

Trustees' Annual Report

For the period

From (start date)

0 6 0 4 2 2

to end date

0 5 0 4 2 3

Section A

Reference and administration details

Charity name

High Littleton Scout Group

Other names the charity is known by

Registered charity number (if any)

2 8 0 2 9 6

HQ registration number

3 7 8 7 3

Charity's principal address

High Littleton Scout Hall

High Street

High Littleton

BRISTOL

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	Michael Walker	Chair	
2	Jane Bale	Secretary	
3	Brenda Selwyn	Treasurer	
4	Simon Walker	Group Scout Leader	
5	Karen Aniola	Elected Member	
6	Trudy Beechener	Elected Member	
7	Carol Holmes	Elected Member	
8	William Holmes	Co-Opted Member	
9	Sarah Hamblin	Elected Member	
10	Patricia Horwood	Beaver Leader	
11	Angela Wiles	Cub Leader	
12	Rosalind Watts	Cub Leader	
13	John Vailes	President	
14	James Swallow	Co-Opted Member	
15			

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

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

Type of advisor	Name	Address

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. The Group has its own Constitution, which is reviewed annually.

How the charity is constituted

(e.g. trust, association, company)

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

Trustee selection methods

(e.g. appointed by, elected by)

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

Additional governance issues (optional information but encouraged as best practice)

You may choose to include additional information, where relevant, about:

The Group is managed by the Group Executive Committee, the members of which are the Charity Trustees of the Scout Group which is an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

Policies and procedures adopted for:

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

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

Members of the Executive Committee complete '*Essential Information for Executive Committee*' training within the first 5 months of joining the committee.

This Group Executive Committee exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:

The maintenance of Group property;
The raising of funds and the administration of Group finance;
The insurance of persons, property and equipment;
Group public occasions;
Assisting in the recruitment of leaders and other adult support;
Appointing any sub committees that may be required;
Appointing Group Administrators and Advisors other than those who are elected.

Risk and Internal Control

The Group Executive Committee has identified the major risks to which they believe the Group is exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are:

Damage to the building, property and equipment. The Group would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups. Similar reciprocal arrangements exist with these organisations. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss. Insurance to cover injury to leaders, helpers, supporters and members is covered by the Scout Association's National Accident Insurance Policy. The Group through the capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.

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.

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
<p>Summary of the objects of the charity set out in its governing document</p>	<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>
<p>Summary of the main activities in relation to these objects</p>	<p>Indoor and outdoor activities including: Hiking, camping, map reading, pioneering, badge work, craft activities, backwoods cooking, team building challenges.</p>
<p>Additional details of the objectives and activities (optional information but encouraged as best practice)</p> <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>Public benefit statement</p>	<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

The Scout Group opened a new Beaver colony which has increased our membership numbers. Fundraising has continued for the Group and also for necessary works on the Scout Hall.

Following the closure of High Littleton Pre-School the Scout Hall is being made more available to a wide range of local community groups.

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. To cover the worst case scenario of the Group having to close, the Group Executive Committee considers that the group should hold a sum at least equivalent to 24 months running costs for the Scout Hall, circa £20,000. Annual sums are £7,500 loan repayments until September 2026 and £2,500 building insurance.

The Group held reserves of approximately £38,269 against this at year end. This is above the level required for operating expenses. However, this can be explained by the high maintenance required for the Scout Hall which continues to be invested in.

Quantify and explain any designations

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

Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:

- the charity's principal sources of funds (including any fundraising);

Fundraising for the Group is from the members subscriptions and several fundraising activities during the year (e.g. jumble sales) and rental income from letting the Scout Hall to local groups

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

Our expenditure has helped with maintenance of the building, provided Leaders uniforms, badges and neckers for the Young People to enable us to ensure our programmes cover all the areas of the Scout Values. Leaders carry out a programme checker to ensure that this is the case.

- investment policy and objectives;

Investment Policy

The Group's income and expenditure is very small and as a consequence does not have sufficient funds to invest in longer-term investments such as stocks and shares. The Group has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

Section F

Other Optional Information

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

Continued operation of the Scout Group and the maintenance of the Scout Hall e.g new windows, upgrade to fire alarm system.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Bm Selwyn *Simon Walker*

Full name(s)

Brenda Margaret Selwyn

Simon Nicholas Walker

Position (eg Secretary, Chair)

Treasurer

Group Scout Leader

Date

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Independent examiner's report to the trustees of High Littleton Scout Group Council

I report to the trustees on my examination of the accounts of the High Littleton Scout Group for the year ended 5 April 2023.

Responsibilities and basis of report

As the charity trustees of the High Littleton Scout Group 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 High Littleton Scout Group 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.

