

# **Thriftvale Scout Group Trustees' Annual Report**

For the period 01/01/2 – 31/12/23

## **Section A – Reference and administration details**

Charity Name: 5<sup>th</sup> Amptill & Woburn (Thriftvale) Scout Group

### **Registered Charity Number:**

268119

### **Charity's principal address:**

Cranfield Scout Hut, Merchant Lane, Cranfield, MK430DA

### **Names of the charity trustees who managed the charity during the year:**

| <b>Trustee Name</b> | <b>Office (if any)</b> |
|---------------------|------------------------|
| Vacant              | Chairman               |
| Amanda Clawson      | Treasurer              |
| Hayley Reardon      | Secretary              |
| Sharon Davis        | Cub Leader             |
| Sarah Gemmell       | Cub Leader             |
| Georgia Gritton     | Cub Leader             |
| Heather Hill        |                        |
| Carol Reardon       |                        |
| Russell Mackinnon   |                        |
| Tim Chick           | Beaver Leader          |
| Jenny Worthington   | Beaver Leader          |

The ownership of the buildings of the Group are vested in The Scout Association Trust Corporation who must act in the best interests concerning the property in accordance with Charity Law.

## **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.

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.

The Committee consists of a Chair, Treasurer and Secretary together with individual section leaders, parents' representation and other committee members. The Committee normally meets at least once every three months and can communicate in between by email or a dedicated WhatsApp group.

The Group Executive Committee exists to support the Leaders 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.
- Controlling personal information in line with GDPR 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 risk that have been identified are:

**Damage to the building, property and equipment.**

The Group has 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 Association's national accident insurance policy. Risk Assessments are undertaken before all activities. Leaders are appropriately trained, including in First Response.

Health and safety matters form a standing agenda item for Committee meetings and maintenance is undertaken to the premises as required to address identified health and safety issues and other building defects. Annual testing is undertaken of fire safety equipment and gas appliances, and at regulatory intervals for electrical equipment.

**Reduction or loss of leaders.**

The group is totally reliant on 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 in 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 6 to 14. 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.

**Other financial risk.**

The continuing economic situation is expected to have long-term adverse impacts on the Group's finances. There remains a reduction in interest rates affecting bank interest received throughout 2023 and will continue to have a significant impact on this source of income for the foreseeable future.

**Financial controls.**

The Group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include: two signatories required for all cheques and authorisation of internet transactions; all bank accounts are held in the name of the Thriftvale Scout Group; Group accounts are subject to independent examination; and examined annual accounts are sent to the Charity Commission and the Scout Association.

**Section C – Objectives and activities****Summary of the objects of the charity set out in its governing document****The objectives of the Group are as a unit of the Scout Association.**

The Aim of The Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potential, as individuals, as responsible citizens and as members of their local national and international communities. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

## **Public benefit**

Subscriptions are charged for membership to cover immediate running costs of the Group and these do not unduly restrict membership. The Group follows the principle that no one should be excluded because of their inability to pay membership subscriptions. Two key principles demonstrating that Scouting's aims are for the public benefit are that through the Scout method young people develop towards their full potential and that there is a clear link between the benefits for young people and the purpose of Scouting. The safety of young people is taken very seriously and the benefits Scouting activities provide far outweigh the risks. Any private benefits from Scouting are incidental, other than to those as a beneficiary.

## **Summary of the main activities in relation to these objects**

Thriftvale Scout Group aims to achieve these objectives by providing an enjoyable and attractive programme. We run Cubs on Mondays and Wednesdays, Beavers on Mondays and Thursdays, and Scouts on Thursdays.

## **Section D – Achievements and performance**

### **Summary of the main achievements of the charity during the year.**

We are still running at capacity in our Beaver, Cub and Scout groups with waiting lists in place too. We do not have an explorers group at Thriftvale at present.

All of our groups have made the most of the dry, warm weather this summer and lots of our sessions have taken place outdoors.

