



Annual General Meeting Agenda

Thursday 11 May 2023

- 1. Welcome & Apologies**
- 2. Approval of 2022 AGM Minutes**
- 3. Group Chairman's Report**
- 4. Group Scout Leader's Report**
- 5. Hunters Explorer Scout Unit Leader's Report**
- 6. Group Treasurer's Report & Approval of 2022 Accounts**
- 7. Group Scout Leader's nomination of Group Chairman**
- 8. Governance Matters**
 - a. That the 13th Itchen North Scout Group re-adopt the Constitution for a Group Scout Council and Board of Trustees as detailed in Rule 5 of The Scout's 'Policy, Organisation and Rules'.
 - b. To agree the maximum number of Elected Members on the Board of Trustees be set at six.
 - c. To agree a quorum of four members for all meetings of the Board of Trustees.
 - d. To thank Louise Nash for serving as Auditor for the 2022 accounts and to appoint Louise as Auditor for the 2023 accounts.
- 9. Election of Ex-Officio Members of the Group's Board of Trustees**
 - a. **Group Treasurer** – Nominations Received: Louise Smith
 - b. **Group Secretary** – Nominations Received: Nil
- 10. Appointment & Election of Members to the Group's Board of Trustees**
 - a. **To elect members to the Board of Trustees** – Nominations Received:
 - i. Clive Gould
 - ii. Robert George
 - iii. Rhian Huckle
 - b. **Nominated Members** – Nominations Received: Nil
- 11. Presentations**
- 12. District Representative**

13th Itchen North Scout Group
Group Scout Leader: Sarah Kinloch
Group Chairman: Adam Mori
Registered Charity Number 275337



13th Itchen North Scout Group Annual General Meeting Minutes

Wednesday 29 June 2022

1. Welcome & Apologies

In Attendance: Sarah Kinloch (Group Scout Leader), Adam Mori (Group Chairman), Clive Gould (Scout Leader & Group Executive Member), Andy Johnson (Hunters Explorer Scout Leader), Chris Bone (Hunters Assistant Explorer Scout Leader), Doug Miller (District Commissioner), Mel Portelli (ADC Beavers), Malcolm Thornton (District Chair), Chris Webster (Assistant Cub Scout Leader), Kathy Moore (District Training Advisor)

Parent's & Family: Jane Corfe, Wendy Haley & Rhian Huckle

Apologies: Lou Smith (Group Treasurer), Ross Blair (Assistant Scout Leader) & Gemma Bone (Beaver Scout Leader)

The Group Chairman welcomed everyone and thanked them for attending.

2. Approval of 2021 AGM Minutes

The minutes of the 2021 AGM were agreed as an accurate record. Proposed by Andy and seconded by Doug.

3. Group Chairman's Report

In addition to the circulated report, Adam reiterated his thanks to Sarah and all the Leaders at the Group, alongside the members of the committee. Adam went on to encourage everyone to help find further adult support for the Group.

4. Group Scout Leader's Report

Sarah summarised her report and thanked everyone for their support.

5. Hunters Explorer Scout Unit Leader's Report

Andy thanked the 13th Itchen North for their support, and for the quality of the young people moving onto Explorers.

6. Group Treasurer's Report & Approval of 2021 Accounts

Lou's report was noted, and the 2021 accounts were approved, proposed by Clive, and seconded by Doug. Louise Nash was appointed as the auditor for the coming

13th Itchen North Scout Group
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year and thanked for her ongoing assistance with this.

7. Group Scout Leader's nomination of Group Chairman

At this point the Group's Executive Committee was stood down and the meeting passed to Sarah. Sarah nominated Adam for the role of Group Chairman which was approved by those present.

At this point it was proposed by Adam that the quorum for the Group's Executive Committee be set as three. In addition to the Ex-Officio members the number of elected members of the Executive Committee would be a maximum of six. The Group's Constitution permits the Group Scout Leader to nominate the same number of members as elected members and the committee can co-opt the same number as elected members. There are currently no co-opted members.

This was seconded by Doug and agreed by all present.

8. Election of Ex-Officio Members

- a. Group Treasurer** – The only nomination received was Louise Smith, who was proposed by Adam and seconded by Clive before being approved by all present.
- b. Group Secretary** – There were no nominations received.

