities					
Accounts not yet paid	-	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-	-
Subscriptions not yet paid	-	-	-	-	-
Loan - detail	-	-	-	-	-
Other liabilities	-	-	-	-	-
Sub total	-	-	-	-	-
Total net assets	326,766	35	-	326,801	316,007

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 18th May 2024 (the date of the Trustee Board meeting that approved the accounts) and signed on their behalf by

Signature

 Christopher D Nott

Print Name GROUP LEAD VOLUNTEER
 HELEN CARDANI - Jason Sheridan - Chair
 Chris Nott - Treasurer

West Runton Scout Group

Note to Accounts for the year from 1/4/23 to 31/3/24

Note 1

	<u>Land & Buildings</u>	<u>Equipment</u>
As at 1/4/23	£252,800	£22,098
Additions	£0	£3,871
Sub Total	£252,800	£25,969
Depreciation (5%)		£1,298
As at 31/3/24	£252,800	£24,671

INDEPENDENT EXAMINERS' REPORT

TO THE TRUSTEES OF THE WEST RUNTON SCOUT GROUP

We report to the trustees on our examination of the accounts of the West Runton Scout Group for the year ended 31 March 2024.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity trustees of the West Runton Scout Group you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

We report in respect of our examination of the West Runton Scout Group accounts carried out under section 145 of the 2011 Act and in carrying out our examination we have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

INDEPENDENT EXAMINERS' STATEMENT

We have completed our examination. We confirm that no material matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

1. accounting records were not kept in respect of the West Runton Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

We 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.

Tony Larner

Tony Larner
Chartered Certified Accountants
23 Station Road
Sheringham
Norfolk
NR26 8RF

16 May 2024

WEST RUNTON SCOUT GROUP

England & Wales - Charity number 267764

Accounts

Trustees' Annual Report

For the period

From (start date) to end date

Section A Reference and administration details

Charity name

Other names the charity is known by

Registered charity number (if any)

HQ registration number

Charity's principal address

 Postcode

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Jason Sheridan	Chair	
2	Helen Cardani	Group Scout Leader	
3	Michael Cole	Deputy Group Scout Leader	
4	Laura Jordan		
5	Chris Nott	Treasurer	
6	Lauren Fincher	Secretary	
7	Maureen Peck		
8	Angela Webster		
9	Judith Bywater		To 8/12/2021
10	Iain Hawkins		
11	John Creasey		To 10/6/2021
12	Emile Breytenbach		
13	Chloe Haller		
14	Richard Shepherd		To 7/10/2021
15	Ann Nunn		To 7/10/2021
16			
17			
18			

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

Type of advisor	Name	Address
Independent Examiner	Tony Larnar Accountants	23 Station Road, Sheringham, Norfolk NR26 8RF
Honorary President	Mary Love	

Section B**Structure, governance and management**

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

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.

How the charity is constituted

(e.g. trust, association, company)

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

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 Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the Group Scout Leaders, individual section leaders (if opted to take on the responsibility) and parent's representation and meets 3 times a year.

Members of the Executive Committee complete '*Essential Information for Executive Committee*' 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 adult support;

Appointing any sub committees that may be required;

Appointing Group Administrators and Advisors.

Risk and Internal Control

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:

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. The Group also has insurance covering helpers against personal accident. 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 - See Note 3.

Reduction or loss of leaders. The group is - See Note 4.

Reduction or loss of members. The Group - See Note 5.

The group has in place systems of internal - See Note 6.

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

There have been limited physical activities undertaken during the past year due to the closure of face to face scouting ordered by the Scout Association because of the Covid 19 pandemic. This ended during the year.

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

Public benefit statement

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**

Summary of the main achievements of the charity during the year

Section E**Financial Review**

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 6 months running costs, circa £5,000.

The Group held reserves of approximately £50,000 against this at year end. This is above what is required for operating expenses. A loan repayment of £1,600 is due within the next 4 months. The scout hut roof will soon be replaced, costing approx £15,000.

Quantify and explain any designations

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

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);

Investment Policy

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 mainstream banks or building societies or COIF Deposit Fund.

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

• investment policy and objectives

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.

The collection of waste paper and glass is the Group's major source of fundraising income. Our principal fundraising event is now the annual Plant Sale.

Section F

Other Optional Information

Plans for future periods (details of any significant activities planned to achieve them)

[Empty box for future plans]

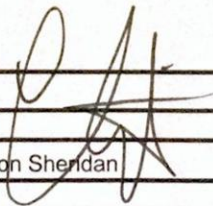
Section G

Declaration

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)

 Christopher D Nott

Full name(s)

Jason Sheridan | Chris Nott

Position (eg Secretary, Chair)

Chair | Treasurer

Date

06 | 10 | 20 | 22

West Runton Scout Group Receipts and Payments Account

	Year start date		Year end date
For the year from	01/04/2021	To	31/03/2022

Receipts and payments

	2021/22			2020/21	
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
Receipts					
Donations, legacies and similar income					-
Membership subscriptions	1,824	-	-	1,824	1,370
Less: Membership subscriptions paid on to North East Norfolk District	- 1,600	-	-	- 1,600	- 1,728
Net membership subs retained	224	-	-	224	358
Donations	65	-	-	65	60
Covid 19 Grants	22,391	-	-	22,391	10,000
Gift Aid	2,696	-	-	2,696	-
	-	-	-	-	-
Sub total	25,376	-	-	25,376	9,702
Activities	163	-	-	163	-
Uniform & Badges	254	-	-	254	-
Sundries	168	-	-	168	171
Sub total	585	-	-	585	171
Fundraising (gross)					-
General	2,510	-	-	2,510	1,146
Waste Paper Recycling	4,145	-	-	4,145	3,412
Glass Recycling	6,066	-	-	6,066	9,826
Other fundraising activities	-	-	-	-	-
Sub total	12,721	-	-	12,721	14,384
Investment income					
Bank interest	-	-	-	-	-
COIF interest	32	-	-	32	8
The Scout Association Short Term Investment Service	-	-	-	-	-
Property Rent income	400	-	-	400	150
Security Deposits - Returnable	-	-	-	-	50
Sub total	432	-	-	432	108
Total Gross Income	39,114	-	-	39,114	24,365
Asset and investment sales, etc.	-	-	-	-	-
Total receipts	39,114	-	-	39,114	24,365