### **Below is a summary of the activities each section did in 2023**

**Nebular Scouts** - Did a camp in June 2023 at Leslie Sell Activity Centre, Bromham including a 6 mile hike, attended a water activities day at Stewartby Water Sports Club, including sailing, kayaking & paddle boats in September 2023 and during their weekly meetings did shelter building & outdoor cooking

Badges Awarded: 11 Challenge Badges

**Apollo Cubs** - Attended a joint camp with Saturn Cubs July 2023, cooking on alter fires at Milton Bryan, trampolining and visited a farm

Badges Awarded: Total 97, including 18 Challenge Badges

**Saturn Cubs** - Attended a joint camp with Apollo Cubs July 2023, did den building, wall climbing, visited a local care home and also backwoods cooking

Badges Awarded: Total 404, including 7 Chief Scout's Silver & 73 Challenge Badges and a Level 10 Hike badge

**Galaxy Beavers** - Supported the charity Heart of Marston with beavers running various stalls to raise money, some of the beavers attended the annual Activity day at Luton Hoo organised by the Luton sea scouts, attended an indoor sleepover, wall climbing, did a local litter pick and also visited a fire station.

Badges Awarded: Total 163, including 11 Chief Scout's Bronze & 71 Challenge Badges

**Jupiter Beavers** - Made bird feeders, den building, caving in a purposely built environment, community litter pick and trampolining

Badges Awarded: Unavailable at this time

Plans for future activity include continuing to try and recruit more volunteers to join the committee and to look for some new leaders/assistant leaders.

## **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 held reserves of approximately £20,00 at year end. This is above the level required for operating expenses. However, the Group is dependent on these sources of income to meet both annual costs, and capital expenditure, including the costs of maintaining the premises. The Group Executive Committee has therefore agreed that funds surplus to the day-to-day requirements of the Group should be designated as a Fund to cover any major repairs and planned maintenance and to cover the costs of running the Group should there be substantial reduction of income.

### **Quantify and explain any designations**

In 2023, total receipts were £36,707 and payments totalled £18,754 (£38,997 brought forward from 2022). The closing balance of the bank account(s) as of December 2023 was £56,950.

The closing balance is due to grants received during 2023 (see below) . These restricted funds will be used for further improvements to the Marston hut

- £7,000 received from Bedfordshire & Luton Community Foundation for refurbishment of the toilets at the Marston hut
- £2791.42 from Co-op Community Fund to build a firepit and seating area

The amount of £8,000 has also been set aside from group funds as additional funding required for the refurbishment of the toilets at the Marston hut.

The Groups reserve fund £20,000 and the estimated funds required to cover hut insurance, capitation (membership fees), utilities and monthly maintenance (grass cutting, cleaning etc.) and running of the weekly sessions is estimated at £19,320 for the coming financial year 2024 leaving available funds of £7,839.

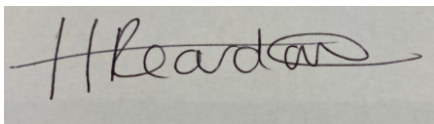
### **Investment Policy**

The Group has adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks.

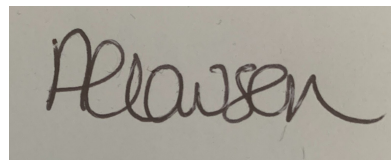
### **Section F – Declaration**

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

Signed on behalf of the charity's trustees

A handwritten signature in dark ink, appearing to read 'H Reardon', on a light-colored rectangular background.

Hayley Reardon  
Secretary

A handwritten signature in dark ink, appearing to read 'A Clawson', on a light-colored rectangular background.

Amanda Clawson  
Treasurer

Date 15th August 2024

5th Ampthill and Woburn (Thriftvale) Scout Group

Receipts and Payments Account Summary for year ending 31st December 2023

|                                              | <b>This Year<br/>Unrestricted</b> | <b>This Year<br/>Restricted</b> | <b>This Year<br/>Unrestricted<br/>&amp; Total Fund</b> | <b>Last Year<br/>Unrestricted<br/>&amp; Total Fund</b> |
|----------------------------------------------|-----------------------------------|---------------------------------|--------------------------------------------------------|--------------------------------------------------------|
|                                              | <b>31.12.23</b>                   | <b>31.12.23</b>                 | <b>31.12.23</b>                                        | <b>31.12.22</b>                                        |
| Total Receipts for the year                  | 23916                             | 12791                           | 36707                                                  | 25840                                                  |
| Total payments for the year                  | 15754                             | 3000                            | 18754                                                  | 18856                                                  |
| Net Receipts for the year                    | 8162                              | 9791                            | 17953                                                  | 6984                                                   |
| Cash, bank and similar funds brought forward | 38997                             | 0                               | 38997                                                  | 32013                                                  |
| Cash, bank and similar funds carried forward | 47159                             | 9791                            | 56950                                                  | 38997                                                  |

