

Trustees' Annual Report

For the period

From (start date)

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 to end date

3	1	1	2	2	3
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Section A

Reference and administration details

Charity name

1st Portishead Scout Group

Other names the charity is known by

n/a

Registered charity number (if any)

2	7	3	8	9	9
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HQ registration number

1	0	0	1	1	1	0	5
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Charity's principal address

The Scout Hut

Station Road

Portishead

Postcode

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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	Jill Thomas	Chair	
2	Jennifer Niblett	Secretary	
3	Joanne Fenton-Stretton	Treasurer	
4	Matthew Jaroszewicz	Group Scout Leader	
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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
Auditor	Dawn Bettney	Anthony Smith & Co. Nailsea, BS48 1AW
Acting Treasurer	Laura Jaroszewicz	2 The Russets, Portishead, BS20 7LP

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:

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

The Group 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.

The Trustee Board consists of the Chair, Treasurer and 2 Trustees (including 1 Ex Officio Trustees, and 1 co-opted Trustees) and meets every 6 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.

Risk and Internal Control

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 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 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.

Risk and Internal Control

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	<p>This has been successfully achieved through weekly meetings, outdoor activities and overnight camps and experiences.</p> <p>We have developed programs that embrace the scout values, drawing on the wide breadth of suggested activities that combine to make up the diverse challenge badges.</p> <p>This has benefited the young persons mental health whilst developing them personally and empowering them to make positive social interactions.</p>
Additional details of the objectives and activities (optional information but encouraged as best practice)	
<p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • contribution made by volunteers; • policy on investments. 	<p>We encourage each section to make use of £15 per young person activity grants to enrich the programs; as well as making available overnight grants.</p> <p>Volunteers have given their time and energy in many ways, including encouraging young people to challenge themselves.</p>
Public benefit statement	<p>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.</p>

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

2023 saw many achievements that enriched the lives of our young people.

* More than 40 Scouts plus adult volunteers embarked on a trip to the Kanderstag International Scout Centre in Switzerland. Preparations included fundraising, training and planning for a wide range of outdoor activities. The young people engaged with Scouts from across the world, broadening their horizons and making unforgettable memories.

* Airhop Sleepover gave the opportunity for some of our younger members to experience a night away from home. A sleepover at an indoor trampoline park was well received and successfully attended by 70 Beavers, Cubs and Scouts.

* A District organised Dragonslayer event enabled our young people to gather together with other Scout Groups from around the district with nature focused activities ran by Westonbirt Arboretum.

* Joining the local Remembrance Day Parade allowed young people to be part of a community event.

* The King's Coronation was celebrated in a variety of ways by sections, as well as a celebration badge for posterity.

Section E

Financial Review

Brief statement of the charity's policy on reserves

Any reserves are held for further investment in our young people's experiences and replacement/renewal of the equipment/infrastructure we hold for them.

Quantify and explain any designations

The Group held reserves of £31,474.55 at the end of the financial year, holding monies to cover minibus replacement, longer term hut maintenance, and saving for Kanderstag 2026.

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

n/a

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 principle source of funds is our monthly subscriptions (£20,595), in addition funds were sourced from parents for events (£3,675) and Kanderstag (£16,960). Other income includes hire of our minibus (£2,626), fundraising and interest from savings.

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

Expenditure includes maintenance of buildings, equipment and insurance to provide space for weekly meetings, resources for section programs and activities.

- investment policy and objectives;

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

Section F

Other Optional Information

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

In 2024 we would like to strengthen the volunteer base, to stabilise the provision of leaders, and to ensure the successful continuation of the group. We would like to establish a stronger Trustee Board along side a new Operations Team to reflect the new Scouting Structure encouraged within the Transformation Process lead by Scout HQ. Our hope is to also provide additional opportunities for nights away for our young people.

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)

Matthew Jaroszewicz

Jill Thomas

Position (eg Secretary, Chair)

Group Scout Leader

Chair

Date

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10-June-24

1st Portishead Scout Group
Profit and Loss Statement
For Year End 31 December 2023

	YE 31 Dec 23	YE 31 Dec 22	YE 31 Dec 21	YE 31 Dec 20	YE 31 Dec 19
Income					
Income Subscriptions Total	20,594.64	20,250.24	21,688.00	11,752.00	26,343.00
Income Events	3,675.04	1,093.95			
Income Kanderstag	16,959.75	7,475.81			
Income Minibus Total	2,262.00	3,724.00		2,411.00	2,039.00
Income Other Total	506.05	357.00	50.00	219.00	
Income Donation/Fundraising Total	737.85	722.00			4,586.00
Income Interest	232.67				
Income Covid Grants	-	2,667.00	16,097.00	15,334.00	
Income Gift Aid	-	-	-	-	6,095.00
Total Income	44,968.00	36,290.00	37,835.00	29,716.00	39,063.00
Expenses					
Exp - Capitation Total	- 8,601.00	- 9,000.00	- 8,289.00	- 8,798.00	- 9,204.00
Exp - Insurance Total	- 2,402.48	- 2,368.00	- 2,300.00	- 2,206.00	- 2,144.00
Exp - Activity Grants Total	- 3,347.25	- 3,996.00	- 1,826.00	- 640.00	- 3,231.00
Exp - Cleaning/Gardening/Maintenance Total	- 4,641.70	- 3,768.54	- 751.81	- 1,816.94	- 4,298.52
Exp - Kanderstag Total	- 34,938.05	- 339.00			- 5,700.00
Exp - Minibus Total	- 2,800.69	- 2,598.00	- 1,837.00	- 1,509.00	- 3,303.00
Exp - Other Total	- 1,732.73	- 2,544.00	- 1,232.00	- 642.00	- 4,443.00
Exp - Section Allowance Total	- 1,824.00	- 2,232.00	- 2,664.00	- 2,832.00	- 2,892.00
Exp - Trips Total	- 4,270.75	- 3,186.00	- 459.00	- 1,296.00	- 2,756.00
Exp - Utilities Total	- 718.99	- 208.46	- 772.19	- 816.06	- 218.48
Exp - Workshop	-	-	- 8,518.00		
Total Expenses	- 65,277.64	- 30,240.00	- 28,649.00	- 20,556.00	- 38,190.00
Net Profit/(Loss)	- 20,309.64	6,050.00	9,186.00	9,160.00	873.00

1st Portishead Scout Group
Balance Sheet/Retained Earnings
For Year End 31 December 2023

Asset - Cash at Bank	
Bank Balance 1st Jan	51,784.19
Movement (P&L)	- 20,309.64
Bank Balance 31st Dec - Retained Earnings	31,474.55
Check to Zero -	0.00

AUDIT REPORT

1st Portishead Scout Group

The Hut, Station Rd

Portished, North Somerset, BS20 7DB

For the period 1 January 2023 to 31 December 2023

AUDITOR'S OPINION STATEMENT

I have examined the statement of income and changes in fund balances for the period 1 January 2023 to 31 December 2023. This was made in accordance with generally accepted auditing standards and included such tests of accounting records and other audit procedures as I considered necessary in the circumstances for a fund operating on a charity cash basis.

In my opinion the accompanying financial statements present fairly the financial position of the 1st Portishead Scout Group as of 31 December 2023 and its revenues collected and expenses paid for the period then ended.

Signature of Auditor



13/5/24

Name of Auditor: Dawn S Bettney FCA