9. Appointment & Election of Members to the Group Executive

- a. Elected Members** – Following nominations, the following individuals were proposed by Adam and seconded by Sarah, before being approved by all present.
 - i.** Clive Gould
 - ii.** Robert George
 - iii.** Rhian Huckle
- b. Nominated Members** – No nominations received.

10. District Representative

Doug presented Chris with his Wood Beads and congratulated him on the completion of his training.
Mel presented a Bronze Award.

At the close of the meeting Clive announced the winner of the badge design competition for the Group's 60th Anniversary. The design had been made into a badge for distribution around the Group and prizes were given to the runners up.



Group Chairman Report

Looking back on 2022 I am reminded of the fantastic and varied programmes and the numerous achievements of our young people. These have only taken place due to our leadership teams – thank you for all you do and congratulations to those who achieved wood beads or service awards in 2022!

I do not have the space acknowledge everyone individually, but on behalf of the Group I must express a mammoth thank you to Sarah, our Group Scout Leader. As GSL, Sarah has overall responsibility for the entire Group and the positive impact on the Group continues to be immeasurable. It is truly fantastic to see the Group come together under her leadership, and seeing the team genuinely enjoy their Scouting as a group of friends.

I would also like to thank all the members of our Board of Trustees, specifically our Treasurer, Louise Smith and our Quartermaster (amongst other roles!) Clive Gould for his time. These can both be challenging roles but ones which truly benefit the Group as a whole and so we are all incredibly appreciative of the support they both continue to provide to the 13th.

The Group's Board of Trustees ensures the 13th continues to thrive by supporting our fantastic leader volunteers with a focus on financial and safety issues.

As you know – everyone involved with the 13th is a volunteer, and it is only with parent help that we can continue to provide 'Skills for Life' to our members. We continue to seek new members for our leadership and support teams to enable this to continue...

So! If anyone would like to get involved, join in with the fun and have a say in where the Group goes next, please get in contact!

Adam Mori
Group Chairman
13th Itchen North



Group Scout Leader's Report

What a year it has been at 13th Itchen North Scout Group!

Fresh from REEF 2023, where all of the attendees showed great resilience through what was a very wet and muddy weekend, we look back at another year of fantastic Scouting in Hedge End.

As a GSL, it makes me very proud to see the section teams working together to provide the activities and programme for our young people. The Leader team has grown within the last year, and this has had a positive impact on the young people in our Group.

Beavers:

It has been another successful year for our two Beaver Colonies.

- We said goodbye to longstanding Blackfoot Leaders Karen and Paul over the summer, but Theresa and Juliette stepped in to run the Colony, and we soon welcomed Dan as an Assistant Beaver Leader.
- Gemma and James continue to run Arapaho, and both Colonies are going from strength to strength.
- We now have six Young Leaders within our Beaver Sections, four at Arapaho and two at Blackfoot. They have made a great impact and have started to develop their Leadership skills.
- Arapaho had their first camp, for many Beavers, this was their first night away in Scouting, or for some, their first night away ever!
- Blackfoot have welcomed lots of new Beavers, and have been learning what Scouting is all about.
- All Arapaho Beavers who have moved up to Cubs in the last year have gained their Bronze Award.
- Blackfoot have been developing their green fingers with the gardening badge, planting and growing things in cartons. They have also been very creative.
- Arapaho have had a chance to do SUP (stand up paddleboarding), fire lighting and campfires, plus they took part in a walk to Hamble lifeboat station and learned about the RNLI.
- Many Beavers from both Colonies joined us for REEF 2023 last weekend and had an amazing time doing activities despite the mud!

Cubs:

Our two Cub Packs have also been very busy this year.

- The Cheyenne Leadership team has completely changed this year, with Dom moving to Scouts and George taking over as Akela. We welcomed Max to the Group, and Ally made the move from Beavers.
- Comanche went climbing and abseiling at Foxlease in the New Forest, and many Cubs completed their Personal Challenge Awards.
- The sixers and seconders at Cheyenne have settled well into their roles and are supporting each other well.
- Members of both Packs (along with some Scouts) enjoyed a weekend at PGL on the Isle of Wight in February, and enjoyed activities such as fencing, abseiling, problem solving matrix, archery and the zip wire. (Leaders also got involved with that!)
- Comanche visited the Watercress Line and Botley fire station.
- Cheyenne had their own take on a popular TV show – ‘I’m a Cub Scout, I want to go home’, which involved taste trials!
- A particular highlight for Cheyenne was a visit from the Red Devils parachute team – the photos and reports were amazing!
- A record number of Cubs joined us for a fun, albeit wet and muddy REEF 2023.