# 5TH AMPHILL & WOBURN (THRIFTVALE) SCOUT GROUP

## Receipts for the year ended 31st December 2023

|                                                         | This Year<br>Unrestricted<br><br>31.12.23<br>£ | This Year<br>Restricted<br><br>31.12.23<br>£ | This Year<br>Unrestricted<br>& Total Fund<br><br>31.12.23<br>£ | Last Year<br>Unrestricted<br>& Total Fund<br><br>31.12.22<br>£ |
|---------------------------------------------------------|------------------------------------------------|----------------------------------------------|----------------------------------------------------------------|----------------------------------------------------------------|
| MEMBERSHIP SUBSCRIPTIONS                                |                                                |                                              |                                                                |                                                                |
| Received                                                | 18378                                          | 0                                            | 18378                                                          | 17813                                                          |
| Less Paid                                               | -3948                                          | 0                                            | -3948                                                          | -3870                                                          |
|                                                         | <b>14430</b>                                   | <b>0</b>                                     | <b>14430</b>                                                   | <b>13943</b>                                                   |
| INVESTMENT INCOME RECEIVED                              |                                                |                                              |                                                                |                                                                |
| Hall Hire                                               | 2675                                           | 0                                            | 2675                                                           | 0                                                              |
| Bank interest received                                  | 82                                             | 0                                            | 82                                                             | 13                                                             |
| The Scout Assoc'n Short Term Investment Service         | 0                                              | 0                                            | 0                                                              | -154                                                           |
|                                                         | <b>2757</b>                                    | <b>0</b>                                     | <b>2757</b>                                                    | <b>-141</b>                                                    |
| DONATIONS/GRANTS                                        |                                                |                                              |                                                                |                                                                |
| Local Council                                           | 797                                            | 12791                                        | 13588                                                          | 0                                                              |
| Others                                                  | 0                                              | 0                                            | 0                                                              | 1800                                                           |
|                                                         | <b>797</b>                                     | <b>12791</b>                                 | <b>13588</b>                                                   | <b>1800</b>                                                    |
| ACTIVITIES                                              |                                                |                                              |                                                                |                                                                |
| Camps / Sleepovers                                      | 0                                              | 0                                            | 0                                                              | 0                                                              |
|                                                         | 1510                                           | 0                                            | 1510                                                           | 2977                                                           |
|                                                         | <b>1510</b>                                    | <b>0</b>                                     | <b>1510</b>                                                    | <b>2977</b>                                                    |
| FUND RAISING(gross)                                     |                                                |                                              |                                                                |                                                                |
| Group Fundraising                                       | 0                                              | 0                                            | 0                                                              | 361                                                            |
| Amazon Smile                                            | 9                                              | 0                                            | 9                                                              | 44                                                             |
|                                                         | <b>9</b>                                       | <b>0</b>                                     | <b>9</b>                                                       | <b>405</b>                                                     |
| OTHER INCOME                                            |                                                |                                              |                                                                |                                                                |
| Income Tax recovered-<br>on subscriptions and donations | 3933                                           | 0                                            | 3933                                                           | 6856                                                           |
|                                                         | <b>3933</b>                                    | <b>0</b>                                     | <b>3933</b>                                                    | <b>6856</b>                                                    |
| SUNDRY RECEIPTS                                         |                                                |                                              |                                                                |                                                                |
| Uniform Sale                                            | 0                                              | 0                                            | 0                                                              | 0                                                              |
| District                                                | 480                                            | 0                                            | 480                                                            | 0                                                              |
|                                                         | <b>480</b>                                     | <b>0</b>                                     | <b>480</b>                                                     | <b>0</b>                                                       |
|                                                         | <b>23916</b>                                   | <b>12791</b>                                 | <b>36707</b>                                                   | <b>25840</b>                                                   |
| <b>TOTAL RECEIPTS</b>                                   |                                                |                                              |                                                                |                                                                |

