

Trustees' Annual Report

For the period

From (start date)

0 1 0 5 2 2

to end date

3 0 0 4 2 3

Section A

Reference and administration details

Charity name

1st Winnersh Scout Group

Other names the charity is known by

Registered charity number (if any)

2 7 0 7 8 1

HQ registration number

1 0 0 1 4 9 5 2

Charity's principal address

Dinton Activity Centre

Sandford Lane

Hurst

Postcode

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Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Scott Murdoch	Group Scout Leader	
2	Neil Reynolds	Group Chair	
3	James Austen	Group Treasurer	
4	Daniel Robinson	Scout Leader	
5	Niki Brakspear	Cub Scout Leader	
6	Andrew Shave	Cub Scout Leader	
7	Nadine Chapman-Shave	Beaver Scout Leader	
8	Graham Frewin	Elected Member	
9	Suzanne Hedley-Bosworth	Elected Member	14/07/2022 - 30/04/2023
10	Dimeji Alli	Elected Member	
11	Michelle Brill	Elected Member	01/02/2023 - 30/04/2023
12	Phillip Tomlinson	Elected Member	13/12/2022 - 30/04/2023
13	Roger Brookbank	Assistant Scout Leader	

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

Type of advisor	Name	Address

Section B

Structure, governance and management

Description of the charity's trusts

1 LT700001 (1st February 2017)

Type of governing document (e.g. trust deed, constitution)	The Group's governing documents are those of the The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.
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	<p>The Committee consists of 2 independent representatives, Chair and Treasurer, the Group Scout Leader, individual section leaders (if opted to take on the responsibility) and parent's representation. The Executive Committee meets every 2 months.</p> <p>Members of the Executive Committee complete '<i>Essential Information for Executive Committee</i>' training within the first 5 months of joining the committee.</p> <p>This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:</p> <ul style="list-style-type: none"> The maintenance of Group property; The raising of funds and the administration of Group finance; The insurance of persons, property and equipment; Group public occasions; Assisting in the recruitment of leaders and other adult support; Appointing any sub committees that may be required; Appointing Group Administrators and Advisors other than those who are elected.

Section B

Structure, governance and management (continued)

Risk and Internal Control (Specimen 1)

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. 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 Committee could raise the value of subscriptions to increase the income to the group on an ongoing basis, either temporarily or permanently.

Reduction or loss of leaders. The group is totally reliant upon volunteers to run and administer the activities of the group. If there was a reduction in the number of leaders to an unacceptable level in a particular section or the group as a whole then there would have to be a contraction, consolidation or closure of a section. In 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 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 Control (Specimen 2)

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	<p>Reserves Policy</p> <p>The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The Group Executive Committee considers that the group should hold a sum equivalent to 12 months running costs, circa £8,000.</p> <p>The Group held reserves of approximately £8,000 against this at year end. This is in line with the level required for operating expenses.</p>
Quantify and explain any designations	
Details of any funds materially in deficit (circumstances plus steps to eliminate)	
Further financial review details (optional information)	
<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> the charity's principal sources of funds (including any fundraising); how expenditure has supported the key objectives of the charity; investment policy and objectives 	<p>Investment Policy (Specimen 1)</p> <p>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 Scout Association's Short Term Investment Service.</p> <p>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.</p> <p>Investment Policy (Specimen 2)</p>

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

Section F

Other Optional Information

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

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Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

James Austen	Suzanne Hedley-Bosworth
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Position (eg Secretary, Chair)

Treasurer	Elected Member
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Date

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1st Winnersh Scout Group
Receipts and Payments Account

	Year start date		Year end date
For the Year from	1st May 2022	TO	30th April 2023

Receipts and Payments		
	FY 22/23 Unrestricted Funds £	FY 21/22 Unrestricted Funds £
Receipts		
Donations, legacies and similar income		
Membership subscriptions and annual fees	£17,784.94	£14,611.61
Less: Membership subscriptions paid on to District	(£7,371.00)	(£5,908.50)
Net membership subscriptions retained	£10,413.94	£8,703.11
Donations and Gift Aid (1)	£4,907.76	£4,060.28
Bank compensation (2)	£72.00	
Total Subscriptions and Other Contributions	£15,393.70	£12,763.39
Camps	£16,915.06	£6,306.45
Other Activities (eg AGM water activity)	£991.60	
Receipts for Other Activities	£17,906.66	£6,306.45
Fundraising Receipts		
Fundraising Receipts		
Wokingham Fun Day BBQ	£2,342.60	
Winnersh Fete BBQ	£1,836.92	£1,929.28
Wokingham Car Show	£2,303.94	
Tesco Bag Pack	£1,021.20	
Amazon Smile	£50.13	
Much Loved (3)	£257.35	
Commission from District Scout Shop Sales	£0.00	£86.03
Total Fundraising	£7,812.14	£2,015.31
Other Income		
Total Other Income	£0.00	£0.00
Total Income	£41,112.50	£21,085.15
Asset and investment sales, etc. (4)	£178.46	
Total Receipts	£41,290.96	£21,085.15