Scouts:

The two Scout Troops continue to provide exciting opportunities for our older young people.

- The new Zulu leadership team have settled into their roles well, with Richard taking over as Scout Leader, supported by Rob, Iveta and Mike.
- Masai have been joined by Dom from Cheyenne, and Clive, Ross and Paul continue to make up a very successful team.
- Both troops enjoyed a joint camp at Copythorne in March – the first collaboration of many.
- Programme highlights for Zulu are stop motion videos, making hot air balloons, climbing and archery.
- The Masai programme has included a chip shop hike, emergency aid & CPR, tent pitching, celebrating Burns Night (with Haggis tasting), and Ready Steady Cook. (I cannot fail to notice that a lot of the Scout activities revolve around food...!)

At the 13th, we are now providing Scouting for over 130 young people, with Zulu in particular nearly doubling in size since September. This is due in no small part to the efforts of the Leader teams, and I would like to express my gratitude and thanks to them for all the time, effort, and enthusiasm they bring.

I would also like to thank our Board of Trustees (formerly known as the Committee), for giving up their time to help run the Group.

Lastly, many thanks to you as parents and supporters of the Group, for bringing your young people to all of the activities we run, for rolling up your sleeves and getting stuck in with tent erecting, tent striking, camp cooking, volunteering for parent help on section nights... the list is endless!

It's the people within the Group that make it what it is – a huge, successful team, and I am absolutely delighted to be part of it.

Sarah Kinloch
Group Scout Leader
13th Itchen North



Hunters ESU Report

Hunters ESU have enjoyed another active and successful year.

We enjoyed camps here at Cricket Camp in June 22, the national Theme Park Camp at Thorpe Park in September 22, District Explorer Challenge weekend camp at Pinsent in October 22, Winter Camp at Braggers Wood campsite near Christchurch in February 23.

We have also had one Explorer (Edward George) attend the Easter expedition to the Lake District with Hampshire Scout Expeditions.

We have enjoyed some fabulous day / night activities including New Forest Water Park in July 22, Bonfire Night with the Scouts at Lyons Copse in November.

In March we competed in the National Monopoly Run competition in London where our teams had to navigate around the real-life locations on the Monopoly board. Departing early at 0630 from Hedge End and arriving back around 2030, this was a tremendously fun, long and tiring day for all involved. Our two teams had a fantastic time and enjoyed their time in London.

We have 4 Explorers attending the 25th World Scout Jamboree in Korea this summer along with 2 of our leadership team (Ang Knight and myself).

We have 4 Explorers attending the Hampshire Scouting Expedition around Europe this summer along with Rob Felstead attending as a leader.

All of us (participants and leaders) have attended several weekend training camps in preparation for these expeditions, all learning new skills along the way.

Looking forward, we are excited about our camp at Pinsent and being involved with Group Camp both of which are in September.

Our membership continues to rise quickly from 27 Explorers at last AGM to 36 Explorers currently. We continue to be closed to enquiries from Scouts in other groups (outside of the 13th) and new to Scouting members and have closed off entries from Scouts until the young person has turned 14 years of age – this has successfully slowed down our unit growth to a more manageable level.

We remain committed to being able to continue to offer Scouts from the 13th Itchen North Scout Group a place at Hunters – should they choose us!

My thanks go to my fellow leaders of Chris Bone, Rob Felstead, Mike Bignell, Mike Veater and Angela Knight, and to the Hunters Explorers without whom none of the above would have been possible.