# 5TH AMPTHILL & WOBURN (THRIFTVALE) SCOUT GROUP

## Expenses for the year ended 31st December 2023

|                              | This Year<br>Unrestricted<br>31.12.23<br>£ | This Year<br>Restricted<br>31.12.23 | This Year<br>Unrestricted<br>& Total Fund<br>31.12.23 | Last Year<br>Unrestricted<br>& Total Fund<br>31.12.22<br>£ |
|------------------------------|--------------------------------------------|-------------------------------------|-------------------------------------------------------|------------------------------------------------------------|
| PREMISES                     |                                            |                                     |                                                       |                                                            |
| Rent                         | 720                                        | 0                                   | 720                                                   | 0                                                          |
| Insurance                    | 2401                                       | 0                                   | 2401                                                  | 2013                                                       |
| Heat & light                 | 1688                                       | 0                                   | 1688                                                  | 3499                                                       |
| Water                        | 635                                        | 0                                   | 635                                                   | 598                                                        |
| Repairs & Renewals           | 44                                         | 0                                   | 44                                                    | 894                                                        |
| Maintenance - Toilet Block   | 0                                          | 3000                                | 3000                                                  | 0                                                          |
| Cleaner                      | 840                                        | 0                                   | 840                                                   | 420                                                        |
| Bins                         | 992                                        | 0                                   | 992                                                   | 1215                                                       |
|                              | <b>7320</b>                                | <b>3000</b>                         | <b>10320</b>                                          | <b>8639</b>                                                |
| DONATIONS AND GRANTS         |                                            |                                     |                                                       |                                                            |
| Grant Paid                   | 500                                        | 0                                   | 500                                                   | 0                                                          |
|                              | <b>500</b>                                 | <b>0</b>                            | <b>500</b>                                            | <b>0</b>                                                   |
| ACTIVITIES                   |                                            |                                     |                                                       |                                                            |
| Camps/ Sleepovers            | 1470                                       | 0                                   | 1470                                                  | 3005                                                       |
| Section Floats               | 2540                                       | 0                                   | 2540                                                  | 2822                                                       |
| Sports Equipment             | 287                                        | 0                                   | 287                                                   | 0                                                          |
|                              | <b>4297</b>                                | <b>0</b>                            | <b>4297</b>                                           | <b>5827</b>                                                |
| FUND RAISING EXPENSES        |                                            |                                     |                                                       |                                                            |
| Group Fundraiser / AGM       | 0                                          | 0                                   | 0                                                     | 19                                                         |
|                              | <b>0</b>                                   | <b>0</b>                            | <b>0</b>                                              | <b>19</b>                                                  |
| ADMINISTRATION EXPENSES      |                                            |                                     |                                                       |                                                            |
| OSM                          | 72                                         | 0                                   | 72                                                    | 95                                                         |
| Website Maintenance          | 180                                        | 0                                   | 180                                                   | 180                                                        |
| Domain                       | 0                                          | 0                                   | 0                                                     | 0                                                          |
| Go Cardless Fees             | 765                                        | 0                                   | 765                                                   | 607                                                        |
|                              | <b>1017</b>                                | <b>0</b>                            | <b>1017</b>                                           | <b>882</b>                                                 |
| AGM                          | 0                                          | 0                                   | 0                                                     | 0                                                          |
| Training                     | 0                                          | 0                                   | 0                                                     | 0                                                          |
| Post & Stationery            | 2                                          | 0                                   | 2                                                     | 0                                                          |
| Capital Equipment            | 0                                          | 0                                   | 0                                                     | 0                                                          |
|                              | <b>2</b>                                   | <b>0</b>                            | <b>2</b>                                              | <b>0</b>                                                   |
| TRUSTEE EXPENSES             |                                            |                                     |                                                       |                                                            |
| Audit & Accounts             | 0                                          |                                     | 0                                                     | 0                                                          |
| Health & Safety              | 0                                          |                                     | 0                                                     | 0                                                          |
|                              | <b>0</b>                                   | <b>0</b>                            | <b>0</b>                                              | <b>0</b>                                                   |
| OTHER EXPENSES               |                                            |                                     |                                                       |                                                            |
| Purchase of Badges & Uniform | 903                                        | 0                                   | 903                                                   | 1097                                                       |
| Group Supplies               | 1408                                       | 0                                   | 1408                                                  | 2333                                                       |
| Misc                         | 307                                        | 0                                   | 307                                                   | 59                                                         |
|                              | <b>2618</b>                                | <b>0</b>                            | <b>2618</b>                                           | <b>3489</b>                                                |
| <b>TOTAL PAYMENTS</b>        | <b>15754</b>                               | <b>3000</b>                         | <b>18754</b>                                          | <b>18856</b>                                               |