Notes

- 1 Gift aid £4,778.41 claimed for 2021 & 2022
- 2 Lloyds compensation paid for excessive delay in adding new account signatory
- 3 Donations in memory of Christopher (Doc) Wootton
- 4 Proceeds of horse box sale

1st Winnersh Scout Group
Receipts and Payments Account

	Year start date		Year end date
For the Year from	1st May 2022	TO	30th April 2023

Receipts and Payments		
	FY 22/23 Unrestricted Funds £	FY 21/22 Unrestricted Funds £
Payments		
Charitable Payments		
Activities	(£1,741.09)	(£978.26)
Badges	(£1,157.67)	(£1,048.68)
Group contributions for extraordinary camps (1)	(£463.51)	
Online Scout Manager Fees	(£131.00)	(£131.00)
Online Scout Manager Transaction Fees	(£220.27)	(£103.18)
Remembrance Day Wreaths		
Youth Programme and Activities Expenditure	(£3,713.54)	(£2,261.12)
New Equipment (2)	(£2,516.06)	(£663.51)
Equipment repair		
Hall Hire & Stores (3)	(£14,777.69)	(£7,290.00)
Insurance	(£649.71)	(£513.77)
Other Costs (4)	(£150.00)	(£663.39)
Group Running Expenditure	(£18,093.46)	(£9,130.67)
Cost of Camps	(£15,209.55)	(£4,766.16)
Other Activities - eg AGM water activity (5)	(£721.49)	
Cost of Other Activities	(£15,931.04)	(£4,766.16)
Fundraising Expenditure		
Wokingham Fun Day BBQ	(£333.64)	
Winnersh Fete BBQ	(£945.44)	(£736.17)
Wokingham Car Show	(£676.77)	
Total Fundraising Expenditure	(£1,955.85)	(£736.17)
Other Expenditure		
Total Gross Expenditure	(£39,693.89)	(£16,894.12)
Asset and investment purchases, etc.		
Total Expenditure	(£39,693.89)	(£16,894.12)
Net of receipts/(payments)	£1,597.07	£4,191.03

Notes

- 1 Individual contributions to Jamboree and Alps camps for Shave, Grafham, Minter & Vass
- 2 Commercial grade BBQ for fundraising (£2,169.98), mini-freezer, refurbished laptops for IT activities, raquet sports net
- 3 Dinton room hire & first aid kit supplies
- 4 Uniform, auditor thanks, funeral flowers
- 5 2022 AGM room hire & activity

1st Winnersh Scout Group
Statement of assets and liabilities at the end of the year

	Year start date		Year end date
For the Year from	1st May 2022	TO	30th April 2023

Receipts and Payments		
	FY 22/23 Unrestricted Funds £	FY 21/22 Unrestricted Funds £
Cash funds		
Bank Current Account Closing Balance 30th April	£ 28,112.85	£26,263.19
Cash/Floats	£ 299.69	£552.28
Total Cash Funds	£ 28,412.54	£ 26,815.47
Net change 21/22 to 22/23	£ 1,597.07	£ 1,597.07
Non monetary assets for charity's own use		
Fixed Assets (Estimated Value > £500)		
Cinders Propane Gas BBQ Slimflog TG160	£ 2,170.00	
New Tents Spring 2020 x10	£ 908.00	£908.00
Container 2 May 2019	£ 1,000.00	£1,000.00
New Tents Summer 2018 (5 purple)	£ 1,750.00	£1,750.00
New Tents Summer 2017	£ 3,852.00	£3,852.00
New Trailer May15	£ 1,000.00	£1,000.00
New Tents (x5) August15	£ 1,000.00	£1,000.00
New BBQ Dec15	£ 1,000.00	£1,000.00
Niger Tent (x4)	£ 800.00	£800.00
Mess Tent	£ 500.00	£500.00
Marquee	£ 500.00	£500.00
2014/15 asset value		
Container	£ 1,000.00	£1,000.00
Sub Total	£ 15,480.00	£ 13,310.00
Liabilities		
Sub Total	£ -	£ -
Signature	Print name	
		Chair
		GSL

Independent Examiner's Report to the Trustees of:
1st Winnersh Scout Group

I report to the trustees on my examination of the 1st Winnersh Scout Group for the year ended 30th April 2023.

I have completed my examination. I confirm that I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: Mrs Penny Fox

Address: 63 Yorkshire Place, Warfield, Bracknell, Berkshire, RG42 3XF

Date: 09/02/2024