Andy Johnson
Explorer Scout Leader
Hunters Explorer Scout Unit

13th Itchen North Scout Group Balance Sheet

| | Income | Expenditure |
|--|-----------------|--|
| Opening Bank Balances as at 01 January 2022 | | |
| Lloyds Current Account | 8443.34 | |
| CCLA Deposit Fund | 148.81 | 8592.15 |
| Subscriptions | 17451.47 | |
| Membership | | 6050.10 |
| Activities | 834.25 | 3762.72 |
| Cricket Camp Account | | 300.00 40.00 balance |
| Camps | 9793.77 | 8565.36 |
| Expenses | | |
| Donations/Grants | 5405.00 | 2100.00 |
| Equipment | | 2548.24 |
| P/cash | 220.80 | |
| Rent | | 3123.90 |
| | | 0.87 paid into CCLA account |
| | | 0.57 Paid from CCLA into Nominated bank a/c Lloyds |
| Bank Interest from CCLA | 1.44 | |
| Badges | 239.23 | 2197.39 |
| Insurance | | 661.79 |
| Group Clothing/Expenses | 500.80 | 552.55 |
| Closing Bank Balances as at 31.12.2022 | | |
| Lloyds Current Account | 13027.18 | |
| CCLA Deposit Fund | 149.68 | 13176.86 |
| | <u>43038.91</u> | <u>43038.91</u> |

Accounts Prepared by L.Smith, Treasurer

Date: 28/02/2023

L.Smith

Scrutineer's Report to the Trustees of the Itchen North Group Scout Council

I report on the accounts of the 13th Itchen North Scout Group for the year ended 31st December 2022.

Respective responsibilities of Trustees and Scrutineer

As the Group's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

Basis of Scrutineer's Statement

In accordance with the directions given in the Group's constitution, I have scrutinised the records and the accounts set out on pages to

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Name: LOUISE NASH

Address: 175 WALKER GARDENS

HEDGE END

SOUTHAMPTON

HAMPSHIRE SO30 2AJ

Date: 28th APRIL 2023

Signature: 

LIST OF MAJOR ASSETS

LIST OF GROUP TRUSTEES

Louise Smith

Adam Mori

Sarah Kinloch

Clive Gould

Robert George

Rhian Huckle

13th Itchen North Scout Group

Balance Sheet

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| | | <u>43038.91</u> |

Accounts Prepared by L.Smith, Treasurer
Date:

Expenditure

6050.10
3762.72
300.00
8565.36

2100.00
2548.24

3123.90

2197.39
661.79
552.55

13176.86

43038.91

40.00 balance

Received 3000 from Gangshow as no longer attached to the group

0.87 Paid into CCLA

0.57 Paid from CCLA into nominated bank Lloyds

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Address: 175 WALKER GARDENS

HEDGE END

SOUTHAMPTON

HAMPSHIRE SO30 2AJ

Date: 28TH APRIL 2023

Signature: 

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LIST OF GROUP TRUSTEES

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Adam Mori
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Clive Gould
Robert George
Rhian Huckle

13th Itchen North Scout Group Balance Sheet

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Accounts Prepared by L.Smith, Treasurer

Date: 28/02/2023

L.Smith

LLOYDS BANK



J31CCV0238MMCA0000131443001002 403 A 000

13TH ITCHEN NORTH SCOUT GROUP
22 PRETORIA ROAD
HEDGE END
SOUTHAMPTON
HAMPSHIRE
SO30 0BS



Your account statement

Issue date: 30 December 2022

Write to us at: PO Box 1000, Andover, BX1 1LT

Call us on: 0345 072 5555 (from UK)
+44 1733 347338 (from Overseas)

Visit us online: www.lloydsbank.com

Your branch: TOTTEN SOUTHAMPTON

Sort code: 30-98-73 Account number: 48269860

BIC: LOYDGB21419

IBAN: GB88 LOYD 3098 7348 2698 60

TREASURERS ACCOUNT

13TH ITCHEN NORTH SCOUT GROUP

Account summary

| | |
|-------------------------------|-------------------|
| Balance On 01 Dec 2022 | £10,200.92 |
| Total Paid In | £3,385.30 |
| Total Paid Out | £559.04 |
| Balance On 29 Dec 2022 | £13,027.18 |