# 5TH AMPHILL & WOBURN (THRIFTVALE) SCOUT GROUP

## Assets & Liabilities for the year ended 31st December 2023

|                                                                 | This Year<br>Unrestricted<br>& Total Fund<br>31.12.23<br>£ | Last Year<br>Unrestricted<br>& Total Fund<br>31.12.22<br>£ |
|-----------------------------------------------------------------|------------------------------------------------------------|------------------------------------------------------------|
| MONETARY ASSETS                                                 |                                                            |                                                            |
| Bank Current Accounts                                           | 56950                                                      | 29131                                                      |
| Bank Deposit Account                                            | 0                                                          | 10013                                                      |
| Scout Association short term investment service                 | 0                                                          | 0                                                          |
| cash/cheques in hand                                            | 0                                                          | 0                                                          |
|                                                                 | <u>56950</u>                                               | <u>39144</u>                                               |
| OTHER MONETARY ASSETS                                           |                                                            |                                                            |
| Tax claimed for year ending                                     | 0                                                          | 0                                                          |
| Debts due from Group/District                                   | 0                                                          | 0                                                          |
|                                                                 | <u>0</u>                                                   | <u>0</u>                                                   |
| INVESTMENT ASSETS                                               |                                                            |                                                            |
| Government Stocks at market value                               | 0                                                          | 0                                                          |
| Other quoted securities at market value                         | 0                                                          | 0                                                          |
| Other investments                                               | 0                                                          | 0                                                          |
| Property held for investment purposes                           | 0                                                          | 0                                                          |
|                                                                 | <u>0</u>                                                   | <u>0</u>                                                   |
| TOTAL ASSETS                                                    | <u>56950</u>                                               | <u>39144</u>                                               |
| LIABILITIES those due within one year                           |                                                            |                                                            |
| Accounts not yet paid                                           |                                                            |                                                            |
| Expenses incurred not yet invoiced                              | 0                                                          | 0                                                          |
| Subscriptions not yet paid                                      | 0                                                          | 0                                                          |
| Debts owed to Group/Dist                                        | 0                                                          | 147                                                        |
|                                                                 | <u>0</u>                                                   | <u>147</u>                                                 |
| LIABILITIES Those payable after one year                        |                                                            |                                                            |
| Loan (with details)                                             | 0                                                          | 0                                                          |
| Hire Purchase owing                                             | 0                                                          | 0                                                          |
| Leasing payments outstanding                                    | 0                                                          | 0                                                          |
| Other long term liabilities                                     | 0                                                          | 0                                                          |
|                                                                 | <u>0</u>                                                   | <u>0</u>                                                   |
| TOTAL LIABILITIES                                               | <u>0</u>                                                   | <u>147</u>                                                 |
| TOTAL ASSETS LESS LIABILITIES                                   | <u>56950</u>                                               | <u>38997</u>                                               |
| CONTINGENT LIABILITIES AND FUTURE OBLIGATIONS                   | NONE                                                       | NONE                                                       |
| NON MONETARY ASSETS Assets for Charity's own use                |                                                            |                                                            |
| Badge Secretary's stock                                         | 0                                                          | 0                                                          |
| Land buildings:use of land & buildings at Milton Bryan Campsite | 0                                                          | 0                                                          |
| Motor Vehicles Tractor used on campsite only                    | 0                                                          | 0                                                          |
| Scouting equipment, furniture etc....                           | 0                                                          | 0                                                          |
|                                                                 | <u>0</u>                                                   | <u>0</u>                                                   |

**Independent Examiner's Report to the Trustees of 5th Ampthill and Woburn  
(Thriftvale) Scout Group  
for the year ended 31st December 2023**

I report to the trustees on my examination of the accounts of 5th Ampthill and Woburn (Thriftvale) Scout Group

**Responsibilities and basis of report**

As the charity 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').

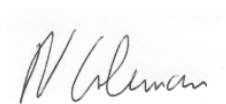
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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:

Date 6<sup>th</sup> July 2024

Natalie Coleman FCCA  
Chartered Certified Accountant  
24 Dew Pond Road,  
Flitwick, Beds