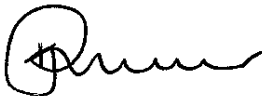
Independent examiner's statement

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 High Littleton Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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: KIRSTY PLUMMER M.A.A.T

Relevant professional qualification or membership of professional bodies (if any):

THE ASSOCIATION OF ACCOUNTING TECHNICIANS
Address: 31 KINGSLEY ROAD, WESTFIELD, RADSTOCK
BA3 3YU

Date: 28/06/2023

High Littleton Scout Group (280296)

Receipts and Payments Account

Year start date

Year end date

For the year from	06/04/22	To	05/04/23
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Receipts and payments

	2022/23			2021/22
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £
Receipts				
Donations, legacies and similar income				
Membership subscriptions	10,386	-	-	9,144
Camp and activity fees	7,240	-	-	3,576
Donations	2,410	-	-	2,081
Gift Aid	2,525	-	-	1,296
Lloyds Bank Foundation	1,000	-	-	-
Sub total	23,562	-	-	16,098
Grants				
High Littleton Parish Council	-	10,000	-	-
Other grants	-	-	-	6,250
Sub total	-	10,000	-	6,250
Fundraising events (gross)				
Sponsored cycle ride	4,681	-	-	-
Jumble Sales	2,390	-	-	993
Village Day	1,069	-	-	-
Other fundraising activities	288	-	-	-
Sub total	8,428	-	-	993
Scout hut income				
Hire of building	8,498	-	-	4,719
Hire of equipment	-	-	-	-
Other Scout hut income	1	-	-	-
Sub total	8,499	-	-	4,719
Investment income and Loans				
Bank interest	185	-	-	97
Building Society interest	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-
Loans (Wansdyke and Avon Scouts)	-	-	-	50,000
Sub total	185	-	-	50,097
Total Gross Income	40,674	10,000	-	78,157
Asset and investment sales, etc.	-	-	-	-
Total receipts	40,674	10,000	-	78,157

High Littleton Scout Group (280296)

Receipts and Payments Account

Year start date		Year end date	
For the year from	06/04/22	To	05/04/23

Receipts and payments

	2022/23			2021/22
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £
Payments				
Charitable Payments				
Membership subscriptions paid on (National/County/Area/District)	4,929	-	-	4,929
Youth programme and activities	7,805	-	-	7,805
Adult support and training	30	-	-	30
Loan Principal	7,500	-	-	7,500
Loan Interest	125	-	-	125
Water and Sewerage	483	-	-	483
Electricity and Gas	5,178	-	-	5,178
Insurance	2,520	-	-	2,520
Scout Hall Repair and Refurbishment	643	13,751	-	14,394
Scout Hall Running Costs	322	-	-	322
Materials and equipment	656	-	-	656
Printing and photocopying	-	-	-	-
Uniforms and Badges	713	-	-	713
AGM and trustee expenses	34	-	-	34
Donation	-	-	-	-
Other costs	-	-	-	-
Sub total	30,938	13,751	-	44,689
Fundraising expenses				
Sponsored cycle ride	206	-	-	206
Jumble Sales	211	-	-	211
Village Day	448	-	-	448
Other fundraising costs	140	-	-	140
Sub total	1,005	-	-	1,005
Total Gross Expenditure	31,942	13,751	-	45,693
Asset and investment purchases, etc.	-	-	-	-
Total payments	31,942	13,751	-	45,693
Net of receipts/(payments)	8,732	3,751	-	4,981
Transfers between funds	-	-	-	-
Cash funds last year end	29,538	3,751	-	33,289
Cash funds this year end	38,269	-	-	38,269

High Littleton Scout Group (280296)

Receipts and Payments Account

Year start date

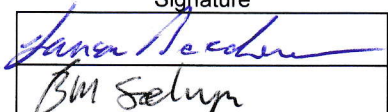
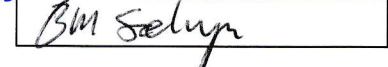
Year end date

For the year from	06/04/22	To	05/04/23
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Statement of assets and liabilities at the end of the year

	05/04/23			05/04/22
	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	£	£	£	£
Cash funds				
Bank current account	7,120	-	-	7,845
Bank current account (camp)	784	-	-	539
Bank deposit account	30,365	-	-	24,805
The Scout Association Short Term Investment Service	-	-	-	-
Cash/Floats	-	-	-	100
Total cash funds	38,269	-	-	33,289
(agree balances with receipts and payments)	ok	ok	ok	ok
Other monetary assets				
Tax claim	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-
Insurance claim	-	-	-	-
Sub total	-	-	-	-
Investment assets				
Investment property - detail	-	-	-	-
Quoted investments	-	-	-	-
Other investments - detail	-	-	-	-
Sub total	-	-	-	-
Non monetary assets for charity's own use				
Badge stock	1,400	-	-	-
Shop stock	-	-	-	-
Other stock	-	-	-	-
Land and buildings	75,000	-	-	70,500
Motor vehicles	-	-	-	-
Scouting equipment, furniture etc	24,000	-	-	22,000
Other	-	-	-	-
Sub total	100,400	-	-	92,500
Liabilities				
Accounts not yet paid	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-
Subscriptions not yet paid	-	-	-	-
Loan – Avon County Scout Council	20,000	-	-	25,000
Loan – Wansdyke District Scouts	22,500	-	-	25,000
Sub total	42,500	-	-	50,000
Total net assets	96,169	-	-	75,789

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 28 June 2023 (date of Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature	Print Name
	DUNCAN BRECKNER Chair
	BRENDA SELWYN Treasurer