Account activity

| Date | Payment Type | Details | Paid In (£) | Paid Out (£) | Balance (£) |
|------------------|--------------|--|-------------|--------------|------------------|
| 01 Dec 22 | | STATEMENT OPENING BALANCE | | | 10,200.92 |
| 02 Dec 22 | FPI | GC C1 13THITCHEN-KTA2ZZX 61134716780580000R 162224 10 02DEC22 13:47 | 11.48✓ | | 10,212.40 |
| 05 Dec 22 | FPI | IVETA BURIAN DOM,ALEXBURIANZULU 221204230427909584 309024 30 05DEC22 00:28 | 24.00✓ | | 10,236.40 |
| 05 Dec 22 | FPI | GC C1 13THITCHEN-PZGQDKQ 32152650028533000R 162224 10 05DEC22 15:26 | 90.77✓ | | 10,327.17 |
| 06 Dec 22 | BGC | COIF CHAR DEPOSIT 034050001C | 0.32✓ | | 10,327.49 |
| 06 Dec 22 | FPI | GC C1 13THITCHEN-FMWJY7B 11132633971206000R 162224 10 06DEC22 13:26 | 67.81✓ | | 10,395.30 |
| 07 Dec 22 | FPI | GC C1 13THITCHEN-MB356G6 53124114105654000R 162224 10 07DEC22 12:41 | 237.87✓ | | 10,633.17 |
| 07 Dec 22 | FPI | SKELTON NICOLA PGL23 ASA SKELTON FP22341017101238 070246 10 07DEC22 15:46 | 70.00✓ | | 10,703.17 |
| 07 Dec 22 | FPI | SKELTON NICOLA PGL23 ASA SKELTON FP22341017356899 070246 10 07DEC22 18:08 | 70.00✓ | | 10,773.17 |
| 08 Dec 22 | FPI | GC C1 13THITCHEN-KQRBK5 27133155380507000R 162224 10 08DEC22 13:31 | 204.50✓ | | 10,977.67 |
| 12 Dec 22 | FPO | THERESA BOOTH 600000001046791478 B/FOOT COMANCHE EX 071660 10 12DEC22 11:14 | | 120.85✓ | 10,856.82 |
| 12 Dec 22 | FPO | LAUREN DEANS 600000001046791643 CLIMBING REFUND 309317 10 12DEC22 11:14 | | 7.00✓ | 10,849.82 |
| 12 Dec 22 | FPO | K SUNDERLAND 300000001050371530 CLIMBING REFUND 602045 10 12DEC22 11:14 | | 7.00✓ | 10,842.82 |
| 12 Dec 22 | FPO | IVETA BURIAN 600000001046791945 ZULU EXPENSES 309024 10 12DEC22 11:14 | | 30.40✓ | 10,812.42 |
| 12 Dec 22 | FPO | 2ND NFN STANLEYS O 300000001050371868 13TH ITCHEN INV 1 090154 10 12DEC22 11:15 | | 72.00✓ | 10,740.42 |
| 12 Dec 22 | FPI | GC C1 13THITCHEN-Z54566N 43134823079550000R 162224 10 12DEC22 13:48 | 305.68✓ | | 11,046.10 |