West Ronton Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2021	To	31/03/2022
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Receipts and payments

	2021/22			2020/21	
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £	Total funds £
Payments					
Charitable Payments					
Youth programme and activities	1,165	-	-	1,165	42
Adult support and training	120	-	-	120	-
Loan Repayments (See Note 1)	-	1,600	-	1,600	2,630
Water and Sewerage	55	-	-	55	64
Electricity and Gas	525	-	-	525	454
Insurance	1,720	-	-	1,720	1,644
Repairs and Renewals	-	-	-	-	120
Materials and equipment	-	-	-	-	-
Printing and photocopying	198	-	-	198	-
Cleaning	260	-	-	260	-
Uniforms and Badges	429	-	-	429	22
Building Project	-	-	-	-	-
Telephone & Broadband	565	-	-	565	565
Business Rates	104	-	-	104	-
Sundries	20	-	-	20	22
Sub total	5,161	1,600	-	6,761	5,563
Fundraising expenses					
General	-	-	-	-	39
Waste Glass collection charge	1,735	-	-	1,735	1,326
Detail 3	-	-	-	-	-
Other fundraising costs	-	-	-	-	-
Sub total	1,735	-	-	1,735	1,365
Total Gross Expenditure	6,896	1,600	-	8,496	6,928
Asset and investment purchases, etc.	222	-	-	222	
Total payments	7,118	1,600	-	8,718	6,928
Net of receipts/(payments)	31,996	- 1,600	-	30,396	17,437
Transfers between funds	-	-	-	-	-
Cash funds last year end	25,320	3,200	-	28,520	11,083
Cash funds this year end	57,316	1,600	-	58,916	28,520



Statement of assets and liabilities at the end of the year

	31st March 2022			31/03/2021	
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £	Total funds £
Cash funds					
Bank Current Account	16,745	-	-	16,745	18,381
Bank deposit account	-	-	-	-	-
COIF Charities Deposit Account	40,571	1,600	-	42,171	10,139
The Scout Association Short Term Investment Service	-	-	-	-	-
Cash/Floats	-	-	-	-	-
Total cash funds	57,316	1,600	-	58,916	28,520
Other monetary assets					
Tax claim	-	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-	-
Insurance claim	-	-	-	-	-
Sub total	-	-	-	-	-
Investment assets					
Investment property - detail	-	-	-	-	-
Quoted investments	-	-	-	-	-
Other investments - detail	-	-	-	-	-
Sub total	-	-	-	-	-
Non monetary assets for charity's own use					
Badge stock	200	-	-	200	197
Shop stock	-	-	-	-	-
Other stock	-	-	-	-	-
Land and buildings	252,800	-	-	252,800	252,800
Motor vehicles	-	-	-	-	-
Scouting equipment, furniture etc	22,895	-	-	22,895	23,878
Other	-	-	-	-	-
Sub total	275,895	-	-	275,895	276,875
Liabilities					
Security Deposits potentially refundable	-	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-	-
Subscriptions not yet paid	-	-	-	-	-
Loans due within 1 year See Note 1	-	1,600	-	1,600	1,600
Loans due after 1 year See Note 1	-	-	-	-	1,600
Sub total	-	1,600	-	1,600	3,200

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on ~~16th of May~~ 16th of October 2022 and signed on their behalf by

6th of October

Signature 	Print Name Jason Sheridan - Chair
	Chris Nott -Treasurer

West Runton Scout Group

Note to Accounts for the year from 1/4/21 to 31/3/22

Note 1

The Group received interest free loans repayable in equal annual installments, one remains as follows:-

		Repaid this year	Due within 12 months	Due after 12 months
On 14/7/2017	£8,000 over 5 years	£1,600	£1,600	Nil

Note 2

	<u>Land & Buildings</u>	<u>Equipment</u>
As at 1/4/21	£252,800	£23,878
Additions	£0	£222
Sub Total	£252,800	£24,100
Depreciation (5%)		£1,205
As at 31/3/22	£252,800	£22,895

Continuation of Trustees Annual Report

Note 3

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.

Note 4

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.

Note 5

provides activities for all young people aged 4 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

Note 6

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.

INDEPENDENT EXAMINERS' REPORT

TO THE TRUSTEES OF THE WEST RUNTON SCOUT GROUP

We report to the trustees on our examination of the accounts of the West Runton Scout Group (the Trust) for the year ended 31 March 2022.

RESPONSIBILITIES AND BASIS OF REPORT

As the Group's trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

We report in respect of our examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out our examination we have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

INDEPENDENT EXAMINERS' STATEMENT

We have completed our examination. We confirm that no material matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

We 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.

Tony Larner

Tony Larner
Chartered Certified Accountants
23 Station Road
Sheringham
Norfolk
NR26 8RF

4 August 2022