Your Account activity is continued overleaf



| Date | Payment Type | Details | Paid In (£) | Paid Out (£) | Balance (£) |
|-----------|--------------|--|-----------------|---------------|------------------|
| 13 Dec 22 | FPI | SIMPSON LC JIM SIMPSON LEGACY RP4679969515507000 206940 10 13DEC22 09:54 | 500.00 | | 11,546.10 |
| 13 Dec 22 | FPI | GCC1 13THITCHEN-HH8HB3W 32132015563253000R 162224 10 13DEC22 13:20 | 1,136.52 | | 12,682.62 |
| 14 Dec 22 | FPI | GCC1 13THITCHEN-K28BE9V 01131621051353000R 162224 10 14DEC22 13:16 | 34.44 | | 12,717.06 |
| 15 Dec 22 | FPI | GCC1 13THITCHEN-R8NABGT 54124840607167000R 162224 10 15DEC22 12:48 | 22.96 | | 12,740.02 |
| 16 Dec 22 | FPI | GCC1 13THITCHEN-BNBW3R9 56133831463310000R 162224 10 16DEC22 13:38 | 68.88 | | 12,808.90 |
| 19 Dec 22 | FPI | GCC1 13THITCHEN-N54BKHC 02130744859287000R 162224 10 19DEC22 13:07 | 90.77 | | 12,899.67 |
| 20 Dec 22 | FPO | CLIVE GOULD 400000001056077439 MASAI EXPENSES 309294 10 20DEC22 09:51 | | 37.24 | 12,862.43 |
| 20 Dec 22 | FPO | DOMINIC CUNLIFFE 600000001051025520 CHEYENNE EXPS 560049 10 20DEC22 09:51 | | 81.39 | 12,781.04 |
| 20 Dec 22 | FPO | HAMPSHIRE AND IOW 600000001051025683 INV 10774 608301 10 20DEC22 09:51 | | 52.00 | 12,729.04 |
| 20 Dec 22 | FPO | JAMES KNOWLER 500000001051279998 ARAPAHO EXPENSES 040004 10 20DEC22 09:52 | | 129.73 | 12,599.31 |
| 20 Dec 22 | FPO | RHIAN HUCKLE 600000001051026073 ZULU EXPENSES 110854 10 20DEC22 09:52 | | 21.43 | 12,577.88 |
| 20 Dec 22 | DEP | 500025 | 220.80 | | 12,798.68 |
| 21 Dec 22 | FPI | GCC1 13THITCHEN-PXG5ZWV 54122831623561000R 162224 10 21DEC22 12:28 | 67.81 | | 12,866.49 |
| 22 Dec 22 | FPI | GCC1 13THITCHEN-S8TF96V 30121500873486000R 162224 10 22DEC22 12:15 | 79.29 | | 12,945.78 |
| 28 Dec 22 | FPI | HAMBIDGE DL GEORGE HAMBIDGE 717600923071722101 404762 10 27DEC22 17:03 | 24.00 | | 12,969.78 |
| 28 Dec 22 | FPI | GCC1 13THITCHEN-BNM9KEQ 56121934972416000R 162224 10 28DEC22 12:19 | 22.96 | | 12,992.74 |
| 29 Dec 22 | FPI | GCC1 13THITCHEN-EQTKRZP 10131713570055000R 162224 10 29DEC22 13:17 | 34.44 | | 13,027.18 |
| 29 Dec 22 | | STATEMENT CLOSING BALANCE | 3,385.30 | 559.04 | 13,027.18 |

The "Details" column in your statement shows the date that a Debit Card payment went into or came out of your account only if that happened on a weekend or a Bank Holiday.

Payment types:

FPI - Faster Payment

BGC - Bank Giro Credit

FPO - Faster Payment

DEP - Deposit

COIF Charities Deposit Fund

Statement of Balances

Mrs L M Smith
 22 Pretoria Road
 Hedge End
 SOUTHAMPTON
 SO30 0BS

31 December 2022

Client Name: 13TH ITCHEN NORTH SCOUT GROUP

Client Number: 03405

| Statement of balances held on 31 December 2022 | | |
|--|-------------------|-----------|
| Account Number | Account Sub-Title | Balance £ |
| 034050001C | | 149.68 |
| | Total | 149.68 |

Reports and Accounts, yearly and half yearly are available free of charge on our website www.ccla.co.uk. If you require a copy, please contact Client Services team on the number below.

Please ensure all correspondence, including transactions, are sent to us at the below address, **and not** Senator House, 85 Queen Victoria Street. Blank forms can be downloaded from our website www.ccla.co.uk/client-resources.

Registered address: CCLA Investment Management Limited, One Angel Lane, London, EC4R 3AB. Freephone: 0800 022 3505 please note that telephone lines are recorded.

CCLA Fund Managers Limited (Registered in England No. 8735639) is authorised and regulated by the Financial Conduct Authority (FCA) under the Financial Services and Markets Act 2000 (FSMA) and is the manager of the COIF Charities Deposit Fund (Registered Charity No. 1046249). Deposits taken by the COIF Charities Deposit Fund are exempted from the FSMA by the Financial Services and Markets Act (Exemption) Order 2001.

Please be advised the COIF Charities Deposit Fund report and accounts will be produced in line with FCA requirements, full year accounts will be available within four months after the year end.

Before making any additional investments into CCLA funds, please ensure that you read the most recent version of the relevant fund's Key Information Document (KID). The KID can help investors understand the nature, risks, costs, potential gains and losses of the fund, and compare the fund with other products. The KID for each of our funds is available in the Investments section of our website, www.ccla.co.uk, or can be requested free of charge by contacting our Client Services team at client.services@ccla.co.uk.